

Advertisement No. IIT Mandi/Recruitt./RNA/2017/07

Dated : 18.07.2017

Applications on the prescribed application form are invited from Indian nationals for the following Non-teaching position to be considered either for direct recruitment or for deputation at IIT Mandi:-

Name of Post	Pay Band with Grade Pay	Category & No. of Posts	Maximum Age Limit
Security Officer	PB-2 (Rs. 9300/- – Rs. 34800/-) with GP of Rs. 4600/-	General-01	50 Years

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

The essential qualifications for the post are as under:-

SECURITY OFFICER

Essential:

- I) Graduate or Equivalent from recognized University.
- II) At least ten years experience in Police/para Military force/Armed forces of the Union and held not below the rank of ASI (Exe)/Naib Subedar or an equivalent position with exemplary services.
- III) Minimum experience of 5 years as Deputy Security Officer or equivalent in GP of Rs. 4200/- in PB-2.

Deputation

Officers from the Central/State Governments or Institutes of national importance or Universities/University level Institutions or PSUs:-

- (I) Holding analogous posts and
- (II) Possessing educational qualification and experience as prescribed above under essential.

General Instructions

1. The post is tenable in IIT Mandi at Kamand in Himachal Pradesh.
2. **The candidate selected for the post will be on probation for one year initially.**
3. The qualified candidates having physical disabilities identified as compatible for the performance of duties for the post will be given preference to the extent required by the provisions of reservation of the Central Government for PH category.

4. Applicants must clearly fill the name of post applied for. **The last date for submission of duly completed applications alongwith self attested copies of certificates in the Institute will be 07th August, 2017 (05.30 PM). No applications will be entertained thereafter.** The candidates can also apply for the post online alongwith scanned copy of DD relating to application fee. However, it is necessary to submit hard copy of the application form along with original DD of application fee and self attested copies of certificates.
5. 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 written test/trade test and interview. The decision of the Institute in this regard will be final.
6. 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.
7. No correspondence whatsoever will be entertained from candidates regarding conduct and result of written test/or interview and reasons for not being called for written test/or interview.
8. The candidate should be able to speak and write both in English and Hindi and fluency in English is essential for the post.
9. 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.
10. The prescribed Application Form will be filled from the Institute website (<http://oas.iitmandi.ac.in/recruitment>).
11. The Institute reserves the right to (a) conduct or not to conduct written/trade test for such post wherever the circumstances so warrant or may constitute a Screening Committee to fix a criteria regarding age etc., 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 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.

12. The Institute reserves the right to relax age limit in case of suitable candidates. Decision of the Institute in this regard shall be final.
13. In case no candidate is found suitable from amongst the candidates called for written test/interview, most suitable from amongst the available candidates can be offered a lower post. Decision of the Institute in this regard shall be final.
14. The Institute reserves the right to screen and shortlist the applications on the basis of marks or experience 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.
15. No TA/DA shall be paid to the candidates for attending the written test/interview.
16. Candidates applying for the post should send applications for the post along with prescribed fee and attested copies of certificates and testimonials as required.
17. Application fees once paid shall not be refunded under any circumstances.
18. 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.
19. Eligibility of a candidate with regard to age, qualification and experience shall be calculated /considered with reference to last date for receipt of applications.
20. 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.
21. 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)**.
22. 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.
23. Officers from the Central/State Governments or Institute of National importance or Universities/University level Institution or PSU, holding analogous post and possessing educational qualifications and experience as prescribed above can also apply for considering them on deputation/foreign service. For considering the applicants for deputation/foreign service, the rules of the Govt. of India, prevalent at the time of advertisement will be applicable.