



**भारतीय प्रौद्योगिकी संस्थान (भारतीय खनि विद्यापीठ), धनबाद**  
**झारखण्ड - 826004**  
**INDIAN INSTITUTE OF TECHNOLOGY (INDIAN SCHOOL OF MINES), DHANBAD**  
**JHARKHAND - 826004**

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Indian Institute of Technology (Indian School of Mines), Dhanbad formerly known as Indian School of Mines, Dhanbad established in 1926 offers 4 yr. B.Tech., 3 yr. M.Sc. Tech., 2 yr. M.Sc., 5 yr. Integrated M.Sc. (Tech.)/M.Tech., 5 yr. Dual Degree (B.Tech. & M. Tech./MBA), 2 yr. M.B.A., 2 yr. M.Tech., full time and part time Ph. D. courses/programmes in Engineering and Basic/ Earth/Social/Applied Sciences, Humanities and Management disciplines. Other details regarding the Institute and its activities may be obtained from its website [www.iitism.ac.in](http://www.iitism.ac.in).

The Institute invites application from Indian Nationals for appointment for the following non-teaching posts:

Sl. No.	Name of the post(s)	No. of Vacancies						Level in the Pay Matrix	Remarks
		UR	SC	ST	OBC	EWS	Total		
1.	Medical Officer	2	0	0	1	0	3	Level - 10	
2.	Assistant Systems Engineer	4	0	0	0	0	4	Level - 10	
3.	Counsellor	1	0	0	0	0	1	Level - 10	
4.	Technical Officer	2	0	0	1	0	3	Level - 10	
5.	Workshop Superintendent	1	0	0	0	0	1	AL-12	
6.	Placement Officer	1	0	0	0	0	1	Level - 12	
7.	Deputy Registrar	0	0	0	1*	0	1	Level - 12	
8.	Assistant Registrar	3	1	1	1*	1#	7	Level - 10	One post may be filled up by suitable Divyang candidate.

\* **Backlog vacancy**

# **If no suitable candidate is available the vacancy may be filled up by UR candidate**

**Eligibility Conditions:**

Sl. No.	Name of the Post/ Pay Level/ Maximum Age Limit	Educational Qualifications and Experience	
		Essential:	Desirable
1.	Medical Officer Pay Level – 10/ (Age limit: 40 years)	<b>Essential:</b> <b>M.D or M.S</b> in an appropriate branch of Medicine <b>OR</b> Postgraduate Diploma in an appropriate branch of Medicine plus at least one year experience in a recognized hospital. <b>OR</b> <b>M.B.B.S.</b> including completion of compulsory rotatory internship followed by at least 03 years of experience in a recognized hospital.	<b>Desirable:</b> i) The above qualifications Diploma / MD / MS preferably in medicine, paediatrics, and Gynaecology & family medicine. ii) The work experience should be in a medical college or large Govt./ private Hospitals of repute.
2.	Assistant Systems Engineer/ Pay Level – 10/ (Age limit: 40 years)	<b>1st class B.Tech in CSE /M.Sc (IT) /MCA or equivalent</b> with 6 years of relevant experience <sup>s</sup> in Govt.Org./institute and/or reputed Computer Organisation/ Industry <b>OR</b> First Class M.E. /M. Tech in CSE with 4 years' of relevant experience <sup>s</sup> Govt. Org./institute and/or reputed Computer Organisation/ Industry.	

### **\$ Relevant Experience for the post of Assistant Systems Engineer:**

#### **Assistant Systems Engineer (1 post for System Administration):**

##### **Desirable Skills and Experience:**

Sound knowledge and Experience of System administration in Unix/Linux; Maintenance and upgradation of Linux kernel. Understanding of server system hardware and Linux system internals; Sound knowledge of open source software like Moodle, Open LDAP, Apache Server, Tomcat, Mail Server etc.; systems and networking software, hardware, and networking protocols. Experience in scripting and automation tools. A proven track record of developing and implementing IT strategy and plans Knowledge of implementing and effectively developing helpdesk and IT operations best practices, including expert knowledge of security, storage, data protection, and disaster recovery protocols.

##### **Desirable Certification:**

1. Oracle Linux System Administrator (Oracle)
2. Red Hat Certified Engineer (RHCE)
3. CompTIA Server+

#### **Assistant Systems Engineer (1 post for Network Administration):**

##### **Desirable Skills and Experience:**

Strong knowledge of networking software, hardware, and networking protocols. To have the analytical skills to understand where a problem is originating from. Comprehensive knowledge of network protocols and services. A proven track record of designing/maintaining/securing campus network. Troubleshooting skills of network functions such as security, servers, and routing. Being able to collaborate with other members of staff and **work as a team** to achieve institute's goals.

