

**राष्ट्रीय प्रौद्योगिकी संस्थान मिजोरम**  
**NATIONAL INSTITUTE OF TECHNOLOGY MIZORAM**  
(Institution of National Importance under the Ministry of HRD, Govt. of India)  
Chaltlang, Aizawl, Mizoram - 796012 (web site-<http://www.nitmz.ac.in>)

**Advertisement No. NITMZ/R/07/NF/2018/819**

**Dt. 26<sup>th</sup> September, 2019**

National Institute of Technology Mizoram is an Institution of National Importance under Ministry of Human Resource Development, Govt. of India conducting UG, PG & Ph.D Programmes in Engineering, Science and Humanities. It is one of the 10 (Ten) newly established NITs in the country.

Applications are invited for different Non-Faculty Posts at the Institute. Interested Candidates may apply in prescribed Application Form, which may be downloaded along with details of posts, qualifications, experience and general conditions from the NIT Mizoram web-site <http://www.nitmz.ac.in>.

Sl. No.	Name of Post	No. of Post	Pay Level & Basic Pay	Age Limit
1	Superintendent	= 1 (UR)	Level 6. Rs. 35,400.00	Not exceeding 30 years.
2	Library and Information Assistant	= 1 (UR)	Level 6. Rs. 35,400.00	Not exceeding 30 years.
3	Stenographer	= 1 (UR)	Level 4. Rs. 25,500.00	Not exceeding 27 years.
4	Technician	(i) E.E.E = 1 (UR) (ii) Civil Engg.= 1 (UR) (iii) E.C.E = 1 (UR)	Level 3. Rs. 21,700.00	Not exceeding 27 years.

The Essential/Desirable Qualifications and experience for the above posts are as under:

Post	Essential / Desirable Qualification & Experience
1) Superintendent	<p><b>Essential:</b>  i) First class Bachelor's Degree or its equivalent from a recognized University or Institute in any discipline.  <b>Or</b>  Master's Degree in any discipline from a recognized University or Institute with at least 50% marks or equivalent grade.</p> <p>ii) Knowledge of Computer applications viz. Word processing, Spread Sheet.</p>
2) Library and Information Assistant	<p><b>Essential:</b>  First Class Bachelor's Degree in Science / Arts / Commerce from recognized University/Institute <b>and</b> Bachelor's Degree in Library Science.</p> <p><b>Desirable:</b>  Post Graduate Diploma in Library Automation and Networking, PGDCA or equivalent from a recognized Institution.</p>

<p><b>3) Stenographer</b></p>	<p><b><u>Essential:</u></b> Senior Secondary (10+2) pass from a recognized Board /Institute with minimum speed in short hand 80 w.p.m. in Stenography. <b><u>Desirable:</u></b> Proficiency in Computer Word processing and spread sheet with advance skills.</p>
<p><b>4) Technician</b></p>	<p><b><u>Essential:</u></b> Senior Secondary (10+2) with Science from a Government recognized Board with at least 60% marks. <b>Or</b> Senior Secondary (10+2) from a Government recognized Board with at least 50% marks and ITI Course of one year or higher duration in appropriate trade. <b>Or</b> Secondary (10) with at least 60% marks and ITI Certificate of 2 years duration in appropriate trade. <b>Or</b> Diploma in Engineering of 3 (three) years duration in relevant field from a Government recognized Polytechnic/ Institute.</p>

