

**NATIONAL INSTITUTE OF TECHNOLOGY, MIZORAM**  
(An Institute of National Importance under Ministry of HRD, Govt. of India)

Advt. No. NITMZ/R/Registrar/2017

Date: 10<sup>th</sup> January, 2018

1. Applications are invited for the **Post of REGISTRAR (1 no.)**. Details can be downloaded from the Institute website: [www.nitmz.ac.in](http://www.nitmz.ac.in). Last date of submission of application form: **15<sup>th</sup> February, 2018 (5pm)**
2. **Walk-in Interview for Temporary Teachers for Dept of CE & CSE**. Details can be downloaded from the Institute website: [www.nitmz.ac.in](http://www.nitmz.ac.in).  
**Walk-in Interview date: 2nd February, 2018**  
**Time : 2:00 pm onwards**  
**Venue: NIT Silchar**

Sd/- Dy. Registrar



**राष्ट्रीय प्रौद्योगिकी संस्थान मिजोरम**  
**NATIONAL INSTITUTE OF TECHNOLOGY MIZORAM**  
 (An Institute of National Importance under Ministry of HRD, Govt. of India)  
**CHALTLANG, AIZAWL, MIZORAM – 796012**

Phone/Fax: 0389-2391236/ 0389- 2391774/ 0389-2391699

**Advt. No. NITMZ/R/Registrar/2017**

**Date:22/12/2017**

National Institute of Technology Mizoram is an Institute 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 the post of **Registrar** 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 web-site <http://www.nitmz.ac.in>.

Sl. No.	Name of Post	No. of Post	Pay Band & Pay Scales (6 <sup>th</sup> CPC)
1	Registrar	01	PB-4: Rs. 37,400 – 67,000 with GP Rs. 10,000/-

The Essential/Desirable Qualifications and experience/age criteria for the above post are as under (As per MHRD Order No – F.33 – 2 / 2013 – TS III dated 5<sup>th</sup> Feb. 2014):

Sl. No.	Name of Post	Essential / Desirable Qualifications, Experience & Age etc.
1	Registrar	ANNEXURE - I

### GENERAL INSTRUCTIONS & INFORMATION

1. The application form shall not be supplied on postal request. The candidates are advised to download the same from our website. The duly completed application form along with the enclosures to be sent by **speed/registered post** to **THE DIRECTOR, NIT MIZORAM, CHALTLANG DAWRKAWN, AIZAWL: MIZORAM – 796012**.

2. The list of short listed candidates will be displayed on the Institute website.

3. The Institute reserves the right to fill or not to fill the post advertised, without assigning any reason whatsoever.

4. All qualification, eligibility, experience and age shall be as on 15<sup>th</sup> **February, 2018 i.e. the last date of submission of application form.**
5. All applications which are not in prescribed form / without relevant supporting enclosures may be out rightly rejected.
6. Institute will not be responsible under any circumstances for any sort of postal delay/loss.
7. Short listing criteria may be higher and narrower than those advertised.
8. Persons serving in Govt. / Semi Govt. / PSUs / Universities / Educational Institutions should send their applications either THROUGH PROPER CHANNEL or should furnish a NO OBJECTION CERTIFICATE at the time of interview. They can, however, send advance copy of application form.
9. No TA/DA will be paid for attending Test / Interview.
10. Reservation will be as per Govt. of India norms for SC/ST/OBC.
11. Age relaxation in different categories shall be as per Govt. of India norms.
12. For SC/ST/OBC candidates, the application form should be with a copy of the relevant caste certificate. For OBC candidates, Non-Creamy Layer status of the preceding year issued by the competent authority empowered for the purpose, as a proof in support of the caste claim is required. No other certificate will be accepted as sufficient proof.
13. Experience less than six months in any organization will not be considered in total experience.
14. No correspondence whatsoever will be entertained from the candidates regarding postal delays or bouncing of email, conduct and result of interview and reasons for not being short listed/interview or selection. The candidates are advised to keep visiting our web site regularly.
15. Original documents will have to be produced at the time of Test / Interview.
16. Application in the prescribed format completed in all respects along with self attested copies of relevant testimonials, certificates should be submitted to **“The Director, National Institute of Technology- Mizoram, Chaltlang Dawrkawn, Aizawl: Mizoram– 796012”**, on or before 15<sup>th</sup> **February, 2018 (upto 5:00 P.M)**, along with a **Demand Draft of Rs. 1000/- for General & OBC Candidates and Rs. 500/- for SC/ST** drawn in favour of **The Director, National Institute of Technology Mizoram** payable at **Aizawl**. The envelope containing the application be super-scribed as **“APPLICATION FOR THE POST OF \_\_\_\_\_”**.
17. Incomplete application forms and applications without demand draft, photograph, signature, experience certificate, documentary evidence in connection with the claim made etc. will be summarily rejected.
18. The short-listed candidates will be communicated the schedule for interview by e-mail or mobile SMS. This information will also be placed on the Institute website.