##### **Desirable Certification:**

1. CCIE (Cisco)
2. CCNP (Cisco)
3. Network+ (CompTIA)
4. Certified Wireless Network Professional (CWNP)
5. WCNA (Wireshark)

**Assistant Systems Engineer (1 post for HPC and Cloud Management):****Desirable Skills and Experience:**

Experience of integrating systems or designing solutions for HPC workloads, cloud administration, Cloud Migration and Deployment within Multi-Cloud Environments, Management of VMs in cloud environment Experience of creating and maintaining Virtual Environments. Experience and sound knowledge of VMWare Management (Migration, HA Mode, PSC, Vcenter appliance Mgmt, P2V,V2V). Sound knowledge of various OS like CentOS, RedHat, Ubuntu Linux as well as Windows. Experience and sound knowledge of Backup and Storage Management (Backup VM, Application, file system and Restoration). Working knowledge and Experience of Programming/Scripting capabilities in languages such as PHP, Python and C/C++. Experience of troubleshooting system problems – software and hardware. Experience with system management, monitoring/alerting tools. Understanding of Git, Github, or other version control system. Knowledge of parallel processing (problem decomposition and work distribution), parallel programming, computer architectures and clusters would be valuable. Experience and knowledge on Deep Learning libraries would be valuable.

**Desirable Certification:**

- Certificate in LINUX etc., such as
1. Red Hat Certified System Administrator (RHCSA) or
  2. Red Hat Certified Architect (RHCA), or
  3. Red Hat Certified Engineer (RHCE) or
  4. VMware Certified Technical Associate (VCTA) or
  5. VMware Certified Professional(VCP)
  6. Amazon Web Services (AWS) Certification
  7. IBM Certified Solution Architect

**Assistant Systems Engineer (1 post for IT Security):****Desirable Skills and Experience:**

Sound knowledge and Experience in Penetration Testing and fixing such issues. Sound knowledge and Experience in conducting VAPT of websites, Web applications, and network devices; Experience in security incident and event management, threat hunting, penetration testing and/or securing software development lifecycles (SDLC). Experience in design and architecture of cyber security and networking Experience of working in a team.

**Desirable Certification:**

1. Certified Ethical Hacker (CEH), or
2. Certified Information Security Manager (CISM). or.
3. Certified Information Systems Security Professional (CISSP)

