

DETAILS OF TERMS AND CONDITIONS, QUALIFICATIONS AND EXPERIENCE

Minimum Qualification and Experience as per A.I.C.T.E. norms.

PROFESSOR, ASSOCIATE PROFESSOR, ASSISTANT PROFESSOR:

Candidates assigned to these posts shall perform similar functions such as, teaching, research, extension, continuing education, scientific & industrial consultancy and others, which may be assigned to them by the Institute from time to time. They may also be delegated certain administrative and/or other functions/responsibilities at the Institute. The status, perks, service conditions and responsibilities of Professor, Associate Professor, Assistant Professor and others if any, shall be as per decisions of the Board in accordance to the norms of the Institute.

Eligibility Criteria:

PROFESSOR: *who fulfils the minimum requirements of Associate professor and*

Essential Qualification:

- (i) Teaching/Research/Industrial experience in the relevant discipline for a minimum of 10 years, which does not include the duration of regular Ph.D. and other qualifications;
- (ii) Evidence of post- Ph.D. research experience and ability to pursue high quality academic/research work independently, which includes having guided Ph.D.;
- (iii) Good publications record in refereed scientific/professional journals with citations; patents to be given priority
- (iv) Age: < 55 Years

Desirable Qualification:

- (i) Evidence of having taken up sponsored research, continuing education and/or industrial consultancy;
- (ii) Proven record of academic/research leadership, guiding UG/PG and Ph.D. students and team work
- (iii) Participation in professional society activities;
- (iv) Good knowledge of technical education system in the country and its development
- (v) Consultancy and other methods of fund raising for the Institute shall be preferred

ASSOCIATE PROFESSOR: *who fulfils the minimum requirements of Assistant professor and*

• Essential Qualification:

- (i) Ph.D. degree from reputed university.
- (ii) Teaching/Research/Industrial experience in the relevant discipline for a minimum of 08 years; which does not include the period of Ph.D. and M. Tech. if done as regular candidate. PDF and other higher qualification shall be given preference
- (iii) Evidence of ability to pursue high quality academic/research work independently;
- (iv) Good publications record in refereed scientific/professional journals paid journals will not be considered;
- (v) Age < 50 Years

- Desirable Qualification:
 - (i) Evidence of having taken up sponsored research, continuing education and/or industrial consultancy;
 - (ii) Proven record of guiding UG/PG and Ph.D. students and team work
 - (iii) Participation in professional society activities; and organization of conferences and seminars.

ASSISTANT PROFESSOR: AGP 6000

- Essential Qualification:
 - (i) B.E./B.Tech/equivalent and M.E./M Tech. in the concerned discipline with a First Class at either level. All degrees to be from courses approved by AICTE/MHRD
 - (ii) Age <35 years on the last date of receiving application.

Desirable Qualification:

- (i) GATE qualification shall be given weightage;
- (ii) Teaching/Research/Industrial experience in the relevant discipline;
- (iii) Publications record in refereed scientific/ professional journals.

ASSISTANT PROFESSOR IN ALLIED SCIENCE AND HUMANITIES:

AGP 6000

- Essential Qualification:
 - (i) Ph.D. with course work or as per UGC guidelines along with NET/SLET or any equivalent exam passed. Board may adopt the guidelines of UGC at the time of advertisement
 - (ii) M.Sc. in the concerned discipline preceded by B.Sc./equivalent with a First Class or Good Second. All degrees to be from courses approved by UGC
 - (iii) Age <35 years on the last date of receiving application. The age may be relaxed by director with the permission of Board for deserving candidates.

Desirable Qualification:

- (i) Publications record in refereed scientific/ professional journals.
Teaching/Research/Industrial experience in reputed organization;

NOTE:

1. The qualifications and other criteria in the above mentioned faculty positions are minimum. The screening committee may raise the minimum criteria to ensure meritorious candidates are recruited.
2. Degrees from IITs and other Institutes of National Importance (as defined by the Govt.) shall ordinarily be preferred over other institutes.
Changes made as per AICTE norms will be applicable after approval of Board.

