Advertisement No. IIT Mandi/Recruitt./RNA/2017/06 **Dated : 07.04.2017**

Applications on the prescribed application form are invited from Indian nationals for the following Non-teaching positions at IIT Mandi:-

Sl. No.	Name of Posts	Pay Band with Grade Pay	Category & No. of Posts	Maximum Age Limit
1	Medical Officer	PB-3 (15600-39100) + GP 5400/- +NPA as per rules	General-01	40 Years
2	Staff Nurse	PB-2 (9300-34800) + GP 4200/-	General-01	35 Years
3	Junior Lab Assistant (Medical)	PB-1 (5200-20200) + GP 2400/-	General-01	30 Years

Despite indicating the category of the available posts, persons belonging to categories other than those mentioned above are also encouraged to apply.

The essential and desirable qualifications for the posts are as under:-

1. **MEDICAL OFFICER**

Essential:

a-1) M.B.B.S., including completion of compulsory rotating internship, followed by at least 3 years of experience in a recognized hospital.

or

a-2) Post Graduate Diploma in an appropriate Branch of Medicine plus at least one year experience in a recognized hospital.

or

a-3) MD or MS, in an appropriate Branch of Medicine.

b) Registered with MCI/State Medical Council.

2. **STAFF NURSE**

Essential:

- Intermediate or 10+2 or Equivalent with 3 years diploma in General Nursing and Mid- wifery.
- Registration with Nursing Council.
- One year experience in a hospital recognized by the Central or State Nursing Council.

3. **JUNIOR LAB ASSISTANT (MEDICAL)**

Essential:

- Matriculation or equivalent.
- Diploma/ Degree in Medical related discipline granted by an Institute of Central/State Government or a recognized Institute by Central/ State Government.
- Registered with State/ Central Government Agency.
- Knowledge of Computer office applications.

General Instructions

1. The posts are tenable in IIT Mandi at Kamand in Himachal Pradesh.

2. **The posts will be on contract basis for up to five years initially. Of this, probation period will be one year for Medical Officer and two years for Staff Nurse and Junior Lab Assistant.**

3. The qualified candidates having physical disabilities identified as compatible for the performance of duties for these posts will be given preference to the extent required by the provisions of reservation of the Central Government for PH category.

4. For availing the benefit of OBC category, the relevant candidates may enclose with the application form, the OBC (Non Creamy Layer) certificate issued by the competent authority not earlier than one year of the last date for receipt of applications. The OBC certificate should be on the proforma prescribed by the Government of India.

5. Applicants must clearly fill the name of post against which he/she has applied alongwith his/her category in the form clearly. **The last date for submission of duly completed applications alongwith self attested copies of certificates in the Institute will be 05th May, 2017. No applications will be entertained thereafter.**

6. Institute reserves the right to fill up the post, not to fill up the post or cancel the advertisement in whole or partly without assigning any reason. The Institute will also reserve the right to place a reasonable limit on the total number of candidates to be called for presentation and written test/trade test and /or interview. The decision of the Institute in this regard will be final.

7. Incomplete applications /without relevant supporting enclosures /without prescribed fee / application not on prescribed form will be outrightly rejected. Institute will not be responsible for any postal delay.

8. No correspondence whatsoever will be entertained from candidates regarding conduct and result of presentation & written test/or interview and reasons for not being called for presentation/or interview.

9. Fluency in English is required for the posts listed.

10. The candidates fulfilling the laid down eligibility criteria may submit their application on the prescribed Application Form alongwith testimonials; prescribed application fee; and latest passport size photograph to **Registrar, IIT Mandi, Kamand- 175005 (HP)**. The envelope should be superscribed as "**Application for the post of** (_____). The application received after the due date shall not be considered.

11. The prescribed Application Forms are downloadable from the Institute website (www.iitmandi.ac.in/administration/recruitment.html)

12. The Institute reserves the right to (a) conduct or not to conduct presentation/written test for such post wherever the circumstances so warrant or may constitute a Screening Committee to fix a criteria after taking into account the qualification and experience of the applicants to shortlist candidates to be called for test/interview (b) not to fill the advertised position (c) fill consequential vacancy including additional post arising at the time of interview from available candidates on tenure /deputation /contract. The number of positions is thus open to change. The candidates should therefore, furnish details of all the qualifications and experience possessed in the relevant field over and above the minimum qualifications prescribed alongwith documentary evidence.

13. The Institute reserves the right to screen and shortlist the applications on the basis of marks or experience or both or specialization and call only such candidates as are found *Prima facie* suitable for being considered by the Selection Committee. Thus, just fulfilling the prescribed eligibility conditions would not entitle one to be called for test/interview.

14. No TA/DA shall be paid to the candidates for attending the presentation/interview.

15. Candidates applying for the post should send application for post along with prescribed fee and attested copies of certificates and testimonials as required.

16. Application fees once paid shall not be refunded under any circumstances.

17. Applicants who are in employment with Government, Semi-Government, Autonomous Bodies, PSUs etc. should route their applications through proper channel or should furnish "**No Objection Certificate**" at the time of Interview.

18. Eligibility of a candidate with regard to age, qualification and experience shall be calculated /considered with reference to last date for receipt of applications.

19. The Institute shall verify the antecedents or documents submitted by a candidate at the time of appointment or during the tenure of the service. In case, it is detected at any time that documents submitted by the candidate are fake or the candidate has a

clandestine antecedents/background and has suppressed the said information, then his/her services shall be terminated.

20. The application fee of Rs.100/- is to be paid by a Demand Draft in favour of **Registrar, Indian Institute of Technology Mandi** payable at **State Bank of India, IIT Mandi Branch (SBIN 0013711)**. No application fee is required from the Female/SC/ST/Ex-Servicemen candidates and Persons with Disabilities.

21. The upper age limit relaxation for SC/ST categories candidates is 5 years and 3 years in case of OBC candidates or as per Government of India norms. Those seeking relaxation in age, should give reasons thereof alongwith certificate(s).

22. Women candidates are also encouraged to apply and age relaxation may be extended to deserving candidates.

23. If it is found at a later date that any information given in the application is incorrect/false the candidature/ appointment is liable to be cancelled/terminated.