3.	Counsellor / Pay Level – 10/ (Age limit: 40 years)	<p><b>Essential:</b> M.A/M.Sc. in Clinical Psychology and Graduation in Psychology with at least 55%marks from a recognized University /Institute.</p> <p><b>Experience:</b> 05 years' experience of Counselling which includes 01 year of Clinical experience in a Mental Health Centre plus 03 years' experience in the post of a regular full time Counsellor, preferably in an Educational/ Counselling Centre. Require good oral, written skills, ability to communicate adequately with diverse students and employ population.</p>	<p><b>Job Requirement:</b> The job would involve active counselling of students largely in the 16-28 age groups, organisational work in connection with developing a suitable counselling programme for students and liaison work with professional volunteer agencies and hospitals for the .benefit of the student population of the Institute.</p> <p>Proficiency in the use of a variety of computer office applications viz., M.S Word, Excel, Power-point or equivalent is a must.</p> <p><b>Desirable:</b> Additional qualification in Mental Health or Counselling.</p>
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<p>4.</p>	<p>Technical Officer</p> <p>(01 No. for Cell Culture &amp; 02 Nos. for HRTEM/ FESEM/XPS/ XRD/UV-visible spectrophotometer)</p> <p>(Age limit: 40 years)</p>	<p><b>Essential:</b></p> <p><b>(A) <u>For one post for Cell Culture Lab:</u></b></p> <p>(i) Master degree or equivalent qualification in Zoology/ Biotechnology or allied disciplines with a minimum of 55% marks in qualifying degree from a recognised University/Institute <u>with four years relevant experience#.</u></p> <p>(ii) Proficiency in the use of a variety of computer office applications, M.S Word, Excel, Power-point or equivalent is a must.</p> <p><b>(B) <u>For two posts for HRTEM/ FESEM/XPS/XRD/UV-visible spectrophotometer:</u></b></p> <p>(i) Master degree or equivalent qualification in Chemistry/Physics/ Materials Science or allied disciplines with a minimum of 55% marks in qualifying degree from a recognised University/Institute <u>with four years relevant experience#.</u></p> <p style="text-align: center;"><b>OR</b></p> <p>M. Tech degree or equivalent qualification in Chemical Engineering/Materials &amp; Metallurgical Engg. or allied disciplines with a minimum of 55% marks in qualifying degree from a recognised University/Institute <u>with two years relevant experience#.</u></p> <p style="text-align: center;"><b>OR</b></p> <p>Bachelor's degree (four years) or equivalent qualification in Chemical Engineering/Materials &amp; Metallurgical Engg. &amp; equivalent with a minimum of 55% marks in qualifying degree from a recognised University/Institute <u>with five years relevant experience#.</u></p>	<p><b># Relevant Experience:</b></p> <p><b>(A) <u>For 1 post for Cell Culture Lab:</u></b></p> <p>The candidate should have hands on experience on cell related studies like cell viability, cell growth, cytocompatibility study, cellular internalization study, handling of fluorescence microscope.</p> <p><b>B) <u>For two posts for HRTEM/FESEM/XPS/XRD/UV-visible spectrophotometer:</u></b></p> <p>The candidate should have hands on experience on handling sophisticated instruments such as HRTEM/ FESEM/XPS/XRD/UV-visible spectrophotometer.</p>
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5.	Workshop Superintendent / Academic Pay Level – 12/ (Age limit: 50 years)	<p><b>Essential:</b></p> <p>i) M. Tech Degree in Engineering or equivalent qualification in Mechanical Engineering with a minimum of 55% marks in the qualifying degree from a recognized University/ Institute with five years relevant experience at the level of Asstt. Workshop Superintendent in the Grade Pay of Rs. 5400 in PB-3 (Pay Level – 10) or above.</p> <p style="text-align: center;"><b>OR</b></p> <p>Bachelor's Degree (four years) or equivalent qualification in Mechanical Engineering with a minimum of 55% marks in the qualifying degree from a recognized University/ Institute with eight years relevant experience at the level of Asstt. Workshop Superintendent in the Grade Pay of Rs. 5400 in PB-3 (Pay Level – 10) or above.</p> <p>ii) Proficiency in the use of a variety of computer office applications, M.S Word, Excel, Power-point or equivalent is a must.</p>	
6.	Placement Officer/ Pay Level – 12/ (Age limit: 50 Years)	<p><b>Essential:</b></p> <p>Master's degree in Engineering / Technology with at least 55% marks in the qualifying degree from a recognized University / Institute with at least of 05 years' experience in teaching/research/ Training &amp; Placement of Engineering personnel/Industry or Academic Administration in GP Rs. 5400/- in PB-3 (Pay Level – 10) or equivalent</p> <p style="text-align: center;"><b>OR</b></p> <p>Bachelor's degree in Engineering / Technology with at least 55% marks in the qualifying degree from a recognized University / Institute with at least of 07 years' experience in teaching/research/ Training &amp; Placement of Engineering personnel/Industry or Academic Administration in GP: Rs. 5400/- in PB-3 (Pay Level – 10) or equivalent</p>	
7.	Deputy Registrar/ Pay Level – 12/ (Age limit: 50 years)	<p><b>Minimum Educational Qualification:</b></p> <p>Masters' degree or equivalent in any discipline with at least 55% marks or its equivalent Grade of B in the UGC seven points scale.</p> <p><b>Experience:</b></p> <p>At least 9 Years' experience as Assistant Professor in the Academic Pay Level – 10 and above with experience in educational administration or comparable experience in research establishment and / or other institutions of higher education.</p> <p style="text-align: center;"><b>OR</b></p>	<p><b>Desirable:</b></p> <p>A degree in Law /Management / Engineering/CA/CS/ICWA from a recognized University/ Institute.</p>

		5 years' of administrative experience as Assistant Registrar or equivalent post in Pay Level – 10 and above. Experience in handling computerized administration / Establishment/ Stores & Purchase / Financial matters.	
8.	Assistant Registrar/ Pay Level – 10/ 40 years	<p><b>Minimum Educational Qualification:</b></p> <p>Masters' degree or equivalent in any discipline with at least 55% marks or its equivalent Grade of B in the UGC seven points scale.</p> <p><b>Experience:</b></p> <p>At least five years relevant administrative experience in supervisory capacity in a Govt. office/University/ Technological institution or an organization of repute which may include activities related to examinations, academics, establishment, general administration, R&amp;D, student affairs, accounts etc. in the Pay Level – 7 or equivalent.</p>	<p>i) Professional qualification in area of Management / Finance &amp; Accounts</p> <p>ii) Experience in handling Administrative / Legal / Finance / Stores &amp; Purchase / Establishments matters.</p>
<p><b>Note:</b> The above mentioned qualifying degrees are essential. The candidates not possessing the same shall not be considered.</p>			

