



# INDIAN INSTITUTE OF TECHNOLOGY GANDHINAGAR

## RECRUITMENT RULES 2018 (RR 2018)

(As approved by the Board of Governors in its 24<sup>th</sup> meeting held on 27 July 2018, 33<sup>rd</sup> meeting held on 15 November 2021, 38<sup>th</sup> meeting held on 05 September 2023 and 39<sup>th</sup> meeting held on 19 January 2024)



# RECRUITMENT RULES 2018

## CONTENTS

Sr. No.	Particular	Page No.
1.	Introduction	01
2.	Short Title and Commencement	01
3.	Objective	02
4.	Sanctioned Strength and Caderisation	02
5.	Methods of Selection	02
6.	Basic Principles	06
7.	Power to Relax	08
8.	Interpretation / Removal of Difficulty	08
9.	Cadres and Levels	09
	a. Administration and Accounts Cadre	09
	b. Library Cadre	10
	c. Institute Works Cadre	11
	d. Lab & ICT Cadre	12
	e. Physical Education Cadre	13
	f. Health Services Cadre	13
	g. Security Cadre	14
	h. MTS Cadre	14
	i. Driver Cadre	14
10.	Recruitment and Promotion Criteria	15
	a. Administration and Accounts Cadre	15
	b. Library Cadre	25
	c. Institute Works Cadre	30
	d. Lab & ICT Cadre	34
	e. Physical Education Cadre	40
	f. Health Services Cadre	43
	(i) Medics	43
	(ii) Para-medics	45
	g. Security Cadre	48
	h. MTS Cadre	50
	i. Driver Cadre	52



## **RECRUITMENT RULES (RR) FOR NON-FACULTY POSTS**

### **1. INTRODUCTION:**

The non-faculty staff of IIT Gandhinagar is integral to achieving the Institute's goals of excellence in academics and research. They perform multiple roles across various functions/ sections and therefore have to be competent and up-to-date in their knowledge and skills.

As per Ministry of HRD letters dated 05 July 2010 and 10 June 2013 IITs may design non-faculty (administrative/ managerial/ technical) staff structure (within the prescribed students to non-faculty staff ratio of 10:1.1) and to evolve recruitment rules for each category of posts and implement them after duly getting the approval of Board of Governors. The letters also provide for creation of a vacancy based promotions independent of MACP. Accordingly, this document to outline Recruitment Rules (RR) of IIT Gandhinagar has been framed.

### **2. SHORT TITLE AND COMMENCEMENT:**

- a. These rules will be called IIT Gandhinagar Recruitment Rules 2018 (RR).
- b. These rules shall come into force on the date of their notification and, subsequently, all the appointments in the Institute shall be made only in accordance with the provisions of these rules.
- c. Any person appointed on regular basis and holding the post on the date of commencement of these rules shall be deemed to have been appointed under these rules and shall continue in the substantive post and, the services rendered by him/ her in the said post before the said commencement shall be taken into account as regular service for deciding eligibility for promotion to the next grade.
- d. These RR are framed with long term perspective. Hence, many positions are mentioned in RR for which recruitment/ promotion may not be exercised in the near future.



### **3. OBJECTIVE:**

The main objectives of Recruitment Rules are

- a. Appointment of the best suitable candidate for a post by identifying appropriate eligibility norms and following appropriate method of recruitment in line with the requirements of the post.
- b. To ensure fair process of selection in accordance with Act & Statutes of the Institute.
- c. To provide a career path to employees that will encourage consistent high performance and motivate employees to achieve excellence in their performance and attain their career goals.

### **4. SANCTIONED STRENGTH AND CADERISATION:**

The non-faculty posts have been classified into two categories viz., Administrative and Technical. The posts have been organized into cadres which consist of multiple grades/ levels of employees within a work domain/ functions (e.g., The Nursing cadre consists of Assistant Staff Nurse, Staff Nurse and Senior Staff Nurse). The RR also as far as possible are aligned to the nomenclature, pay levels as per VII CPC scales which will be moderated to comply with the subsequent CPC scales. The details of cadres and levels therein are provided in Section 9 and their recruitment and promotion criteria are detailed in Section 10. The current sanctioned posts will be mapped in these cadres and levels. Subsequent sanctions of posts will also be mapped accordingly. The sanctioned strength is subject to periodic review as envisaged in Section 6 below. Posts in Level 01 to 05 are categorized as Group C post, posts in Level 06 to 09 are Group B posts, and posts in Level of 10 and above are considered Group A post.

### **5. METHODS OF SELECTION:**

The methods of filling up of the post in each level have been prescribed for each cadre. Two types of selection have been adopted under IITGN RR viz., (i) Open selection through direct recruitment, and (ii) Internal selection by promotion on Merit-cum-Seniority basis. These will be called Direct Recruitment and Promotion, respectively. In addition, the Institute may go in for other modes of filling up posts, as provided for in the Statutes or approved by the Board.



- a. **Direct Recruitment** is recruitment by open advertisement which is open to all candidates based on prescribed age, educational qualification, experience etc. indicated in the IITGN RR. The percentage of posts in a level in each cadre to be filled up by direct recruitment are indicated in Section 9. In addition, positions of group A & B posts in all cadres to be filled by Direct Recruitment may also be filled by Deputation from employees of Central, State Government or PSUs/ Autonomous Bodies. Appointment on fixed tenure contract in regular pay scale shall also be part of this direct recruitment process. The attributes to be evaluated for Direct Recruitment will include (i) competence in the area, (ii) past experience, (iii) communication skills, (iv) attitude to work, and (v) ethical values.

The procedure of Direct Recruitment normally will be as under.

**Step-I:**

Applications for the post will be invited through a brief announcement/ advertisement for wider publicity on the official website of the Institute and in leading newspapers of repute. The official website will also carry detailed announcement of the post.

**Step-II:**

Applications received in response to the announcement will be scrutinized by a Screening Committee, constituted by the Director, for eligibility. If the applications are large in number the Screening Committee will prepare a shortlist of the applications based on the shortlisting criteria approved by the Director.

**Step-III:**

The shortlisted candidates, as approved by the Director, will be called for written test/ skill test/ personal interview to be conducted by a Selection Committee constituted by the Director as per the provisions in the Statutes of the Institute.

**Step-IV:**

Depending on the number of shortlisted candidates called for the written test, the test may be used as only qualifying test. Only limited number of candidates may be called for final selection which may be based on the skill test and/or personal interview.

**Step-V:**

If all the vacancies of a post are filled, a waiting list may be generated by the Selection Committee based on the merit and this waiting list will be applicable for one year from the date of appointing selected candidates for the post.

**Step-VI:**

The final selection report of the Selection Committee is to be approved by the appointing authority as provided in the Statutes of the Institute. Based on the approved selection report, appointment orders will be issued to the selected candidates mentioning their post, category, salary scale, applicable allowances and other terms of appointment.

- b. **Promotion** is selection from identified feeder grades from among employees, who have competence and potential, to a higher post through merit-cum-seniority assessment based on written test, APAR grading and interview regarding assessing credentials. These will be as per the prescribed qualification, number of years of qualifying service, percentage of posts to be filled by promotion etc. The assessment is designed to ensure that the official has sufficient opportunity to demonstrate his/her competence/potential for holding the higher post.

The procedure of merit-cum-seniority assessment will broadly be as under.