19. The selected candidates will have to join within one month from the date of Notification.

20. Legal disputes, if any, with NIT Mizoram, will be restricted within the jurisdiction of Aizawl Court only.

**Last date for receipt of Applications is 15<sup>th</sup> February, 2018. Applications received after the last date may be summarily rejected.**

**Sd/- Deputy Registrar  
NIT Mizoram**

**राष्ट्रीय प्रौद्योगिकी संस्थान मिजोरम**  
**NATIONAL INSTITUTE OF TECHNOLOGY MIZORAM**  
 (An Institute of National Importance under Ministry of HRD, Govt. of India)  
**CHALTLANG, AIZAWL, MIZORAM - 796012**  
 (Advt. No. NITMZ/R/Registrar/2017 Dt. 22/12/2017)

**APPLICATION PROFORMA FOR NON-FACULTY POSITION**

(Candidates are advised to read general instructions and information, before filling up the Application form)

**NAME OF POST APPLIED:** \_\_\_\_\_

**1. Name in Full:** \_\_\_\_\_ Gender: M / F  
 (In Block Letters)

**2. a) Father's Name:** \_\_\_\_\_

b) Mother's Name: \_\_\_\_\_

**3. i) Address for correspondence:**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Phone No. \_\_\_\_\_ Fax No. \_\_\_\_\_

Mobile No. \_\_\_\_\_

E-mail address: \_\_\_\_\_

**ii) Permanent Address :** \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_

**4. Nationality:** \_\_\_\_\_

Date of Birth :    dd/mm/yy Age:  Years  Months

**5. Category:**  SC  ST  OBC  UR

In case of OBC, whether belong to Non-creamy layer ... Yes / No

**6. Particulars of Educational Qualifications (Attach separate sheet, if required):**

Sl. No.	Degree Obtained & Branch / Specialization (specify)	Name of the Board/University&Institute	Year of Passing	% of Marks/ CGPA	Class/ Division
1	HSC/HSLC				
2	Higher Secondary				
3	Diploma				

Affix self attested  
recent coloured  
passport photo

4	Bachelor's Degree				
5	Master's Degree				
6	Others (if any)				

**7. Particulars of Technical/ Professional Qualifications (Mark sheets should be enclosed):**

Sl. No.	Examination Passed	Name of the Board/ University/Institute	Year of Passing	% of Marks/ CGPA	Class/ Division
1					
2					
3					

**8. Experience and details of employment, if any (Certificate should be enclosed):**

Sl. No.	Name of Organization	Name of Post	Period	Nature of Work

**9. Any other information relevant to the Post applied for:**

10. DD. No.: \_\_\_\_\_

Date: \_\_\_\_\_

Bank: \_\_\_\_\_

Amount: \_\_\_\_\_

**FOR OFFICE USE ONLY**

- 1. Application received on : \_\_\_\_\_
- 2. Remarks : \_\_\_\_\_
- 3. Selected for the Interview : **YES / NO**

- 4. Contact details of Candidate: (a) e-mail: \_\_\_\_\_
- (b) Mobile No: \_\_\_\_\_

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**Summary Sheet**  
(To be filled by the candidate)

- 1. Name of the Candidate : \_\_\_\_\_
- 2. Contact Details : Mob: \_\_\_\_\_  
Email: \_\_\_\_\_
- 3. Post Applied For : \_\_\_\_\_