## GENERAL INSTRUCTIONS & INFORMATION

1. All the Advertised Posts, Educational & Essential Qualifications are as per the **New Non-Teaching Recruitment Rules, 2019** for National Institute of Technology (NITs) which is approved and adopted by the NIT Mizoram in the 14<sup>th</sup> BOG (under 14.4) dated 2<sup>nd</sup> May, 2019, as per the instruction from Ministry of Human Resource Development, Department of Higher Education, Govt. of India vide Letter No. F.35 – 5 / 2018 – TS.III dated 4<sup>th</sup> April, 2019.
2. The Application Form shall not be supplied on postal request. The candidates are advised to download the same from NIT Mizoram website **www.nitmz.ac.in** in A-4 size paper. The same may also be obtained from Administrative Block, Chaltlang Dawrkawn, Aizawl, Mizoram by paying Rs. 50.00. The duly completed Application Form along with the documents to be sent **by speed/registered post** to **THE REGISTRAR, NIT MIZORAM, CHALTLANG DAWRKAWN, AIZAWL: MIZORAM – 796012**. Prescribed Application Form at **Annexure – I**.
3. **In case of Sl. No. 1 – Superintendent (1 post – UR) is advertised in lieu of Accountant which was already advertised vide Advertisement No. NITMZ/R/07/2018/771 Dt. 06.09.2018 since the post of Accountant has been rendered obsolete in the New Non-Teaching Recruitment Rules, 2019 for NITs. Hence the applicants/applications against the post of Accountant vie Advt. No. NITMZ/R/07/2018/771 Dt. 06.09.2018 shall be considered relevant for the post of Superintendent as the essential qualifications for Superintendent in the**

**Recruitment Rules, 2019 for Non-Teaching Posts mandates “First class Bachelor’s Degree or Master’s Degree from a recognized University or Institute in any discipline”. Any up-gradation in qualifications and other relevant documents of the earlier applications submitted shall be considered.**

4. **In the interest of the Applicants/Applications against the previous Advertisement No. NITMZ/R/07/2018/771 Dt. 06.09.2018 in other posts of Sl. No. 2 , 3 and 4, the earlier applicants/applications shall be made valid/to stand and open avenue for any up-gradation in qualifications and other relevant documents of the earlier applications submitted, inclusive of post advertised against Sl. No. 1 too.**
5. The prescribed application fee is **Rs. 500.00 for General & OBC Candidates** and **Rs. 100.00 for SC/ST** (on submission of supporting Certificate) payable in the form of Bank Draft.
  - (a) The Bank Draft shall be drawn in favour of **National Institute of Technology Mizoram on SBI, Bawngkawn Branch.**
  - OR**
  - The prescribed fee may also be paid directly to the **Finance Department, NIT Mizoram**, during office hours.
  - (b) Persons with Disabilities (PwDs) are fully exempted from payment of the prescribed fees upon submission of relevant Disability Certificate, issued by the Competent Authority.
  - (c) Female applicants are fully exempted from payment of the prescribed fees.
6. Candidates are advised to satisfy themselves before applying that they possess at least the minimum essential qualifications, furnished with clarity and supported with documents, as laid down in the advertisement.
7. Applications should be supported by relevant documents (self certified) in all respects. Claims of Educational Qualifications should be supported by Certificates as well as Mark-sheets. Applications not supported by relevant documents shall summarily be rejected.
8. Applications after the last date, incomplete in any respect and any fresh paper/enclosures after the closing date, shall not be considered. Canvassing directly or indirectly at any stage of the recruitment process shall lead to disqualification.
9. Candidate must attain 18 (eighteen) years of age. The crucial date for reckoning age-limit, possession of educational/other qualifications, possession of required experience etc. is the last date of submission of application (**i.e 28<sup>th</sup> October, 2019**). Date of Birth as per HSLC/HSC or Birth Registry will be accepted and may, therefore, be used as age proof.
10. Candidate already in service at Govt. / Semi Govt. / PSUs / Universities / Educational Institutions should submit their application through **Proper Channel** or should furnish a NO OBJECTION CERTIFICATE. Applicant, however, can send advance copy of Application Form. Such candidates are also required to produce ‘Integrity Certificate’ and ‘Vigilance Clearance Certificate’ copies at **Annexure – II**.