**Step-I:**

Applications for the promotion post will be invited through an internal announcement through email or on the official website of the Institute.

**Step-II:**

Applications received in response to the internal announcement will be scrutinized by a Screening Committee, constituted by the Director, for eligibility. The Screening Committee will prepare a shortlist of the applications based on the shortlisting criteria approved by the Director.

**Step-III:**

The shortlisted candidates, as approved by the Director, will undergo assessment of merit-cum-seniority to be conducted by a Selection Committee to be constituted by the Director, as follows, depending on the group to/in which the promotion is to take place.



Promotion to/in Group A:

- Director (Chair),
- Deputy Director or Dean in-charge of the section or a Professor nominated by the Director
- Registrar
- One expert nominee

Promotion to/in Group B:

- Deputy Director or a Dean nominated by the Director (Chair),
- Dean in-charge of the section or a Professor nominated by the Director
- Registrar
- Deputy Registrar or Assistant Registrar of the section or any other officer heading the section, or a faculty nominated by the Director

Promotion to/in Group C:

- Chairperson and three officers/ faculty nominated by the Director

The assessment of Merit-cum-Seniority will consist of the following components and weightage.

(i) Assessment of APAR	:	50% weightage
(ii) Personal test and interview	:	50% weightage

Personal interview will be aimed at assessing the employees' suitability and credentials, awards and recognitions, performance in challenging tasks, and work attitudes, etc.

Step-IV:

The final selection report based on merit-cum-seniority assessment by the Selection Committee is to be approved by the appointing authority as provided in the Statutes of the Institute.

Step-V:

Based on the approved selection report, appointment/promotion orders to the posts will be issued to the selected candidates mentioning their post, category, salary scale, applicable allowances and other terms of appointment.



## 6. BASIC PRINCIPLES:

- a. All posts will be filled up as per the methods prescribed in the RR in force at the time of filling of vacancies.
- b. RR also provides for merit-cum-seniority based career advancement in a given cadre based on the vacancies in the cadre. This is in addition to the operation of Modified Assured Career Progression Scheme (MACPS), as applicable to IITs, which assures a time bound financial upgradation.
- c. Every recruit/ promotee shall initially be appointed on probation. The period of probation shall be two years from the date of appointment, which may be extended further by the competent authority.
- d. Appointment of a person on deputation or fixed tenure basis on the recommendations of the Selection Committee with such benefits which are similar to regular appointments shall be made initially for a period of two years which can be extended, on satisfactory performance, for a maximum period of upto five (5) years. However, in exceptional cases, another tenure not exceeding five years may be given. In addition, persons with outstanding performance may be considered for regular appointment with the approval of the appointing authority. In such case the period of deputation or fixed tenure completed by the said person may be treated as completion of period of probation applicable for the said post, with the approval of the appointing authority.
- e. If any decision is taken to create a new post or re-structure any service, the RR shall suitably be updated for that particular post.
- f. Staff strength (as per rules in force from time to time), vacancies and processes of recruitment and promotions may be reviewed/ held every year by September.
- g. Nothing in these rules shall affect the provisions regarding reservations, relaxation of age-limit and other concessions required to be provided for Scheduled Castes, Scheduled Tribes, PwDs and other categories as approved by the Board from time to time in this regard. The rosters shall be accordingly recast as per latest valid provisions.
- h. Subject to the powers specified in these norms, any amendment to the provisions in the RR can be done only with the approval of the BoG as applicable.





- i. General Age limits for direct recruitment will be as under.

Group 'A' – 50 years for post with Level 12 & above; 45 years for other posts.

However, for Registrar and Librarian the age limit will be 57 years  
and for Chief Engineer age limit will be 55 years.

Group 'B' – 32 years

Group 'C' – 27 years

Relaxation in age would be admissible as per Central Government Rules. Persons working with IITs who are educationally qualified and otherwise eligible can be considered for the recruitment up to a maximum age of 50 years for the posts upto Level 11.

The Director may however consider extraordinary cases for relaxing the age limits pertaining to fixed tenure appointments. Age limits prescribed for the posts are not applicable for regular employees of the Institute, and the employees joining on deputation.

- j. Qualifications and experience required for Registrar, Deputy/ Assistant Registrar and senior positions (Group A) in Library Cadre and Physical Education Cadre be moderated from time to time to match Government of India norms for IITs in this regard.
- k. All selections/ promotions will be made by duly constituted committee as provided in the Statutes or as approved by the Board.
- l. The Institute has the right to set norms for short listing/ screening and the number of candidates to be called for the Test/ Interview based on the recommendation of screening committee.
- m. The entire recruitment process for a post starting from advertisement to holding of interview will normally be completed within six months.
- n. To the extent possible, works related to maintenance, housekeeping, hostel mess, horticulture, transport and other such related activities required for maintaining the ambiance in the Institute will be outsourced.



- o. Inter-se seniority of employees selected for appointment to a post and placed in a particular panel shall be determined by the order of merit in which their names appear in that panel and not by the respective dates of their assumption of charge of their duties, i.e., dates of joining to the post.
- p. Notwithstanding anything contained in these Rules, the Director may, in case of urgent need, permit appointment on short-term contract against any post included in these rules on a consolidated remuneration. In such cases the contract period shall not normally exceed one year.
- q. Vacancies caused by any incumbent being away on deputation, long illness, long leave or under any other circumstances for a duration of one year or more, may also be filled by way of recruitment on Deputation or Contract of fixed tenure.
- r. Employees who are on deputation to the Institute and are selected for absorption at the Institute then their regular service period during deputation will be counted for consideration of benefits as for a regular employee provided he/she has completed probation period.
- s. Service of employees who are on contract appointment on regular pay scale with the Institute may be counted for consideration of benefits as for a regular employee.
- t. Provisions of FR 56(j) will be applicable as may be decided by the Board of Governors from time to time.

## **7. POWER TO RELAX:**

When the Appointing Authority is of the opinion that it is necessary or expedient to do so, it may, for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of posts or persons with the approval of the Chairman of the Board of Governors.

