



**Malaviya National Institute of  
Technology, J L N Marg, Jaipur  
(Rajasthan) India**



**ADVERTISEMENT NO. 01/MNIT/ESTT/2017**

**Recruitment drive for backlog vacancies (SC/ ST/ OBC (non-creamy layer)/ PWD/ Ex-servicemen) and OPEN vacancies.**

Online applications are invited from Indian Nationals for filling up various non-teaching posts of the institute. For details of each category of posts and other information like essential qualification, desirable qualification, experience, upper age limit, reservation and application fee etc. visit institute website [www.mnit.ac.in](http://www.mnit.ac.in)

**Online application process will start from 21/01/2017 and submission link will be disabled on 20/02/2017.**

**Registrar**

# MALAVIYA NATIONAL INSTITUTE OF TECHNOLOGY

(An Institute of National importance under MHRD, Govt. of India)

J L N Marg, Jaipur-302017

(Advertisement No. **01/MNIT/ESTT/2017**)

**Recruitment drive for filling up vacancies of non-teaching posts**

## IMPORTANT DATES

S. No.	Particulars	Opening Date	Closing Date
1	filling of online application Form	21.01.2017	20.02.2017 (5:00 PM)
2	Online Fee Submission	21.01.2017	18.02.2017 (5:00 PM)
3	Hard copy of application submission	21.01.2017	28.02.2017 (5:00 PM)

The candidates are requested to read General Instructions and Essential Information carefully before filling up the Online Application Form.

Online applications are invited from Indian citizens in the prescribed format for the Non Teaching positions of the Institute. The candidates are requested to read General Instructions and Essential Information section carefully before filling up the Online Application Form.

S. No.	Name of the Post	Backlog Vacancies		Regular Vacancies		GRAND TOTAL
		No. of Posts	Category wise Details	No. of Posts	Category wise Details	
1	Deputy Librarian	--	--	1	01 (OPEN)	1
2	Assistant Librarian	--	--	1	01 (OPEN)	1
3	Assistant Registrar	1	01(OBC)	6	04 (OPEN), 01 (OBC), 01 (SC)	7

4	<b>* Technical Assistant</b> 1. Web Application Development (03 Nos.) 2. Data Centre & Cloud Technology (02 Nos.) 3. Video Conferencing/Surveillance (01 Nos.) 4. Network & Telephony (01Nos.) 5. E-Learning (01 Nos.)	--	--	8	03 (OPEN), 01 (SC), 01 (ST), 03 (OBC)	8
5	Technical Assistant Chemical Engg.	3	01(SC), 01(OBC), 01(Ex-serviceman in any of the category)	--	--	3
6	Technical Assistant Chemistry	1	01(ST)	--	--	1
7	Technical Assistant Civil Engg	3	01(SC), 01(ST), 01(OBC)	--	--	3
8	Technical Assistant Electrical Engg.	2	01(SC), 01 (Ex-serviceman in any of the category)	--	--	2
9	Technical Assistant Electronics & Comm. Engg.	2	01(SC), 01(OBC-Hearing Impaired)	--	--	2
10	© Technical Assistant Mechanical Engg.(Work Shop)	6	02(SC), 02(OBC), 02(Ex-serviceman in any of the category)	--	--	6
11	Technical Assistant Met. & Mat. Engg.	3	01(SC), 01(OBC), 01(Ex-serviceman in any of the category)	--	--	3

12	Technical Assistant Physics	2	01(ST), 01(Ex-serviceman in any of the category)	--	--	2
13	#Technical Assistant MRC	1	01(SC)	--	--	1
14	**Technical Assistant Architecture & Planning	3	01(Visually Impaired OPEN), 01(SC), 01(OBC)	--	--	3
15	JEN CIVIL	2	01(ST), 01(OBC)	--	--	2
16	Male Nurse	--	--	1	01 Male Nurse (Locomotors Disabled-Gen)	1
17	SAS Assistant			1	01 (OPEN)	1
18	Technician (Mechanical) Center for Energy and Environment	1	01(ST)	--	--	1
19	* Technician 1. Web Application Development (01) 2. Data Centre & Cloud Technology (01) 3. Video Conferencing/Surveillance (02) 4. Network & Telephony (02) 5. E-Learning (01)	--	--	7	04 (OPEN), 01 (SC), 01(OBC), 01 (Hearing Impaired-OBC)	7
20	Work Assistant (Carpenter)	--	--	3	02 (OPEN), 01 (OBC)	3
21	Work Assistant (Plumber)	--	--	3	02 (OPEN), 01 (Visually Impaired-GEN)	3
22	Work Assistant (Electrician)	--	--	6	03 (OPEN), 01 (SC), 02 (OBC)	6
23	Driver	--	--	1	01 (OPEN)	1

24	Superintendent	--	--	8	05(OPEN), 02(OBC), 01(SC)	8
25	Accountant	4	01(ST) 03(OBC)	--	--	4
26	Secretary	--	--	1	01(OPEN)	1
27	Junior Assistant cum Data Entry Operator	--	--	13	07(OPEN), 03(OBC), 01(SC), 01(ST), 01 (Locomotors Disabled-SC),	13
	<b>TOTAL</b>	<b>34</b>		<b>60</b>		<b>94</b>

(\* , \*\* , © and #) For these vacancies the specific desirable qualification shall be applicable.

**NOTE:** Those candidates who have applied earlier for any of the above mentioned posts vide earlier advertisements have to reapply without which their candidature will not be considered. However, they are exempted from paying application fee.