**4. Educational Qualifications:**

Sl. No	Certificate/ Degree	Name of the Institute / University	Year of Passing	% of Marks/ Grade/Div.	For Office use
1.	HSC/HSLC				
	Higher Secondary				
	Diploma				
	Bachelor's degree				
	Master's degree				
	Any Other				
2.	Experience (in years / Months)				
	Post Held	Organization	Exp. In Yrs/Mnt	Salary Drawn	
3.	Any other relevant Qualifications / Experience				

Date:

Signature of the candidate

**11. DETAILS OF TESTIMONIALS / CERTIFICATES / DOCUMENTS ENCLOSED:**

**N.B.:** Every application must be accompanied by self attested photo copies of documents in support of claims made by the candidate in respect of date of birth, academic qualifications, training, experience, caste etc.

(Do attach self attested copies of all documents/ certificates in support of the information furnished by you.)

- |          |           |
|----------|-----------|
| 1. _____ | 2. _____  |
| 3. _____ | 4. _____  |
| 5. _____ | 6. _____  |
| 7. _____ | 8. _____  |
| 9. _____ | 10. _____ |

**Date:**

**Name & Signature of the Candidate**

**DECLARATION BY THE APPLICANT**

I, the undersigned, hereby declare that I have carefully read and understood the instructions and particulars provided by the Institute and affirm that all information that I have furnished is true to the best of my knowledge and belief.

I understand that I alone will be responsible for any consequences arising out of incorrect and / or incomplete information furnished in this application.

Place : \_\_\_\_\_

Signature of applicant : \_\_\_\_\_

Date : \_\_\_\_\_

Name : \_\_\_\_\_

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**ENDORSEMENT BY FORWARDING AUTHORITY**

**(Only for applicants who are in service of Govt./ semi Govt. /PSUs/Universities/ Academic Institutions)**

**(To be filled in by the present employer)**

**Forwarded** the application of Mr./ Ms./ Dr \_\_\_\_\_.

Place:

Signature of the Forwarding Authority:

Date:

Designation:

Office Seal:

\_\_\_\_\_



## ANNEXURE - I

### Recruitment Rules for the post of "Registrar" in NITs

1.	Name of the Post	Registrar
2.	Number of posts	01
3.	Classification	Group - A
4.	Scale of pay (Grade Pay, Band Pay)	PB - 4 (₹37400 - 67000) with Grade Pay of ₹10000/-
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age limit for direct recruits	Preferably below 57 years
7.	Educational and other qualifications required for direct recruits	<p><u>Essential:</u> 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.</p> <p><u>Experience:</u></p> <p>i) At least 15 years' experience as Assistant Professor in the AGP of ₹7000/- and above or with 8 years of service in the AGP of ₹8000/- and above including as Associate Professor along with experience in educational administration, or</p> <p>ii) Comparable experience in research establishment and/or other institutions of higher education, or</p> <p>iii) 15 years of administrative experience, of which 8 years shall be as Deputy Registrar or equivalent.</p> <p><u>Desirable</u></p> <p>i) Qualification in area of Management / Engineering / Law.</p> <p>ii) Experience in handling computerized administration / legal / financial / establishment matters.</p>
8.	Whether age and educational qualifications prescribed for direct recruits	Yes, as per col. 6 & 7.
9.	Period of probation, if any	Not Applicable
10.	Method of Recruitment : whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	Direct recruitment, failing which on deputation or contract basis for tenure of up to 5 years or till attaining the age of 62 years whichever is earlier, or as fixed by Govt. of India by orders issued in this regard from time to time.
11.	In case of recruitment by deputation /transfer, grades from which deputation/ transfer to be made	<p><u>Deputation or on Contract basis</u></p> <p>Officers under the Central / State Governments / Universities / Recognized Research Institutes or Institutes of national importance or Govt. laboratory or PSU:-</p> <p>a) i) Holding analogous post or</p> <p>ii) With at least 3 years regular service in posts with GP of ₹8700/- as per 6<sup>th</sup> Central Pay Commission or equivalent; and</p> <p>b) Possessing educational qualification and experience as prescribed in Col. 7.</p>
12.	If DPC exists, what is its composition	Not applicable
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable