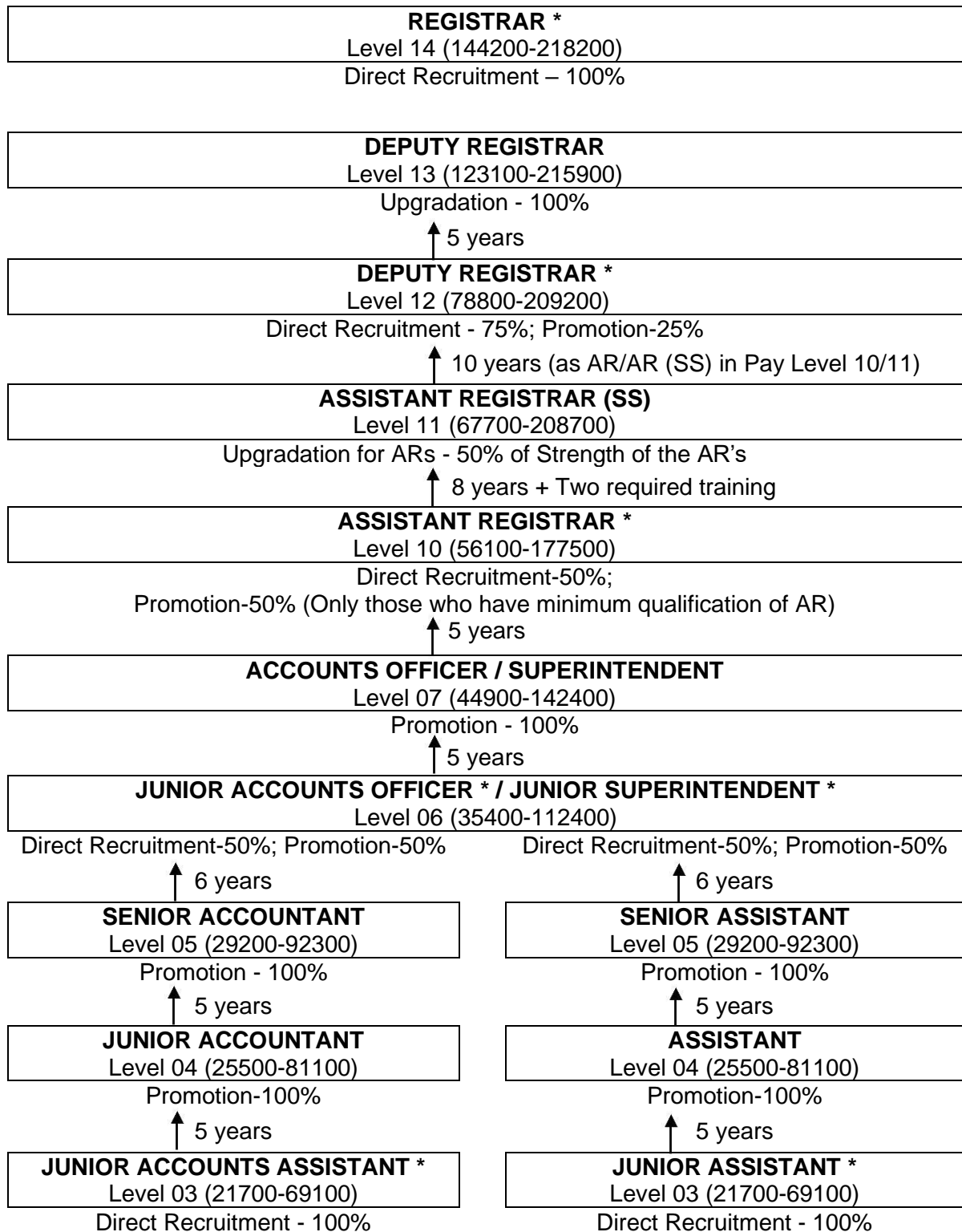
## **8. INTERPRETATION / REMOVAL OF DIFFICULTY:**

If any difficulty arises in the implementation or operation of any of the provisions of these Rules, the Director may, from time to time, issue with the approval of the Chairman of Board of Governors, such general or special directions, which appear to be necessary for the purpose of removing such difficulty.



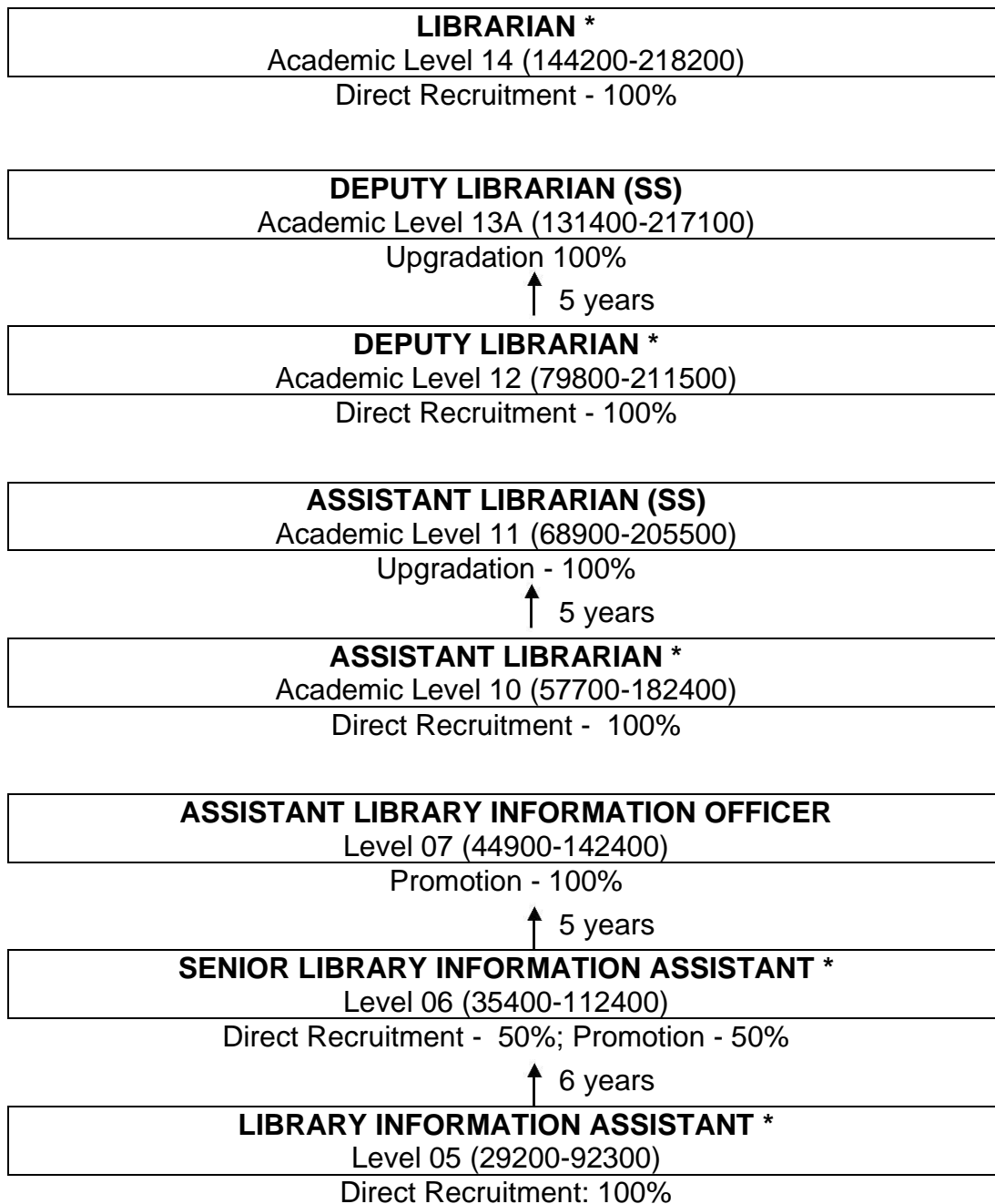
## 9. CADRES AND LEVELS:

### a. Administration and Accounts Cadre



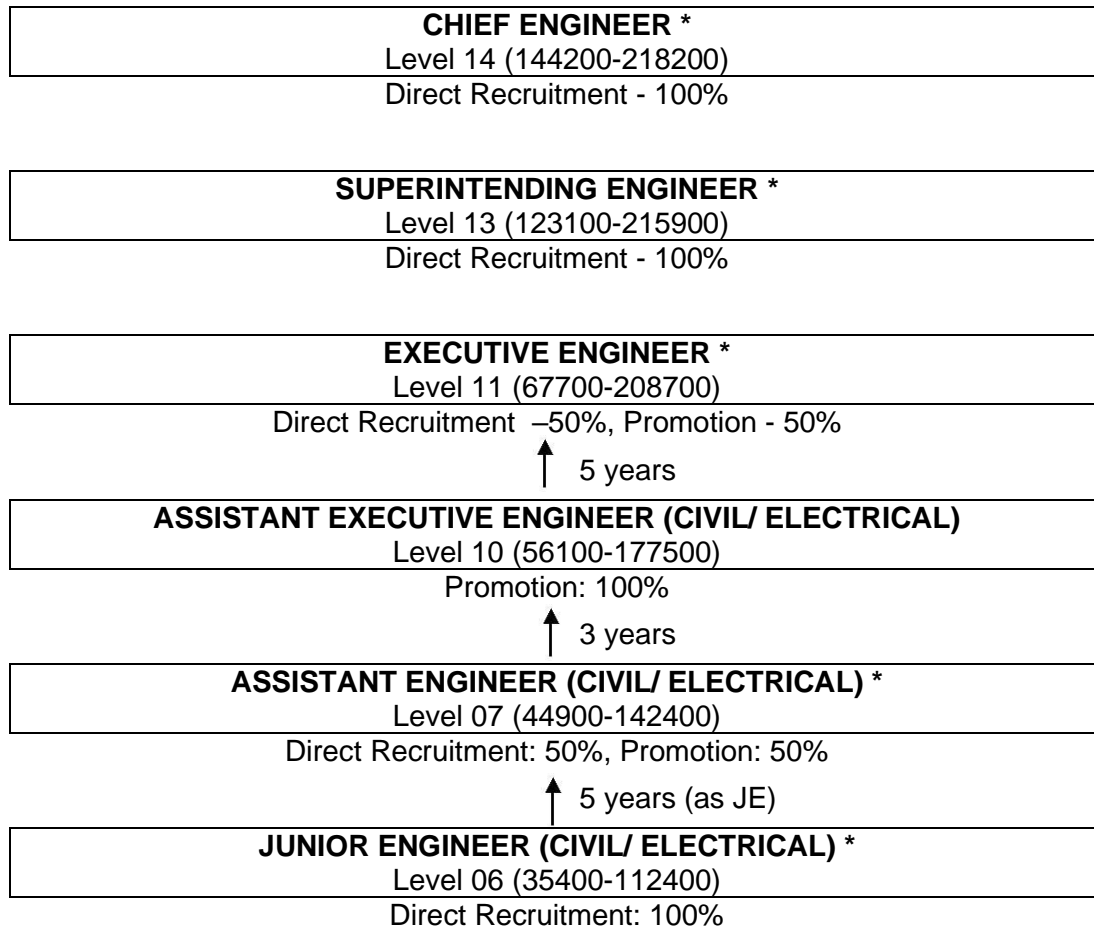
\* Recruitment Level

(As revised by the BoG in 39<sup>th</sup> meeting)