ADVERTISEMENT No. 01/MNIT/ESTT/2017  
**MALAVIYA NATIONAL INSTITUTE OF  
 TECHNOLOGY JAIPUR**  
 INVITES ONLINE RECRUITMENT APPLICATIONS  
 (Available through Institute website [http://:www.mnit.ac.in](http://www.mnit.ac.in))

**VACANCY DETAILS**

**1. Name of the Post: Deputy Librarian**

**Essential qualifications and experience**

S. No.	Name of the Post	Educational and other qualifications required for post(s)
1	<b>Deputy Librarian:</b> Group – A PB – 3 (Rs.15,600 – 39,100/-) with Grade Pay of Rs 8000/-.	<p><b>Essential:</b></p> <ul style="list-style-type: none"> <li>i. Masters’ degree in Library Science/Information Science/Documentation with CGPA of 6.5 in 10 point scale or at least 60% of the marks or its equivalent grade of ‘B’ in the UGC 7 point scale and a consistently good academic record.</li> <li>ii. 10 years experience as an Assistant University Librarian/out of which at least five years to be in a post with AGP of Rs. 7000/- or an equivalent post.</li> <li>iii. Evidence of innovative library service and organization of published work and professional commitment, computerization of library.</li> </ul> <p><b>Age Limit:</b> Preferably below 45 years; age bar relaxed for employees of NIT serving as Assistant Librarian.</p> <p><b>Period of Probation:</b> One year</p>

**2. Name of the Post: Assistant Librarian**

**Essential qualifications and experience**

S. No.	Name of the Post	Educational and other qualifications required for post(s)
1	<b>Assistant Librarian:</b> Group – A PB – 3 (Rs.15,600 – 39,100/-) with Grade Pay of Rs 6000/-.	<p><b>Essential:</b></p> <ul style="list-style-type: none"> <li>i. Masters’ degree in Library Science/Information Science/Documentation Science or an equivalent professional degree with CGPA of 6.5 in 10 point scale or at least 60% marks (or an equivalent grade in a point scale wherever grading system is followed) and consistently good academic record with superior knowledge of computerized library service.</li> </ul>

		<p>ii. Qualifying in the national level test conducted for the purpose by the UGC or any other agency approved by the UGC.</p> <p>iii. However, candidates, who are or have been awarded Ph.D. degree in accordance with the University Grants Commission (Minimum Standards and procedure for Award of Ph.D. Degree) Regulations 2009, shall be exempted from requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment Assistant Librarian.</p> <p><b>Desirable:</b> PG Diploma in Library Automation and networking or PGDCA or equivalent.</p> <p><b>Age Limit:</b> Not exceeding 35 years, age bar not applicable to employees of NITs serving as Library and Information Assistant (SG-II) for at least 6 years with GP of Rs. 4800/-.</p> <p><b>Period of Probation:</b> 2 years</p>
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### 3. Name of the Post: Assistant Registrar

#### Essential qualifications and experience

S. No.	Name of the Post	Educational and other qualifications required for post(s)
1	<p><b>Assistant Registrar:</b> Group – A PB – 3 (Rs.15,600 – 39,100/- ) with Grade Pay of Rs 5400/-.</p>	<p><b>Essential:</b> Masters’ degree in any discipline with at least 55% marks or its equivalent Grade ‘B’ in the UGC 7 point scale from a recognized University/Institute with excellent academic record</p> <p style="text-align: center;">or</p> <p>Employees of the institute serving as Superintendent (SG-II) or Secretary (Selection Grade II) for at least six years at Grade Pay of Rs. 4800/- or higher with Masters’ degree, and exemplary performance record. (Age bar not applicable; no relaxation in educational qualifications)</p> <p><b>Desirable:</b></p> <p>i. Qualification in area of Management/Engineering/Law.</p> <p>ii. Experience in handling computerized administration/legal/financial/establishment/academic matters.</p> <p>iii. A Chartered or Cost Accountant degree or diploma for the post of Assistant Registrar (Finance and Accounts).</p> <p><b>Age Limit:</b> Not exceeding 35 years. <b>Period of Probation:</b> 2 years</p>

**4. Name of the Post: Name of the Post: Male Nurse / Technical Assistant / SAS Assistant**

**Essential qualifications and experience**

<b>S. No.</b>	<b>Name of the Post</b>	<b>Educational and other qualifications required for post(s)</b>
1	<p><b>Technical Higher:</b> Group – B PB – 2 (Rs.9,300 – 34,800/-) With Grade Pay of Rs 4200/-.</p> <p>TA Chemical Engg. TA Chemistry TA Civil Engg. TA Electrical Engg. TA Elect. &amp; Comm. Engg. TA Metallurgical &amp; Material Engineering TA Physics JEn (Civil)</p> <p>TA Mechanical Engg (Work Shop)©</p> <p>TA Material Research Centre #</p> <p>TA – (For Architecture and Planning)**</p> <p>TA Computer Centre are required in the following specializations:- 1. Web Application Development</p>	<p><b>Technical Assistant:</b> <b>Essential:</b> First Class Bachelor’s (Honours) Degree in Sciences in relevant subject or equivalent grade from a recognized University/Institute (Technical Assistant). OR First class Diploma in Engineering in relevant field with excellent academic record (Technical Assistant). OR Post-graduate degree in science or B.E./B.Tech. in relevant field from a recognized University or Institute (Technical Assistant)</p> <p><b>Desirable (SPECIFIC):</b></p> <p>© Persons with 5 years experience in foundry, fittings, machines, shops, welding, IC engine/automobile, refrigeration and air-conditioning, dynamics of machine, heat transfer lab etc.(One post each in areas mentioned above)</p> <p># B.Tech. in relevant branch of Engineering or M.Sc. in Physics/Materials Science/Chemistry. Must have at least 2 years experience of installing, Maintaining &amp; Running any or all the equipment viz. TEM, FESEM, XRD, SPM, VSM, NMR etc. Having thorough knowledge of the latest versions of any of the above machines of renowned manufacturers. Must have command over advanced application software, Should have adequate knowledge of different applications.</p> <p>**Diploma in Architecture/Architecture Assistantship with proficiency in software namely:- 1. Revit 2. 3D Max 3. Maya or similar Software of Multimedia <b>or</b> **Sculptor with BFA degree in sculptor from prestigious institute along with working knowledge of different materials viz. Stone, Metal and Terracotta etc.</p> <p><b>Desirable Specific:</b> Desirable Expertise &amp; Experience for different specializations are:</p> <p>1. <b>Web Application Development:</b> Expertise in PHP/MYSQL OR .NET/MSSQL having minimum one year experience in software development.</p>



	<p>2. Data Centre &amp; Cloud Technology</p> <p>3. Video Conferencing/Surveillance</p> <p>4. Network &amp; Telephony</p> <p>5. E-Learning</p> <p><b>SAS Assistant</b></p> <p><b>Male Nurse:</b> (Locomotors Disabled-Gen)</p>	<p>2. <b>Data Centre &amp; Cloud Technology:</b> Expertise in handling Web/Database/Mail/LDAP Servers and VMware/Open Source Virtualization Technology having minimum one year experience in server management, virtualization and cloud computing.</p> <p>3. <b>Video Conferencing/Surveillance:</b> Expertise in handling software/hardware based web/video conferencing devices, IP camera surveillance having minimum one year experience in establishing and operating virtual/smart/e Class Room, CCTV security infrastructure.</p> <p>4. <b>Network &amp; Telephony:</b> Expertise in installation and configuration of layer 2 and layer 3 switches, routers, firewall, SDN and open source network security solutions and having minimum one year experience of handling communication network (including LAN &amp; IP/analog telephone) of some large organization/institute.</p> <p>5. <b>E-Learning:</b> Expertise in creating digital learning contents (mixing audio/video/ppt, animation, dubbing) using multimedia tools like Adobe and Learning Management System (preferably open source) and having minimum one year experience in the field of e-Learning.</p> <p><b>SAS Assistant:</b> <b>Essential:</b></p> <p>i. First Class Bachelor's Degree in Physical Education from a recognized University or Institution.</p> <p>ii. Strong record of participation in college activities, event management.</p> <p><b>Male Nurse:</b> <b>Essential:</b></p> <p>1. 10+2 or its equivalent,</p> <p>2. Diploma in General Nursing and Midwife or equivalent qualification from a recognized institution,</p> <p>3. Registered Nurse and Registered Midwife with nursing council,</p> <p>4. In lieu of Midwifery, a six months duration course as prescribed by Indian Nursing Council</p> <p><b>Desirable:</b> One year experience in Midwifery or one year experience in General Nursing.</p> <p><b>Age Limit:</b> Not exceeding 30 years. <b>Period of Probation:</b> 2 years</p>
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(\* , \*\* , © and #) For these vacancies the specific desirable qualification shall be applicable.

## 5. Name of the Post: Driver/Technician/Work Assistant

### Essential qualifications and experience

S. No.	Name of the Post	Educational and other qualifications required for post(s)
1	<p><b>Technical Lower:</b> Group – C PB-1 (Rs. 5200 – 20200) with Grade Pay of Rs. 2000/-.</p> <p><b>Driver</b></p> <p><b>* TE in Computer Centre are required in the following specializations:-</b></p> <ol style="list-style-type: none"> <li>1. Web Application Development</li> <li>2. Data Centre &amp; Cloud Technology</li> <li>3. Video Conferencing/Surveillance</li> <li>4. Network &amp; Telephony</li> <li>5. E-Learning</li> <li>6. Mechanical- (For Center for Energy and Environment)</li> </ol>	<p><b>Driver:</b> <b>Essential:</b> Senior Secondary (10+2) from a recognized Board having LMV and HVM driving license. Knowledge of English and Hindi Traffic Signs &amp; Signals is essential.</p> <p><b>Technician:</b> <b>Essential:</b> B.Sc. Degree in relevant field from a recognized University/Institute (Laboratory Assistant). <b>OR</b> Senior secondary (10+2) from a recognized board and ITI Course of one year or higher duration in appropriate trade. <b>OR</b> Matric with at least 60% marks and ITI Certificate of 2 year's duration in appropriate trade. <b>OR</b> Diploma in Engineering or three years' duration from a recognized Polytechnic/Institute.</p> <p><b>Desirable Sepsific:</b> * Desirable Expertise &amp; Experience for various specializations are:</p> <ol style="list-style-type: none"> <li>1. <b>Web Application Development:</b> Working knowledge of PHP/MYSQL OR .NET/MSSQL.</li> <li>2. <b>Data Centre &amp; Cloud Technology:</b> Working knowledge of handling Web/Database/Mail/LDAP Servers and VMware/Open Source Virtualization Technology.</li> <li>3. <b>Video Conferencing/Surveillance:</b> Working knowledge of handling software/hardware based web/video conferencing devices, IP camera surveillance.</li> <li>4. <b>Network &amp; Telephony:</b> Working knowledge of installation and configuration of layer 2 and layer 3 switches, routers, firewall and open source network security solutions.</li> <li>5. <b>E-Learning:</b> Working knowledge of creating digital learning contents (mixing audio/video/ppt, animation, dubbing) using multimedia tools like Adobe and Learning Management System (preferably open source).</li> <li>6. <b>Mechanical Engg.:</b> In Refrigeration and Air-conditioning with relevant experience in Assembly, installation and maintenance of Solar Thermal System, Biogas plant, Air-conditioning systems, Fabrication work.</li> </ol>

	<p><b>Work Assistant (Carpenter)</b>  <b>Work Assistant (Plumber)</b>  <b>Work Assistant (Electrician)</b></p>	<p><b>Work Assistant:</b>  <b>Essential:</b>  Senior secondary (10+2) from a recognized board and ITI Course of one year or higher duration in appropriate trade.</p> <p style="text-align: center;"><b>OR</b></p> <p>Matric with at least 60% marks and ITI Certificate of 2 year's duration in appropriate trade.</p> <p><b>Age Limit:</b> Not exceeding 27 years  <b>Period of Probation:</b> 2 years</p>
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(\*)For these vacancies the specific desirable qualification shall be applicable.

### 6. Name of the Post: Superintendent

#### Essential qualifications and experience

<b>S. No.</b>	<b>Name of the Post</b>	<b>Educational and other qualifications required for post(s)</b>
1	<p><b>Ministerial Higher: Superintendent</b>  Group – C  PB – 2 (Rs.9,300 – 34,800/-)  With Grade Pay of Rs 4200/-</p>	<p><b>Essential:</b>  <b>Superintendent:</b></p> <ol style="list-style-type: none"> <li>i. First class (Hons.) Bachelor's Degree or equivalent grade from a recognized University or Institute in any discipline (in universities without a system of Honours degree, equivalent number of courses)</li> </ol> <p style="text-align: center;"><b>OR</b></p> <ol style="list-style-type: none"> <li>i. Master's Degree from a recognized University or Institute with excellent academic record.</li> <li>ii. Knowledge of Computer applications viz Word processing, Spread Sheet.</li> </ol> <p><b>Desirable:</b>  Experience in handling computerized administration/legal/establishment/academic/estate /store &amp; purchases matters</p> <p><b>Age Limit:</b> Not exceeding 30 years  <b>Period of Probation:</b> 2 years</p>

### 7. Name of the Post: Accountant

#### Essential qualifications and experience

<b>S. No.</b>	<b>Name of the Post</b>	<b>Educational and other qualifications required for post(s)</b>
1	<p><b>Ministerial Higher: Accountant</b>  Group – C  PB – 2 (Rs.9,300 – 34,800/-)</p>	<p><b>Essential :</b></p> <ol style="list-style-type: none"> <li>i. First class Bachelor's Degree in Commerce with Honours in Accountancy/Finance or equivalent in grade from a recognized University or Institute.</li> </ol>

	With Grade Pay of Rs 4200/-.	<p>OR</p> <p>Master's Degree in Commerce/MBA (Finance) from a recognized University or Institute with excellent academic record.</p> <p>ii. Knowledge of Computer applications viz. word processing, Spread Sheet and computer-based accounting software.</p> <p><b>Age Limit:</b> Not exceeding 30 years <b>Period of Probation:</b> 2 years</p>
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### 8. Name of the Post: Secretary

#### Essential qualifications and experience

S. No.	Name of the Post	Educational and other qualifications required for post(s)
1	<p><b>Ministerial Higher:</b> <b>Secretary</b> Group – B PB – 2 (Rs.9,300 – 34,800/-) With Grade Pay of Rs4200/-.</p>	<p><b>Essential:</b> 12<sup>th</sup> standard pass or equivalent from a recognized Board or University. Minimum speed of 100 w.p.m. in Stenography.</p> <p><b>Desirable:</b></p> <ol style="list-style-type: none"> <li>i. 60 w.p.m. in English and 40 w.p.m. in Hindi typewriting on computer and sufficient knowledge of Microsoft Word &amp; Excel worksheet.</li> <li>ii. Minimum speed of 100 w.p.m. in English shorthand/Stenography.</li> <li>iii. Two years' experience as a PA/PS in Govt. Deptt./ University/national level institutions.</li> </ol> <p><b>Age Limit:</b> Not exceeding 30 years <b>Period of Probation:</b> 2 years</p>

### 9. Name of the Post: Junior Assistant cum Data Entry Operator

#### Essential qualifications and experience

S. No.	Name of the Post	Educational and other qualifications required for post(s)
1	<p><b>Ministerial Lower:</b> <b>Junior Assistant cum Data Entry Operator</b> Group – C PB-1 (Rs. 5200 – 20200) with Grade Pay of Rs. 2000/-.</p>	<p><b>Essential:</b> 10+2 in any discipline with a minimum Typing speed of 35w.p.m. and proficiency in Computer Word Processing and Spread Sheet.</p> <p><b>Desirable:</b></p> <ol style="list-style-type: none"> <li>i. Proficiency in other computer skills and 60 w.p.m. in English and 40 w.p.m. in Hindi typewriting on computer and sufficient knowledge of Microsoft Word &amp; Excel worksheet.</li> <li>ii. Experience in handling hostel's/guest house matters.</li> </ol> <p><b>Age Limit:</b> Not exceeding 27 years <b>Period of Probation:</b> 2 years</p>