### **GENERAL INSTRUCTIONS TO THE CANDIDATES**

1.	Age relaxation for SC, ST, OBC and Divyang candidates against reserved posts shall be admissible as per Government of India Norms.
2.	In the case of candidates who have served the Institute or other IITs/NITs/CFTIs etc. for at least three years on a regular post, the maximum age limit may be relaxed by 5 years. (No age relaxation for the employees from private organisations shall be admissible under this clause) Age relaxation as per GoI norms shall also be admissible to the regular employees of Central/State Governments; Ex-Servicemen etc.
3.	<p>(a) The Institute reserves its right to place a reasonable limit on the total number of candidates to be called for selection process.</p> <p>(b) Fulfillment of qualifications per-se does not entitle a candidate to be called for selection process.</p> <p>(c) The Institute reserves the right not to fill up the posts, cancel the Advt. in whole or in part without assigning any reason and its decision in this regard shall be final.</p>
4.	<p>(a) The SC/ST/ OBCs-NCL are required to attach a copy of the Caste Certificate with the application in the <b>format prescribed by the Govt. of India</b> [A copy of the same certificate shall be collected before the interview (wherever applicable), failing which the candidate concerned may not be allowed for his/ her personal interview.</p> <p>(b) OBCs-NCL certificate issued only after 31.03.2020 will be considered.</p> <p>(c) The Institute follows the reservation norms as per GOI rules for SC/ ST/ OBC/EWS and Divyangs. Central Govt. approved list of SC, ST and OBC categories is applicable at IIT (ISM), Dhanbad.</p>
5.	The closing date for submission of application shall be considered the cut-off date for age, educational qualification and experience etc.
6.	The Institute reserves the right to assign/ transfer the selected candidates to any section/department within the Institute and appointments will be offered accordingly.
7.	<p>(a) The Institute reserves the right to relax experience in the case of candidates serving in Government Departments/ IITs/ NITs/ Central Autonomous Bodies in analogous positions.</p> <p>(b) Higher initial basic pay may be given to exceptionally qualified and deserving candidate(s).</p>

8.	<p><b>The selection process will be as under:</b></p> <table><tr><td>Step I: Written Test</td><td>-</td><td>80 marks</td></tr><tr><td>Step II: Skill/Computer Proficiency Test</td><td>-</td><td>20 marks</td></tr><tr><td><b>Total</b></td><td><b>-</b></td><td><b>100 marks</b></td></tr></table> <p>The Committee constituted to conduct the Written Test and Trade Test/ Computer Test will decide the minimum qualifying marks for Written &amp; Computer Test. Only the candidates who will qualify the Written &amp; Computer Test (step I&amp;II) will be called for Presentation &amp; Interview of the selection process. The final selection will be on the basis of presentation and interview before the Selection Committee.</p>	Step I: Written Test	-	80 marks	Step II: Skill/Computer Proficiency Test	-	20 marks	<b>Total</b>	<b>-</b>	<b>100 marks</b>
Step I: Written Test	-	80 marks								
Step II: Skill/Computer Proficiency Test	-	20 marks								
<b>Total</b>	<b>-</b>	<b>100 marks</b>								
9	No TA will be paid for written/Computer/skill tests.									
10	The candidates recommended for interview will be paid for the train journey by AC-III Tier by the shortest direct route on submission of claim and tickets.									
11	<p><b>Recruitment Fee and mode of payment: Recruitment fee</b> Rs. 1000/- <b>to be paid through SBI collect link available on the website of the Institute</b> <a href="https://www.onlinesbi.com/sbicollect/icollecthome.htm?corpID=272342">https://www.onlinesbi.com/sbicollect/icollecthome.htm?corpID=272342</a> and the payment details are to be filled in the application form.</p> <p><b>Note: SC/ST/ Ex-Servicemen/Divyang and Female candidates are exempted from payment of recruitment fee.</b></p>									
12	<p>Application is required to be submitted online latest by 20<sup>th</sup> March, 2021 using the Non-Faculty Recruitment module available on the link <a href="https://nfr.iitism.ac.in/index.php/recruitment/User_login">https://nfr.iitism.ac.in/index.php/recruitment/User_login</a></p> <p><b>Notes:</b></p> <ol style="list-style-type: none"><li>1. Applications received after the closing dates and incomplete applications will be summarily rejected.</li><li>2. The applicants should keep visiting the website of the Institute for any information related to the recruitment process.</li><li>3. Institute reserves its rights to decide the method of Selection Process depending upon the number of applications/shortlisted candidates.</li><li>4. The candidates applying for the post(s) should ensure that they meet all the eligibility conditions. If at any stage it is found that the candidate is not meeting the eligibility conditions, his/her candidature will be summarily rejected.</li></ol>									
13	Legal disputes, if any, regarding the above will be restricted within the jurisdiction of Dhanbad only.									

Registrar