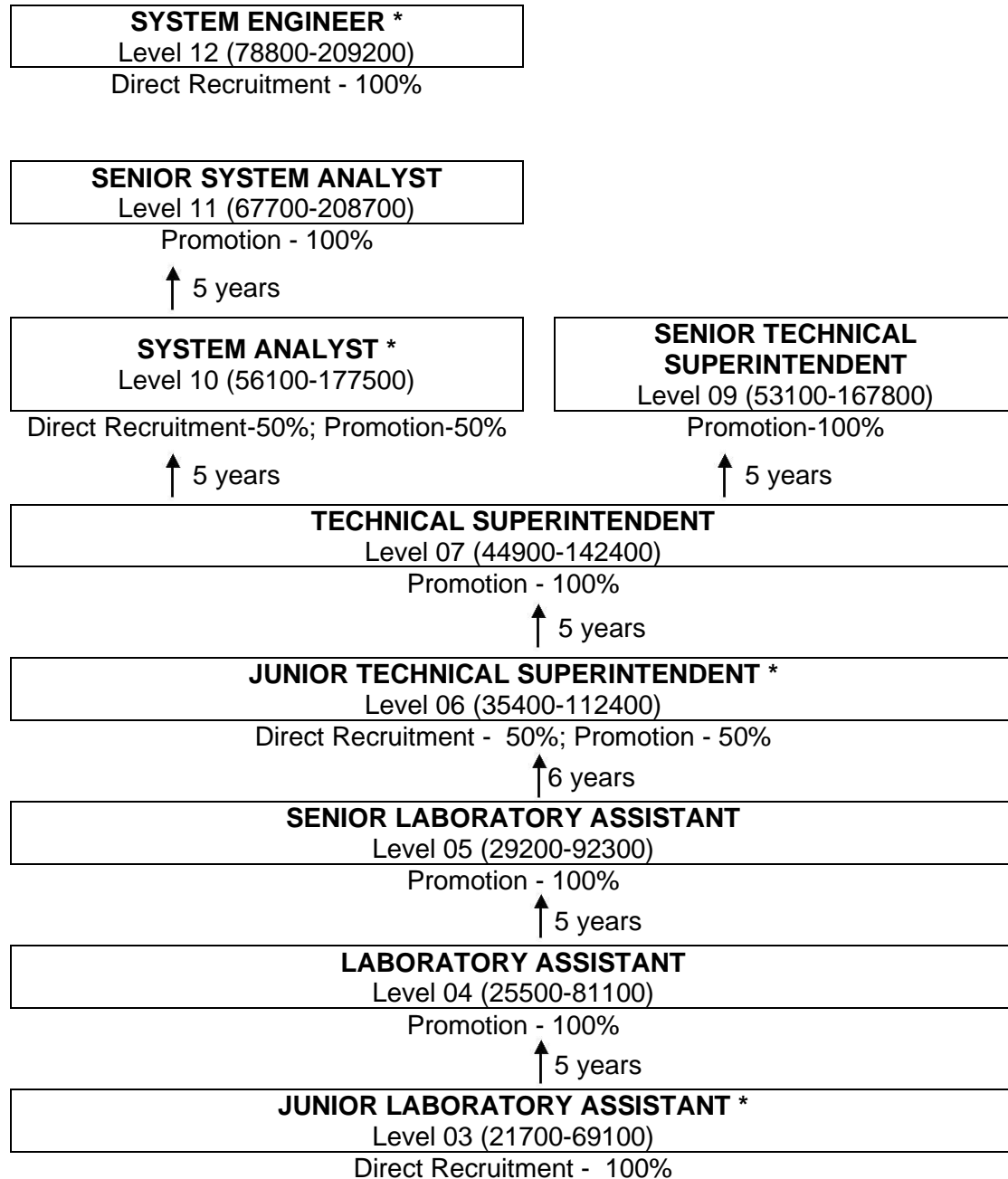
**b. Library Cadre**

\* Recruitment Level

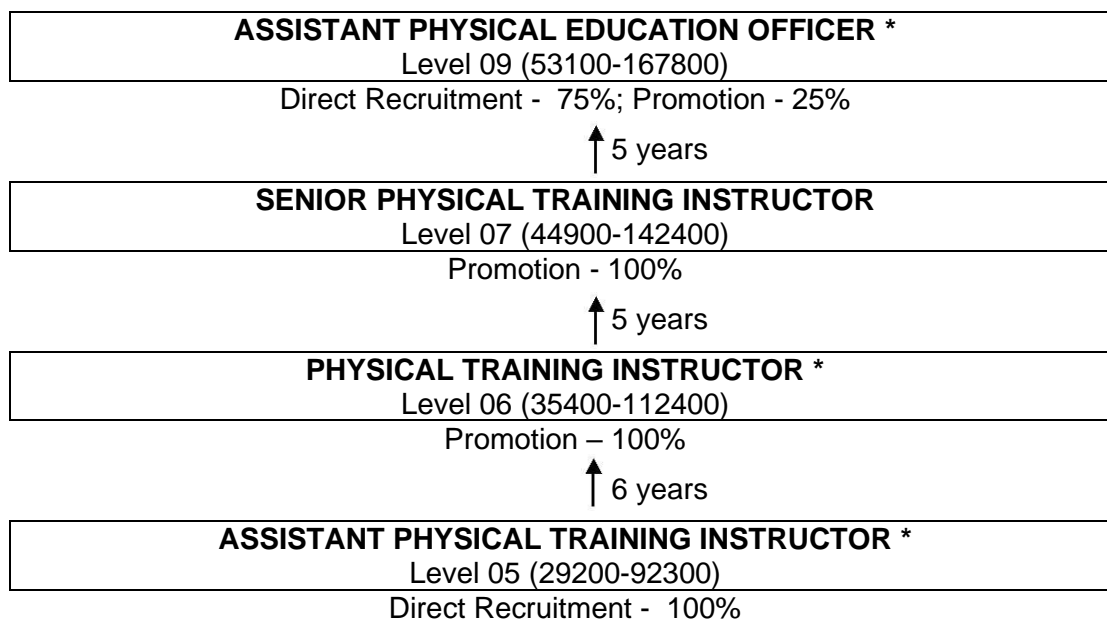
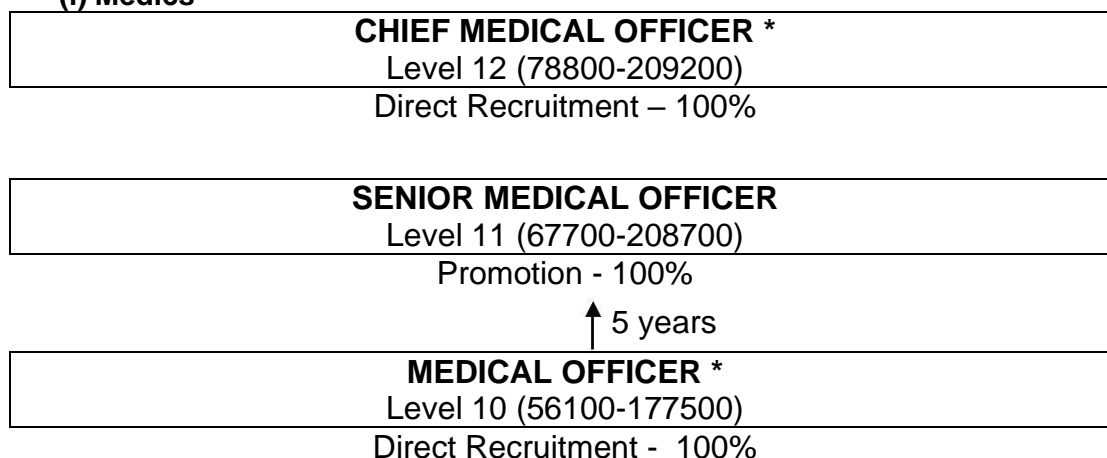
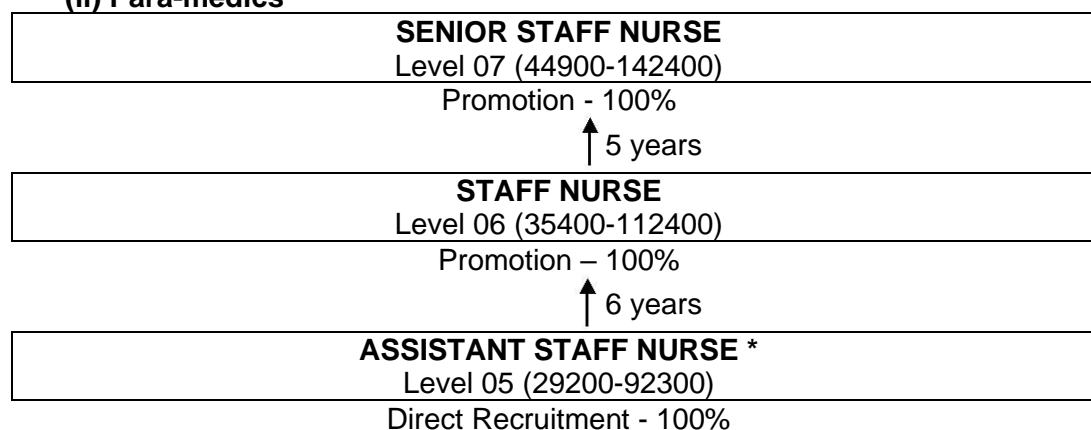
(As revised by the BoG in 33<sup>rd</sup> meeting)