## **GENERAL INSTRUCTIONS & ESSENTIAL INFORMATION**

1. The Institute reserves the right to:
  - a. Withdraw any advertised post(s) under any category at any time without assigning any reason. Any consequential vacancies arising at the time of interview may also be filled up from the available candidates. The number of positions is thus open to change.
  - b. Offer the post at a level lower than that advertised, depending upon the qualifications, experience and performance of the candidate;
  - c. Draw reserve panel (s) against the possible vacancies in future;
  - d. Increase and decrease of post under any category or not to fill up any of the advertised positions.
2. Candidates are advised to satisfy themselves before applying that they possess at least the minimum essential qualification/experience laid down for the post.
3. Those candidates who have applied earlier for any of the above mentioned posts vide earlier advertisements (**Advt. No. 04/MNIT/ESTT/2015 & 05/MNIT/ESTT/2015**) have to reapply without which their candidature will not be considered. However, they are exempted from paying application fee.
4. Qualifications and other conditions shall be applicable as stipulated by the MHRD/NIT Act & Statutes and regulations as amended from time to time.
5. Reservations for persons with disability will be given as per Govt. of India
6. Reservation policy will be followed as per Govt. of India Rules. The SC/ST/OBC/PH/Ex-Servicemen candidates are required to attach the relevant certificate as per format prescribed by the Govt. of India and given in the advertisement.
7. Candidates who wish to apply for more than one post should apply separately for each post in the prescribed manner. But before applying for more than one post he/she should kept in mind that it may be possible of clash of date and time in two or more different examinations/tests for which he/she is shortlisted. In these circumstances, such candidate shall be permit only for one examination/test on his/her choice.
8. Candidates with multiple discipline specialization may also be considered.
9. In case of large number of applications received, the Institute has right to set higher norms than the minimum while short listing. Short listing may be done based on academic performance and quality/quantity of relevant experience or alimentation test based on multiple choice questions (MCQs) approach may also be conducted.
10. The persons with disability (PWD) shall be required to submit the Medical Certificate in the (enclosed Performa "D") issued by the competent medical authorities for the purpose of employment as per Government of India norms at the time of examination/interview. Persons suffering from not less than 40% of the disability shall only be eligible for the benefit of reservation.
11. Ex-servicemen are required to submit a certificate (enclosed Performa "E") at the time of examination/interview
12. **Any dispute regarding the selection/recruitment process will be subject to under Courts/Tribunal having jurisdiction of Jaipur**
13. The applicants are required to login their ID on Institute website to check the status of their application and candidature. **No separate communication/intimation in this regard shall be made by the institute.**

14. Help line e-mail ID for technical query related online fee and form submission is [recruithelp1701@mnit.ac.in](mailto:recruithelp1701@mnit.ac.in) and e-mail ID for any administrative query is [dr.admin@mnit.ac.in](mailto:dr.admin@mnit.ac.in).
15. The prescribed essential qualifications are the minimum and the mere possession of the same does not entitle candidates to be called for interview. The Institute will constitute a screening cum short listing Committee which will screen all the applications received in response to an advertisement and if found not convenient or possible to interview all the candidates, the Institute, at its discretion, may restrict the number of candidates to a reasonable limit, which may vary from post to post, on the basis of qualifications, experience etc. higher than the minimum prescribed in the advertisement.
16. The process of selection will be by a written test/trade test and interview as the case may be.
17. Applicants not found suitable for higher positions may be considered for lower position in the same area of specialization.
18. Canvassing in any form shall lead to cancellation of candidature.
19. **Applicants are required to send Hard copy of the duly filled online application form along with proof of payment of fees and other relevant documents in support of qualification, experience etc. to Deputy Registrar, MNIT Jaipur within the prescribed date failing which their candidature will not be considered.**
20. **Candidates already working in Central Institute / State Institute / Deemed Institute / Government Department / PSU / Autonomous bodies, etc. must send hard copy of the online application form along with all relevant documents through proper channel also otherwise they have to produce No Objection Certificate from the present employer at the time of Interview.**
21. Applications received without the requisite documents and after the prescribed date will not be entertained. Incomplete, unsigned applications and those not accompanied with copies of certificates and application fee will be summarily rejected.
22. Qualifications / Experiences / Age, etc. as on last date of submission of applications will only be taken into considerations.
23. Candidates called for interview will not be paid TA/DA.
24. In case of any inadvertent mistake in the process of selection, which may be detected at any stage even after issue of the appointment letter, the Institute reserves the right to modify/withdraw/cancel any communication made to the candidates.
25. After joining the service of the Institute, the candidate will have to abide by the Rules, Regulations and Act & Statutes of the Institute applicable from time to time. He / she may be assigned any duty within the jurisdiction of the Institute or outside depending upon the exigency of the work.
26. The applicant must bring all certificates / testimonials / documents in support of qualifications and experience as mentioned in online application form at the time of interview.
27. The Institute shall verify the antecedents or documents submitted by the candidate at any time during tenure of service. In case, it is detected that the documents submitted by the candidates are fake or the candidate has a clandestine antecedents / background for which he / she has been convicted by

any court and has suppressed the said information, then his/her services shall be terminated forthwith and appropriate action will be taken.

28. The Institute shall not be responsible for any postal delay.
29. For filling on-line applications, please visit [www.mnit.ac.in](http://www.mnit.ac.in)

## **HOW TO APPLY**

1. For general terms and conditions, procedure for filling application form and other important information etc., please visit Institute website **[www.mnit.ac.in](http://www.mnit.ac.in)**.
2. The eligible and interested persons are required to submit on-line applications at Institute website [www.mnit.ac.in](http://www.mnit.ac.in). **The last date for submission of online fee is 18.02.2017 (05:00 P.M.) and online form is 20/02/2017 (05:00 P.M.)**.
3. Those candidates who have applied earlier for any of the above mentioned posts vide earlier advertisements 04/MNIT/ESTT/2015 & 05/MNIT/ESTT/2015 have to reapply (**using previous login credentials for exemption of application fees**) without which their candidature will not be considered.
4. **Online Non Refundable Application Fee in Rs.:**