11. The prescribed essential qualifications are the minimum and the possession of the same does not entitle candidates to be called for the Competitive Examination/Trade Test. In the event of number of applications being large with respect to the number of vacant posts, NIT Mizoram may resort to short listing criteria to restrict the number of candidates to be called for the Competitive Examination/Trade Test to a reasonable limit by following methods which shall be devised by the NIT Mizoram including holding a screening test. Applicants are, therefore, advised to mention all the Qualifications and Experience in the relevant filed over and above the minimum qualifications and should attach copies of the Certificates in support thereof.
12. The prescribed minimum qualifying/pass marks in the Competitive Examinations are the minimum and merely obtaining the same confers no right of appointment to the post(s).
13. Certificate in support of experience shall be in proper format i.e. it shall bear the organization's letter-head, bear the date of issue, specific period of work, name and designation of issuing authority along with signature and official seal.
14. Any change in the correspondence address, mobile/telephone number and email address shall be communicated to NIT Mizoram, in writing.
15. NIT Mizoram shall verify the antecedents or documents submitted by a candidate, at any time, at the time of appointment or during the tenure of service. In case of fake documents, clandestine antecedents or submission of wrong information, services in NIT Mizoram shall be terminated, summarily.
16. For SC/ST/OBC/PH candidates, the Application Form should be supported by the relevant certificate in a Govt. of India (GoI) prescribed format duly issued by the Competent Authority. For OBC candidates, OBC Status and Non-Creamy Layer Status in a prescribed format duly issued on or after 15<sup>th</sup> July, 2019, copy at **Annexure -III**, by the Competent Authority, shall be considered.
17. The Scheme of Syllabus for Competitive Examination, NIT Mizoram approved and adopted by the Board of Governors (BOG) NIT Mizoram for the Advertised Non-Teaching Posts are enclosed in Annexure - IV. Candidates are advised to scrutinize the details of the Scheme of Examinations and to prepare accordingly. **As per the standing mandate of the GoI, DoPT vide No. 39020/01/2013-Estt (B)-Part dated 29<sup>th</sup> December, 2015 and its adoption by NIT Mizoram vide BOG 12.9 dated 17<sup>th</sup> December, 2018, Interviews stand discontinued. Candidates will be recommended for appointment in Order of Merit on the basis of their performance in the Competitive Written Examination etc.**
18. **The NIT Mizoram reserves the right to fill or not to fill the post advertised, without assigning any reason whatsoever.**
19. The completeness of the submitted application is the sole responsibility of the applicant. NIT Mizoram will not be responsible under any circumstances for any sort of postal delay/loss.
20. Government of India is striving for gender balance in Government jobs. **Female candidates fulfilling the eligibility criteria are encouraged to apply.**

21. In case of any inadvertent mistake in the advertisement and in the process of selection, which may be detected at any stage, even after issue of appointment, the NIT Mizoram reserves the right to modify/withdraw/cancel any communication made to the candidate.
22. No TA/DA will be paid for attending Competitive Examination / Trade Test.
23. Reservation will be as per Govt. of India norms for SC/ST/OBC/PH.
24. Age relaxation in different categories shall be as per Govt. of India norms.
25. Experience less than six months in any organization will not be considered as whole experience.
26. No correspondence whatsoever will be entertained from the candidates regarding postal delays or bouncing of email, conduct and result of Competitive Examination/Trade Test and reasons for not being short listed / Competitive Examination/Trade Test or selection. The candidates are advised to keep visiting our web site regularly.
27. **The list of short listed candidates will be displayed on the NIT Mizoram website.** Original documents will have to be produced at the time of Competitive Examination / Trade Test.
28. The short-listed candidates will be communicated the schedule for Competitive Examination / Trade Test by **e-mail only**. This information will also be placed on the NIT Mizoram website **www.nitmz.ac.in**. So, candidates are advised to check their email and Institute's Website regularly.
29. The selected candidates will have to join within one month from the date of Declaration of Results / Offer of Appointment.
30. Legal disputes, if any, with NIT Mizoram, will be restricted within the jurisdiction of the Gauhati High Court, Aizawl Bench, Aizawl only.
31. Application in the prescribed format completed in all respects along with self attested copies of relevant documents should be submitted to **"The Registrar, National Institute of Technology Mizoram, Chaltlang Dawrkawn, Aizawl: Mizoram-796012"**, on or before **28<sup>th</sup> October, 2019 (upto 5:00 P.M)**, along with the required Fees in the form of **Demand Draft**. The envelope containing the application is super-scribed as **"APPLICATION FOR THE POST OF \_\_\_\_\_"**.

**Last date for receipt of Applications is 28<sup>th</sup> October, 2019. Applications received after the last date will summarily be rejected.**

  
(Dr. LALTHANCHAMI SAILO)  
Registrar  
NIT Mizoram