**c. Institute Works Cadre**

\* Recruitment Level

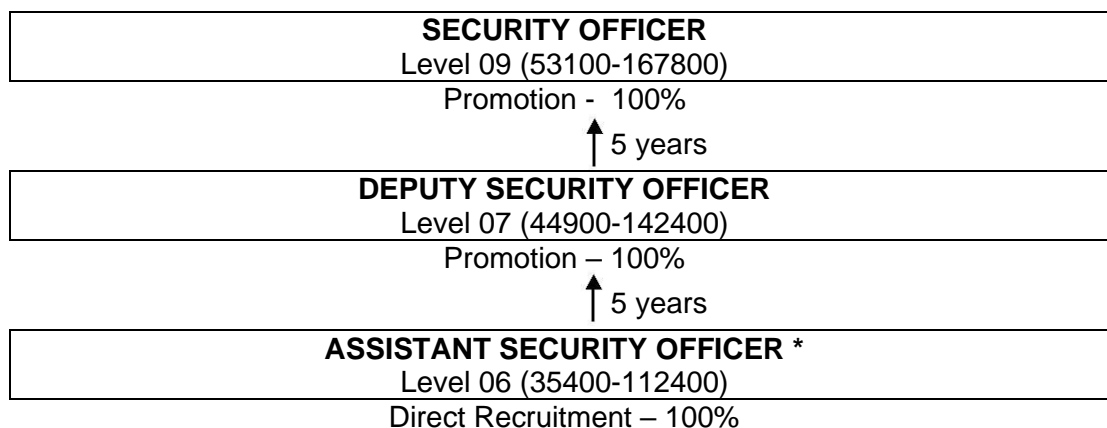
**d. Lab & ICT Cadre**

\* Recruitment Level

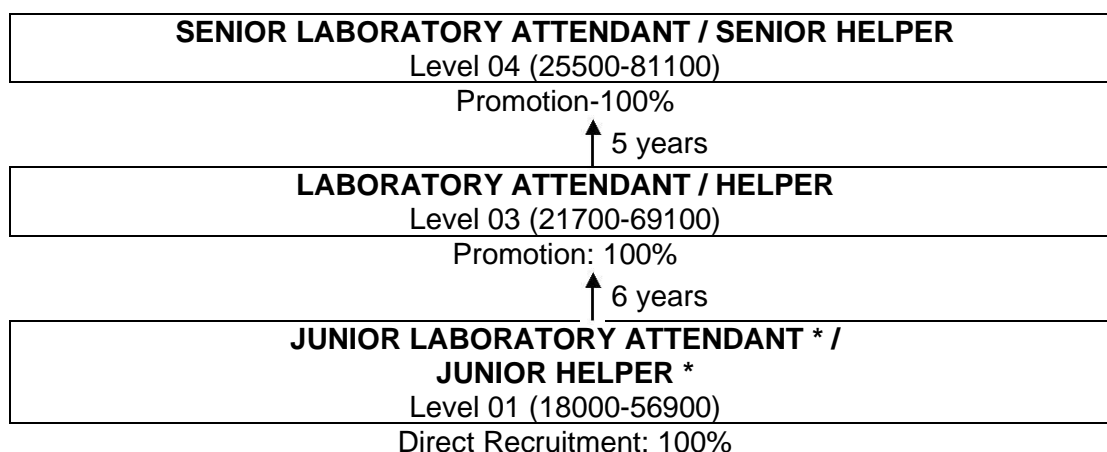
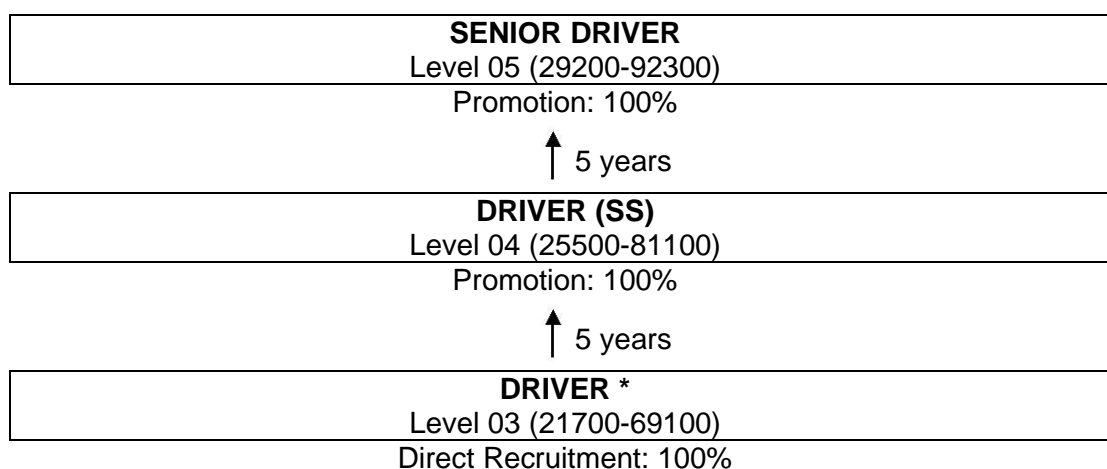
**e. Physical Education Cadre****f. Health Services Cadre****(i) Medics****(ii) Para-medics**

(As revised by the BoG in 38<sup>th</sup> meeting)

\* Recruitment Level

**g. Security Cadre****h. MTS Cadre**

**Multi-Tasking Staff will include Attendants/ Helpers for Laboratory, Library, Maintenance, Hospitality and Health Centre etc.**

**i. Driver Cadre**

\* Recruitment Level





## 10. RECRUITMENT AND PROMOTION CRITERIA

Various selection criteria such as prescribed age, educational qualification, required experience, etc. for each post are provided hereunder

### a. Administration and Accounts Cadre

10.1	Name of the Post	:	<b>Registrar</b>
a.	Classification	:	Group A
b.	Scale of Pay	:	Level 14 (144200-218200)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	57 years
e.	Educational and other qualifications required for direct recruitment	:	<p>Minimum Qualification:</p> <ul style="list-style-type: none"> <li>- Postgraduate degree with at least 55% marks or its equivalent grade.</li> <li>Two years degree/diploma after graduation, like LLB, CA, MBA or equivalent shall be considered at par with PG degree.</li> </ul> <p>Minimum Experience:</p> <ul style="list-style-type: none"> <li>- 15 years in post(s) in Academic Pay Level 11 or its equivalent grade and above, with considerable experience in administration at institutions of higher education/ research OR</li> <li>- 08 years with Academic Pay Level 12 or its equivalent grade and above, with considerable experience in administration at institutions of higher education/research, OR</li> <li>- 15 years of administrative experience, of which 08 years should be with Pay Level 12 or above in the post of Deputy Registrar or an equivalent post.</li> </ul> <p>Desirable:</p> <ul style="list-style-type: none"> <li>- A degree in Law/ Management/ Engineering from recognized University/ Institute.</li> <li>- Experience in educational administration, financial and personnel management and capacity to lead the administration in a residential institution.</li> </ul>
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable.
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	<ul style="list-style-type: none"> <li>• Direct Recruitment or</li> <li>• Appointment on Deputation or</li> <li>• Contract basis for a tenure of upto 5 years or till attaining the age of 62 years whichever is earlier.</li> </ul> <p>Appointment on deputation or contract to be preferred.</p>
i.	In case of recruitment by promotion or by deputation or absorption, grades	:	Deputation: Officers under the Central/ State Governments/



	from which promotion or deputation or absorption to be made		Universities/ Recognized Research Institutes or Institutes of national importance: - holding analogous post or - with at least three years regular administrative service in posts with Pay Level 13 or equivalent
j.	If a Departmental Promotion Committee exist what is its composition	:	Not applicable
k.	Age of superannuation	:	62 years

10.2	Name of the Post	:	<b>Deputy Registrar</b>
a.	Classification	:	Group A
b.	Scale of Pay	:	Level 12 (78800-209200)  After 05 years of service as Deputy Registrar, the incumbent will move to Level 13 (123100-215900).
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	50 years
e.	Educational and other qualifications required for direct recruitment	:	Minimum Qualification: - Postgraduate degree with at least 55% marks or its equivalent. - Two years degree/diploma after graduation, like LLB, CA, MBA or equivalent shall be considered at par with PG degree. Minimum Experience: - 09 years, in post(s) in Academic Pay Level 10 or its equivalent grade and above with experience in academic, financial, legal, and general administration OR Comparable administrative experience in research establishments and/or other institutions of higher education OR - 5 years of administrative experience as Assistant Registrar in Pay Level 10 or in an equivalent post. Desirable: - Experience in computer based Finance & Accounts/ Audit/ Academics/ Purchase & Stores/ Establishment/ Personnel & HR/ General Administration.
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not applicable
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Direct Recruitment: 75% Promotion: 25%
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	Promotion: - 10 years of administrative experience as Assistant Registrar in the Pay Level 10/11. - Must meet minimum qualifications criteria as per (e) above.