<b>Post</b>	<b>Gen./OBC</b>	<b>SC/ST/PWD/ Ex-Servicemen</b>
GP 5400 and above	1000	-
GP 4200	600	150
GP 2000	250	75

**Note: Internal candidates of MNIT, Jaipur are exempted from application fee**

5. Applicants are required to send **Hard copy (mentioning Application ID and name of post applied for on top of the envelope)** of the duly filled online application form along with proof of payment of fees and other relevant documents like **proof** of essential qualification, experience, identity, address, age, reservation category in prescribed format etc. to **Deputy Registrar, Establishment Section, MNIT Jaipur** on the below mentioned address, failing which their candidature will not be considered. **The last date of receiving hard copy is 28/02/2017 (05.00 PM)**.
6. Candidates already working in Central Institute / State Institute / Deemed Institute / Government Department / PSU / Autonomous bodies, etc. must send hard copy of the online application form along with all above mentioned relevant documents through proper channel otherwise they have to produce No Objection Certificate from the present employer.
7. The candidates are requested to read **General Instructions and Essential Information carefully before filling up the Online Application Form**.

**Registrar**

Applicants are required to send Hard copy of the duly filled online application form (mentioning Application ID and name of the post applied for on top of the envelope) along with proof of payment of fees and other relevant documents like proof of essential qualification, experience, identity, address, age, reservation category in prescribed format etc. on the below mentioned address, failing which their candidature will not be considered. The last date of receiving hard copy is 28/02/2017 (05.00 PM).

**Deputy Registrar (Establishment Section)**  
**Malaviya National Institute of Technology, Jaipur**  
**Jawahar Lal Nehru Marg,**  
**Jaipur – 302017, Rajasthan**  
**Email: [dr.admin@mnit.ac.in](mailto:dr.admin@mnit.ac.in)**



# PRESCRIBED PROFORMA

## Performa-A

**The form of certificate to be produced by Scheduled Caste and Scheduled Tribe candidates applying for appointment to posts under the Government of India** This is to certify that

Shri/Shrimati/Kumari\* .....son/daughter\* of  
.....village/town\* ..... in District/Division\*  
.....of the State/Union Territory\* ..... belongs to the caste/tribe\* which  
is recognised as a Scheduled Caste/Scheduled Tribe\* under:—

@ The Constitution (Scheduled Castes) Order, 1950

@ The Constitution (Scheduled Tribes) Order, 1950

@ The Constitution (Scheduled Castes) Union Territories Order, 1951

@ The Constitution (Scheduled Tribes) Union Territories Order, 1951

[as amended by the Scheduled Castes and Scheduled Tribes List (Modification) Order, 1956; the Bombay Reorganisation Act, 1960, the Punjab Reorganisation Act, 1966, the State of Himachal Pradesh Act, 1970, the North Eastern Areas (Reorganisation) Act, 1971, the Scheduled Castes and Scheduled Tribes Order (Amendment) Act, 1976., the State of Mizoram Act, 1986, the State of Arunachal Pradesh Act, 1986 and the Goa, Daman and Diu (Reorganisation) Act, 1987.]

@ The Constitution (Jammu and Kashmir) Scheduled Castes Order, 1956

The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959 as amended by the Scheduled Castes and Scheduled Tribes Order (Amendment) Act, 1976

The Constitution (Dadar and Nagar Haveli) Scheduled Castes Order, 1962

@ The Constitution (Dadar and Nagar Haveli) Scheduled Tribes Order, 1962

@ The Constitution (Pondicherry) Scheduled Castes Order, 1964

@ The Constitution (Uttar Pradesh) Scheduled Tribes Order, 1967

@ The Constitution (Goa, Daman and Diu) Scheduled Castes Order, 1968

@ The Constitution (Goa, Daman and Diu) Scheduled Tribes Order, 1968

@ The Constitution (Nagaland) Scheduled Tribes Order, 1970

@ The Constitution (Sikkim) Scheduled Castes Order, 1978

@ The Constitution (Sikkim) Scheduled Tribes Order, 1978

The Constitution (Jammu & Kashmir) Scheduled Tribes Order, 1989

The Constitution (SC) Order (Amendment) Act, 1990

The Constitution (ST) Order (Amendment) Act, 1991

@ The Constitution (ST) Order (Second Amendment) Act, 1991

@ The Scheduled Castes and Scheduled Tribes Orders (Amendment) Act 2002

@ The Constitution (Scheduled Castes) Order (Amendment) Act, 2002

@ The Constitution (Scheduled Castes and Scheduled Tribes) Orders (Amendment) Act, 2002

@ The Constitution (Scheduled Castes) Orders (Second Amendment) Act, 2002

**Note:** Any other Resolution issued by the Ministry of Social Justice and Empowerment, Government of India published in the Gazette of India and applicable for the SC/ST reservation in Central Autonomous institutions shall also be considered.

%2. Applicable in the case of Scheduled Castes/Scheduled Tribes persons who have migrated from one State/Union Territory Administration to another.

This certificate is issued to Shri/Shrimati\* ..... Father/Mother of Shri/Shrimati/Kumari of village/town\* in.....District/Division..... of the State/Union Territory\* ..... who belongs to the caste/tribe\* which is recognised as a Scheduled Caste/Scheduled Tribe in the State/Union Territory\* of .....issued by the .....dated..... % 3. Shri/Shrimati/Kumari\* ..... and/or\* his/her\* family ordinarily resides in .....village/town\* .....of ..... District/Division\* of the State/Union Territory\* of..... Date:

Place:

Signature  
\*\*Designation  
(With Seal of Office) State/Union  
Territory\*

\*Please delete the words which are not applicable.

