



भारतीय प्रौद्योगिकी संस्थान (भारतीय खनि विद्यापीठ), धनबाद
धनबाद – 826 004 (झारखण्ड), भारत
Indian Institute of Technology (Indian School of Mines), Dhanbad
Dhanbad – 826 004 (Jharkhand), India

No. 411002/2016-Estt

24 October, 2016

REVISED ADVERTISEMENT

Indian Institute of Technology (Indian School of Mines), Dhanbad formerly known as Indian School of Mines, Dhanbad established in 1926 offers 4 yr. B.Tech., 3 yr. M.Sc. Tech., 2 yr. M.Sc., 5 yr. Integrated M.Sc. (Tech.)/M.Tech., 5 yr. Dual Degree (B.Tech. & M. Tech./MBA), 2 yr. M.B.A., 2 yr. M.Tech., full time and part time Ph. D. courses/programmes in Engineering and Basic/ Earth/Social/Applied Sciences, Humanities and Management disciplines.

IIT(ISM), Dhanbad invites applications from Indian nationals for the following position:

Dy. Registrar (1 post, Unreserved)

1) **Pay Band:** Rs. 15,600-39,100/-(PB-3) + Grade Pay Rs. 7,600/- (pre-revised) and other allowances as per Central Govt. norms.

2) **Age limit:** Maximum 52 years

3) **Qualification & Experience:** A postgraduate degree with at least 55% marks or its equivalent grade of 'B' in the UGC 7 point scale; along with:

(i) 9 years' of experience as Assistant Professor in the AGP of Rs. 6,000/- and above with experience in educational administration, or

(ii) Comparable experience in research establishment and/or other institutions of higher education, or

(iii) 5 years' of administrative experience as Assistant Registrar or in an equivalent post in IITs/University System/Research Institute/Central Government Departments/PSUs/Autonomous Bodies.

4) **Desirable:** Experience/Exposure to computer based Finance & Accounting/ Audit/ Academic/ Purchase & Stores/Establishment/Legal will be preferred.

General Information

1. Age relaxation for PH/Ex-Serviceman will be as per Govt. of India rules. No age relaxation for OBC/SC/ST would be admissible against UR vacancy. The age limit will be reckoned on the last date of submission of application.
2. Government strives to have a workforce which reflects gender balance and women candidates are encouraged to apply.
3. Persons employed in Government/Semi Government Organizations/Autonomous Bodies should submit their applications through proper channel. They may, however send an advance copy of the application. Those who are unable to process their application through proper channel may submit 'No Objection Certificate (NOC)' from the present employer during the time of interview. However, they should submit an undertaking to that effect at the time of application. Direct application from such candidates will not be entertained.

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4. Degree/Diploma as referred above should have been awarded by a recognized University/Institute.
5. **Mere eligibility will not vest any right on any candidate for being called for interview. The decision of the Institute in all matters will be final.** No correspondence will be entertained from the candidates in connection with the process of selection/interview. Canvassing in any manner would entail disqualification of the candidature.
6. **The Institute reserves the right to relax experience in exceptional cases,** or in the case of persons already holding analogous positions in a Central Technical Institute/University/Research Institution. Higher initial basic pay may be given to exceptionally qualified and deserving candidate.
7. **The Institute also reserves the right of rejecting any or all the applications without assigning any reasons thereof.**
8. To-and-fro rail fare by the shortest route being limited to AC-3 tier will be paid to all the Candidates called for the selection process.
9. Institute will conduct Professional Competency Test and Computer Proficiency Test to shortlist candidates for Interview.
10. Prescribed application may be downloaded from the Institute's website www.ismdhanbad.ac.in and submitted to the Deputy Registrar (Estt.), Indian Institute of Technology (Indian School of Mines), Dhanbad, Dhanbad – 826 004 (Jharkhand); along with necessary fees by way of a crossed demand draft of RS. 100/- drawn in favour of **“Registrar, IIT(ISM), Dhanbad”** payable at Dhanbad. SC/ST/PH candidates are exempted from paying application fee.
11. Incomplete applications or applications without self-attested copies of certificates or applications received after the last date are liable to be rejected.
12. No interim enquiries will be entertained.
13. **Those candidates who have applied in response to earlier advertisement no. 411002/2016-Estt. Dated 11th April, 2016 need not apply afresh. However, they may update their bio-data, if required.**
14. Legal disputes, if any, regarding the above will be restricted within the jurisdiction of Dhanbad only.
15. Last date for receipt of completed application in all respects at IIT(ISM), Dhanbad for above positions is 10th December, 2016, 5.30 p.m.

REGISTRAR