		Deputation: Officers under the Central/ State Governments/ Universities/ Recognized Research Institutes or Institutes of national importance: - holding analogous post or - with at least three years regular administrative service in posts with Pay Level 11 or equivalent
j.	If a Departmental Promotion Committee exist what is its composition	: Not applicable
k.	Age of superannuation	: 60 years

(As revised by the BoG in 39<sup>th</sup> meeting)

10.3	Name of the Post	:	<b>Assistant Registrar</b>
a.	Classification	:	Group A
b.	Scale of Pay	:	Pay Level 10 (56100-177500)  After 08 years of service as Assistant Registrar, 50% of the strength, who have also undergone two trainings as per prevailing rules, will be moved to higher Pay Level 11 with the same designation Assistant Registrar, though with a senior scale, as per rules notified from time to time.
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	45 years
e.	Educational and other qualifications required for direct recruitment	:	Minimum Qualification: - Postgraduate degree with at least 55% marks or its equivalent grade with good academic record. Two years degree/diploma after graduation, like LLB, CA, MBA or equivalent shall be considered at par with PG degree. Minimum Experience: - 08 years of relevant experience with at least 03 years of work experience in a senior supervisory capacity (Pay Level 07 or more) in areas of accounts/ audit/ general administration/ finance/ legal matters/ administration of academic and examination affairs in institution of higher learning or in comparable government/ private organizations.
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Educational qualification shall apply.
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Direct Recruitment: 50% Promotion: 50%



i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	Promotion: - 05 years administrative experience as Superintendent/ Accounts Officer in Pay Level 07. - Must meet minimum qualifications as per (e) above. Deputation: Officers under the Central/ State Governments/ Universities/ Recognized Research Institutes or Institutes of national importance: - holding analogous post or - with at least three years regular administrative service in posts with Pay Level 07 or equivalent
j.	If a Departmental Promotion Committee exist what is its composition	:	Selection by committee constituted as per RR/ Statutes of IIT Gandhinagar.
k.	Age of superannuation	:	60 years

10.4	Name of the Post	:	<b>Superintendent</b>
a.	Classification	:	Group B
b.	Scale of Pay	:	Level 07 (44900-142400)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	Not Applicable.
e.	Educational and other qualifications required for direct recruitment	:	Not Applicable.
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable.
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Promotion - 100%
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	Promotion: - 05 years of experience as Jr. Superintendent in Pay Level 06.
j.	If a Departmental Promotion Committee exist what is its composition	:	Selection by committee constituted as per RR/ Statutes of IIT Gandhinagar.
k.	Age of superannuation	:	60 years



10.5	Name of the Post	:	<b>Junior Superintendent</b>
a.	Classification	:	Group B
b.	Scale of Pay	:	Level 06 (35400-112400)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	32 years
e.	Educational and other qualifications required for direct recruitment	:	<p>Minimum Qualification &amp; Experience:</p> <ul style="list-style-type: none"> <li>- Master's Degree with at least 55% marks with three years of relevant experience OR</li> <li>- Bachelor's Degree with at least 55% marks with five years of relevant experience.</li> </ul> <p>Two years degree/diploma after graduation, like LLB, CA, MBA or equivalent shall be considered at par with PG degree.</p> <p>Desirable:</p> <ul style="list-style-type: none"> <li>- Knowledge of Office Management, computer Office Application and Secretarial practice.</li> </ul>
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable.
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	<p>Direct Recruitment: 50%</p> <p>Promotion: 50%</p>
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	<p>Promotion:</p> <ul style="list-style-type: none"> <li>- Bachelor's degree with 06 years of experience as Senior Assistant in Pay Level 05 or equivalent.</li> </ul>
j.	If a Departmental Promotion Committee exist what is its composition	:	Selection by committee constituted as per RR/ Statutes of IIT Gandhinagar.
k.	Age of superannuation	:	60 years

10.6	Name of the Post	:	<b>Accounts Officer</b>
a.	Classification	:	Group B
b.	Scale of Pay	:	Level 07 (44900-142400)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	Not Applicable.
e.	Educational and other qualifications required for direct recruitment	:	Not Applicable.
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable.
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and	:	Promotion: 100%



	percentage of the posts to be filled by various methods		
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	Promotion: - 05 years of experience as Junior Accounts Officer in Level 06.
j.	If a Departmental Promotion Committee exist what is its composition	:	Selection by committee constituted as per RR/ Statutes of IIT Gandhinagar.
k.	Age of superannuation	:	60 years

10.7	Name of the Post	:	<b>Junior Accounts Officer</b>
a.	Classification	:	Group B
b.	Scale of Pay	:	Level 06 (35400-112400)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	32 years
e.	Educational and other qualifications required for direct recruitment	:	Minimum Qualification & Experience : - Master's degree or equivalent with at least 55% marks with three years' experience in accounting OR - Bachelor's degree with at least 55% marks with five years' experience in accounting. Desirable: - Knowledge of current versions of Tally or such other accounting software. - Two years degree/diploma like MBA (Finance), CA or equivalent
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable.
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Direct recruitment: 50% Promotion: 50%
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	Promotion: - 06 years of experience as Senior Accountant in Level 05.
j.	If a Departmental Promotion Committee exist what is its composition	:	Selection by committee constituted as per RR/ Statutes of IIT Gandhinagar.
k.	Age of superannuation	:	60 years

10.8	Name of the Post	:	<b>Senior Accountant</b>
a.	Classification	:	Group C
b.	Scale of Pay	:	Level 05 (29200-92300)
c.	Whether selection post or non-selection post	:	Selection



d.	Age limit for direct recruitment	:	Not applicable
e.	Educational and other qualifications required for direct recruitment	:	Not applicable
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable.
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Promotion: 100%
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	Promotion: - 05 years of experience as Junior Accountant in Level 04.
j.	If a Departmental Promotion Committee exist what is its composition	:	Selection by committee constituted as per RR/ Statutes of IIT Gandhinagar.
k.	Age of superannuation	:	60 years

10.9	Name of the Post	:	<b>Junior Accountant</b>
a.	Classification	:	Group C
b.	Scale of Pay	:	Level 04 (25500-81100)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	Not applicable
e.	Educational and other qualifications required for direct recruitment	:	Not applicable
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable.
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Promotion: 100%
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	Promotion: - 05 years of experience as Junior Accounts Assistant in Level 03.
j.	If a Departmental Promotion Committee exist what is its composition	:	Selection by committee constituted as per RR/ Statutes of IIT Gandhinagar.
k.	Age of superannuation	:	60 years





10.10	Name of the Post	:	<b>Junior Accounts Assistant</b>
a.	Classification	:	Group C
b.	Scale of Pay	:	Level 03 (21700-69100)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	27 years
e.	Educational and other qualifications required for direct recruitment	:	Minimum Qualification: - Bachelor's degree with at least 55% marks. Minimum Experience: - 02 years of relevant work experience in use of computer for accounting. Desirable: - Knowledge of Tally or such other accounting software.
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable.
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Direct Recruitment : 100%
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	Not applicable
j.	If a Departmental Promotion Committee exist what is its composition	:	Not applicable
k.	Age of superannuation	:	60 years

10.11	Name of the Post	:	<b>Senior Assistant</b>
a.	Classification	:	Group C
b.	Scale of Pay	:	Level 05 (29200-92300)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	Not applicable
e.	Educational and other qualifications required for direct recruitment	:	Not applicable
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable.
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Promotion: 100%
i.	In case of recruitment by promotion or by deputation or absorption, grades	:	Promotion: - 05 years of experience as Assistant in Level 04.





	from which promotion or deputation or absorption to be made		
j.	If a Departmental Promotion Committee exist what is its composition	:	Selection by committee constituted as per RR/ Statutes of IIT Gandhinagar.
k.	Age of superannuation	:	60 years