Minimum Qualification and Experience as per State Govt. norms.

Registrar:

- Essential Qualification:

- (i) PG degree with at least First class (or equivalent) in any discipline of engineering/technology/management from a reputed Institute or Ph.D. in Science, preceded by a consistently good academic record.
- (ii) Teaching and administrative experience at an institute of higher education or AICTE approved For a minimum of 10 years with a minimum of 8 years being spent in a responsible position.
- (iii) Age limit- age shall less than 50 years on the last date of receiving application.
- (iv) Retired Deference officer with having worked similar positions. Age relaxation in such cases may be granted by Board.

- Desirable Qualification:

- (i) Ph.D. degree in engineering/technology/management from a reputed Institute.
- (iii) Familiarity with administrative practices, financial matters, human resource, management, statutory functions and academic activities at engineering educational institutes.

Deputy LIBRARIAN:

The person occupying this post shall be in charge of the Central Library of the Institute and be responsible for its planning, development, up-gradation, maintenance and administration. The service conditions and responsibilities of a Librarian shall be as per decisions of the Board. The appointing authority shall be as per the pay scale.

Dy Librarian:

- Essential Qualification:

- (i) Master's Degree in Library Science / Information Science / Documentation or equivalent with a minimum of 55% marks in aggregate, preceded by a consistently good academic record;
- (ii) Service experience as Assistant Librarian at a reputed institute for a minimum of 05 years; (iii) Age < 45 years on the last date of receiving application.

- Desirable Qualification:

- (i) Knowledge of computers, internet and other recent advances in library operation and management.
- (ii) Ph.D. in Library Science;
- (iii) Publication in the relevant area

If a class division is not awarded, minimum of 60% marks in aggregate shall be considered equivalent to first class/division. If a Grade Point System is adopted the CGPA will be converted into equivalent marks as below.

Accountant:

- Essential:
 - (i) M.Com. having specialization in Accounting, Auditing and/or Costing with First Class (or equivalent) from a reputed Institute, preceded by a consistently good academic record;
 - (ii) A minimum of 10 years' experience in accounting/auditing/costing in an academic/research Institute or industry, of which a minimum of 8 years is spent at a University/Institute or any other higher-level Institute.
 - (iii) Age < 50 years on the last date of receiving application.
 - (iv) Retired officer may be considered as per the guidelines of the Board
 - (v) UG and PG should be regular

- Desirable:
 - (i) Qualification in Chartered Accountancy;
 - (ii) Experience in working with computers and other advancements in financial management;
 - (iii) Knowledge of Government rules, regulations and practices in financial matters
 - (iv) Knowledge of ERP and Tally is must
 - (v) Good typing speed

Personal Assistant:

1. PG from recognized University in regular course
2. Having knowledge of office keeping and book keeping
3. Experience on working in Projects or Govt. organization
4. Hindi and English typing with good speed (Test may be taken at the time of interview)

Technical Assistant:

1. Diploma (Regular Course) in Electronics, Mechanical, Civil or Electrical Engineering from recognized Institute.
2. Having experience of working in Govt. Engineering Colleges or any AICTE approved institute for 10 years or above or any reputed organization in the concerned field.
3. Having good knowledge of concerned Laboratory works

Programmer:

1. MCA (Regular Course)
2. Mathematics at Inter level
3. Having knowledge of software
4. Having knowledge of Hardware maintenance and networking
5. Experience of at least 6 years in AICTE approved Institutes

Lab Instructor:

1. Diploma in Mechanical, Civil
2. Having experience of working in Govt. Engineering Colleges or any AICTE approved institute for 5 years or above or any reputed organization in the concerned field.

3. Having good knowledge of concerned Laboratory works

<u>Grade Point</u>	<u>Equivalent Percentage</u>
6.25	55%
6.75	60%
7.25	65%
7.75	70%
8.25	75%