@Please quote specific Presidential Order.

% Delete the paragraph which is not applicable.

**NOTE:** The term "ordinarily reside (s)" used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

\*\*List of authorities empowered to issue Scheduled Caste/Scheduled Tribe Certificate.

- (i) District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Deputy Collector/ist Class Stipendiary Magistrate/t Sub-Divisional Magistrate/Taluka Magistrate/Executive Magistrate/Extra Assistant Commissioner. (not below of the rank of 1st Class Stipendiary Magistrate).
- (ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.
- (iii) Revenue Officers not below the rank of Tehsildar.
- (iv) Sub Divisional Officer of the area where the candidate and/or his/her family normally resides.
- (v) Administrator/Secretary to Administrator/Development Officer(Lakshadweep)

### Performa-B

**The form of certificate to be produced by Other Backward Classes candidates applying for appointment to posts under the Government of India (NOT more than ONE year old).**

This is to certify that Shri/Shrimati/Kumari\* ..... son/daughter\* of Shri..... of village/town\* ..... in District/Division\* ..... of the State/Union Territory\* belongs to the Community..... which is recognised as a backward class under:

@ Government of India, Ministry of Welfare Resolution No. 12011/68/93-BCC (C) dated 10th September, 1993 published in the Gazette of India Extraordinary Part-I, Section-I, No. 186 dated 13th September, 1993.

@ Government of India, Ministry of Welfare Resolution No. 12011/9/94-BCC dated 19-10-94, published in the Gazette of India Extraordinary Part-I, Section-I, No. 163 dated 20-10-1994.

@ Government of India, Ministry of Welfare Resolution No. 12011/7/95-BCC dated 24-5-95, published in the Gazette of India Extraordinary Part-I, Section-I, No. 88 dated 25-5-1995.

@ Government of India, Ministry of Welfare Resolution No. 12011/96/94-BCC dated 9th March, 1996 published in the Gazette of India Extraordinary Part-I, Section-I, No.60 dated 11th March, 1996.

@ Government of India, Ministry of Welfare Resolution No. 12011/44/96-BCC dated 6th December, 1996 published in the Gazette of India Extraordinary Part-I, Section-i, No. 210 dated 11th December, 1996.

@ Government of India, Ministry of Welfare Resolution No. 12011/99/94-BCC dated 11th December, 1997 published in the Gazette of India Extraordinary Part-I, Section-I, No. 236 dated 12th December, 1997.

@ Government of India, Ministry of Welfare Resolution No. 12011/13/97-BCC dated 3rd December, 1997 published in the Gazette of India Extraordinary Part-I, Section-I, No. 239 dated 17th December, 1997.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/68/98-BCC dated the 27th October, 1999 published in the Gazette of India Extraordinary Part-I, Section-I, No. 241 dated the 27th October, 1999.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/88/98-BCC dated 6th December, 1999 published in the Gazette of India Extraordinary Part-I, Section-I, No. 270 dated 6th December, 1999.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/36/99-BCC dated 4th April, 2000 published in the Gazette of India Extraordinary Part-I, Section-I, No. 71 dated 4th April, 2000.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/44/99-BCC dated the 21st September, 2000 published in the Gazette of India Extraordinary Part-I, Section-I, No. 210 dated the 21st September, 2000.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12015/9/2000-BCC dated 6th September, 2001 published in the Gazette of India Extraordinary Part-I, Section-I, No. 246 dated 6th September, 2001.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 1201i/1/200i-BCC dated 19th June, 2003 published in the Gazette of India Extraordinary Part-I, Section, 1 No. 151 dated 20th June, 2003.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/4/2002-BCC dated 13th January, 2004 published in the Gazette of

India Extraordinary, Part-I Section-I, No. 9 dated 13<sup>th</sup> January, 2004.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/1 4/2004-BCC dated 12<sup>th</sup> March, 2007 published in the Gazette of India Extraordinary, Part-I, Section-I, No. 67 dated 12<sup>th</sup> March, 2007.

**Note:** Any other Resolution issued by the Ministry of Social Justice and Empowerment, Government of India published in the Gazette of India and applicable for the OBC reservation in Central Autonomous institutions shall also be considered.

Shri/Shrimati/Kumari\* and/or\* his/her\* family ordinarily resides in village/town\* of District/Division\* of the State/ Union Territory\* of

This is also to certify that he/she\* does not belong to the persons/sections\* (Creamy Layer) mentioned in column 3 of the Schedule to the Government of India, Department of Personnel & Training O.M. No. 36012/22/93-Estt. (SCT) dated 8-9-1993 O.M. No. 36033/3/2004-Estt. (Res.) dated 9<sup>th</sup> March, 2004 and O.M. No. 36033/3/2004-Estt. (Res.) dated 14<sup>th</sup> October, 2008 or the latest notification of the Government of India.

Place:

Signature:.....

Date:

\*\*Designation:.....

\*Please delete the words which are not applicable.

@ Strike out whichever is not applicable.

(With seal of Office) State/Union Territory

**NOTE:** The term “ordinarily reside (s)” used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

\*\*List of authorities empowered to issue OBC Certificate

(i) District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Deputy Collector/First Class Stipendiary Magistrate/f Sub-Divisional Magistrate/Taluka Magistrate/Executive Magistrate/Extra Assistant Commissioner.

-I-(not below of the rank of 1st Class Stipendiary Magistrate).

(ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate. (iii) Revenue Officers not below the rank of Tehsildar.

(iv) Sub Divisional Officer of the area where the candidate and/or his/her family normally resides.

(v) Administrator/Secretary to Administrator/Development Officer (Lakshadweep)

**Note 1:** Candidates claiming to belong to OBCs should note that the name of their caste (including its spellings) as indicated in their certificates, should be exactly the same as published in the lists notified by the Central Government from time to time. A certificate containing any variation in the caste name will not be accepted.

**Note 2:** The OBC claim of a candidate will be determined in relation to the State (or part of the State) to which his/her father originally belongs. A candidate who has migrated from one State (or part of the State) to another should, therefore, produce an OBC certificate which should have been issued to him/her based on his/her father's OBC certificate from the State to which he (father) originally belongs.

**Note 3:** No change in the community status already indicated by a candidate in his/her simplified application form for this examination will ordinarily be allowed by the Commission.

**Performa-C**  
**Form of declaration to be submitted by the OBC candidate (in addition to the community certificate)**

I -----Son/daughter of Shri -----resident of -----village/town/city District state hereby declare that I the community which is recognized as a backward class by the Government of India for the purpose of reservation in services as per orders contained in Department of Personnel and Training Office Memorandum No 36102/22/93-Estt. (SCT) dated 8-9-1993. It is also declared that I do not belong to persons/sections/sections (Creamy Layer) mentioned in column 3 of the Schedule to the above referred Office Memorandum dated 8-9-1993, O.M. No. 3603313/2004-Estt. (Res.) dated 9th March, 2004 and O.M. No. 36033/3/2004- Estt. (Res.) dated 14th October, 2008 or the latest notification of the Government of India.

Signature Full Name  
Address

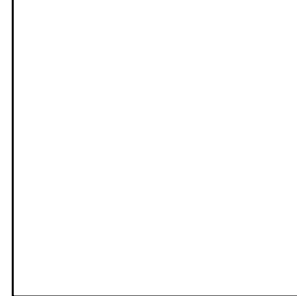
Place:  
Date:

**Performa-D**

**The form of certificate to be produced by Physically Handicapped candidates  
applying for appointment to posts under the Government of India**

NAME & ADDRESS OF THE INSTITUTE/HOSPITAL

Certificate No Date



**DISABILITY CERTIFICATE**

Recent Photograph of the candidate showing the disability duly attested by the  
Chairperson of the

Medical

Board This

is certified that Shri/Smt./

Kum

son/wife/d

daughter of

Shri

age sex identification mark(s) is suffering from

A. Locomotors or Cerebral Palsy:

(i) BL—Both legs affected but not arms

(ii) BA—Both arms affected (a) Impaired reach

(b) Weakness of grip

(iii) BLA—Both legs and both arms affected

(iv) OL—One leg affected (right or left) (a) Impaired reach

(b) Weakness of grip

(c) Ataxic

(v) QA—One arm affected (right or left) (a) Impaired reach

(b) Weakness of grip

(c) Ataxic

(vi) BH—Stiff back and hips (cannot sit or stoop)

(vii) MW—Muscular weakness and limited physical endurance. B. Blindness or Low

Vision:

(i) B—Blind

(ii) PB—Partially blind

C. Hearing impairment: (i) D—Deaf

(ii) PD—Partially deaf

(Delete the category whichever is not applicable)

2. This condition is progressive/non-progressive/likely to improve/not likely to improve.

Reassessment of this case is not recommended/is recommended after a period of years  
months.\*

3. Percentage of disability in his/her case is Percent.

4. Shri/Smt./Kum meets the following physical requirements for discharge of his/her duties:—

- (i) F—Can perform work by manipulating with fingers. Yes/No
- (ii) PP—Can perform work by pulling and pushing. Yes/No
- (iii) L—Can perform work by lifting. Yes/No
- (iv) KC—Can perform work by kneeling and crouching. Yes/No
- (v) B—Can perform work by bending. Yes/No
- (vi) S—Can perform work by sitting. Yes/No
- (vii) ST—Can perform work by standing. Yes/No
- (viii) W—Can perform work by walking. Yes/No
- (ix) SE—Can perform work by seeing. Yes/No
- (x) H—Can perform work by hearing/speaking. Yes/No
- (xi) RW—Can perform work by reading and writing. Yes/No

(Dr \_\_\_\_\_ )  
Member Medical Board

(Dr \_\_\_\_\_ )  
Member Medical Board

(Dr \_\_\_\_\_ )  
Member Medical Board

Countersigned by the Medical Superintendent/CMO/Head of Hospital (With seal) Strike out whichever is not applicable

**Proforma-E**

FORM OF UNDERTAKING TO BE GIVEN BY  
CANDIDATES APPLYING FOR CIVIL POSTS UNDER  
EX-SERVICEMEN CATEGORY

I \_\_\_\_\_ understand that, if selected on the basis of the recruitment/examinations to which this application relates, my appointment will be subject to my producing documentary evidence to the satisfaction of the Appointing Authority that I have been duly released/retired/discharged from the Armed Forces and that I am entitled to the benefits admissible to ex-servicemen in terms of the Ex- Servicemen (Re-employment in Central Civil Services and Posts) Rules, 1979, as amended from time to time.

I \_\_\_\_\_ also understand that I shall not be eligible to be appointed to a vacancy reserved for Ex-serviceman in regard to the recruitment covered by this examination, if I have at any time prior to such appointment, secured any employment on the civil side (including Public Sector Undertakings, Autonomous Bodies/Statutory Bodies, Nationalized Banks, etc.), by availing of the concession of reservation of vacancies admissible to Ex-servicemen.

**Place:**

**Signature of Candidate**

**Dated:**