10.12	Name of the Post	:	<b>Assistant</b>
a.	Classification	:	Group C
b.	Scale of Pay	:	Level 04 (25500-81100)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	Not applicable
e.	Educational and other qualifications required for direct recruitment	:	Not applicable
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable.
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Promotion: 100%
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	Promotion: - 05 years of experience as Junior Assistant in Level 03.
j.	If a Departmental Promotion Committee exist what is its composition	:	Selection by committee constituted as per RR/ Statutes of IIT Gandhinagar.
k.	Age of superannuation	:	60 years

10.13	Name of the Post	:	<b>Junior Assistant</b>
a.	Classification	:	Group C
b.	Scale of Pay	:	Level 03 (21700-69100)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	27 years
e.	Educational and other qualifications required for direct recruitment	:	Minimum Qualification: - Bachelor's degree with at least 55% marks in any discipline with two years' work experience using computer applications.
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable.
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or	:	Direct Recruitment: 100%



	by deputation or absorption and percentage of the posts to be filled by various methods		
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	Not applicable.
j.	If a Departmental Promotion Committee exist what is its composition	:	Not applicable
k.	Age of superannuation	:	60 years



## b. Library Cadre

10.14	Name of the Post	:	<b>Librarian</b>
a.	Classification	:	Group A
b.	Scale of Pay	:	Academic Level 14 (144200-218200)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	57 Years
e.	Educational and other qualifications required for direct recruitment	:	<p>Minimum Qualification:</p> <ul style="list-style-type: none"> <li>- Ph.D. degree in Library Science/ Information Science/ documentation archives &amp; manuscript keeping.</li> <li>- Master's degree in Library Science/ Information science/ documentation, with at least 55% marks or its equivalent grade and a consistently good academic record.</li> </ul> <p>Minimum Experience:</p> <ul style="list-style-type: none"> <li>- At least 10 years as a Deputy Librarian in Level 12 or higher at a university or a reputed institute Library.</li> </ul> <p>Desirable:</p> <ul style="list-style-type: none"> <li>- Substantial experience in a broad spectrum of library operations, including E-Resource management, research support services, scholarly communication, library instruction, digital transformation of library operations &amp; practices.</li> <li>- Evidence of innovative library services, including integration of ICT in a Library.</li> <li>- Evidence of integration of library resources &amp; services in teaching, learning and research.</li> <li>- Extensive knowledge of contemporary digital library practices, trends &amp; emerging technologies.</li> <li>- Knowledge of print &amp; digital repositories &amp; archives</li> <li>- Knowledge of Open Science &amp; Open Access</li> <li>- Scholarly publications in journals of repute.</li> <li>- Leadership &amp; management skills to build &amp; foster close relationship with all stake holders.</li> <li>- Affiliation with professional bodies, library consortia &amp; networks, exposure to global library practices.</li> </ul>
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of promotees	:	Not Applicable
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Direct Recruitment: 100%
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	<p>Deputation:</p> <p>Officers from the Library of Central/ State Governments or institutes of national importance or Universities/ Deemed University level institution or PSU/Industry:</p> <ul style="list-style-type: none"> <li>- holding analogous post or</li> <li>- with at least three years' service in posts carrying Level 13 or its equivalent and having experience in administration, establishment and accounts matters of the Library</li> </ul>
j.	If a Departmental Promotion Committee exist what is its composition	:	Not applicable
k.	Age of superannuation	:	62 years

(As revised by the BoG in 33<sup>rd</sup> meeting)



10.15	Name of the Post	:	<b>Deputy Librarian</b>
a.	Classification	:	Group A
b.	Scale of Pay	:	Academic Level 12: 79800-211500 (The incumbent will be moved to Academic Level 13A (entry pay 1,31,400) after 05 years based on performance assessment)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	50 Years
e.	Educational and other qualifications required for direct recruitment	:	<p>Minimum Qualification:</p> <ul style="list-style-type: none"> <li>- Postgraduate degree in Library Science / Information Science/ documentation, with at least 55% marks or its equivalent grade and a consistently good academic record.</li> </ul> <p>Minimum Experience:</p> <ul style="list-style-type: none"> <li>- At least 08 years as Assistant Librarian with Level 10 or higher Positions at a university or reputed institute Library.</li> </ul> <p>Desirable:</p> <ul style="list-style-type: none"> <li>- Demonstrated knowledge &amp; experience in a broad spectrum of library operations, including E- Resource management, research support services, scholarly communication, library instruction, digital transformation of library operations &amp; practices.</li> <li>- Ph.D. degree in Library Science/ Information Science/ documentation archives &amp; manuscript keeping.</li> <li>- Evidence of innovative library services, including integration of ICT in a Library.</li> <li>- Evidence of integration of library resources &amp; services using ICT in teaching, learning and research.</li> <li>- Extensive knowledge of contemporary digital library practices, trends &amp; emerging technologies.</li> <li>- Knowledge of print &amp; digital repositories &amp; archives</li> <li>- Scholarly publications in journals of repute.</li> <li>- Management &amp; communication skills to build &amp; foster close relationship with library team and users.</li> </ul>
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of promotees	:	Not Applicable
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Direct Recruitment: 100%
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	<p>Promotion: Not Applicable</p> <p>Deputation:</p> <ul style="list-style-type: none"> <li>- holding analogous post or</li> <li>- with at least three years' service in posts carrying Level 11 or its equivalent and having experience in administration, establishment and accounts matters of the Library</li> </ul>
j.	If a Departmental Promotion Committee exist what is its composition	:	Not applicable
k.	Age of superannuation	:	60 years

(As revised by the BoG in 33<sup>rd</sup> meeting)



10.16	Name of the Post	:	<b>Assistant Librarian</b>
a.	Classification	:	Group A
b.	Scale of Pay	:	Academic Level 10: 57700-182400 (The incumbent will be moved to Academic Level 11 (entry pay 68,900) after 05 years based on performance assessment)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	45 Years
e.	Educational and other qualifications required for direct recruitment	:	<p>Minimum Qualification:</p> <ul style="list-style-type: none"> <li>- Master degree in Library Science/ Information Science/ documentation, with at least 55% marks or its equivalent grade and a consistently good academic record.</li> <li>- Qualifying in the National Level Test (NET) conducted for the purpose by UGC or any other agency approved by UGC. However, candidates with Ph.D degree in Library Science shall be exempted from the eligibility condition of NET/SLET/SET.</li> </ul> <p>Minimum Experience:</p> <ul style="list-style-type: none"> <li>- At least 06 years of relevant work experience of which minimum 03 years in level 07 or more in a reputed university/research institute library.</li> </ul> <p>Desirable:</p> <ul style="list-style-type: none"> <li>- Demonstrated work experience of at least in one of the operational units of the University/ Research Institute Library.</li> <li>- Experience of managing E-Resources, research support services, scholarly communication, digital library operations &amp; practices.</li> <li>- Ph.D. degree in Library Science/ Information Science/ documentation archives &amp; manuscript keeping.</li> <li>- Knowledge of contemporary digital library practices, trends &amp; emerging technologies.</li> <li>- Knowledge of print &amp; digital repositories &amp; archives</li> <li>- Communication skills to build &amp; foster close relationship with library users.</li> </ul>
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of promotees	:	Not Applicable
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Direct Recruitment: 100%
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	<p>Promotion: Not Applicable</p> <p>Deputation:</p> <ul style="list-style-type: none"> <li>- holding analogous post or</li> <li>- with at least 03 years' service in posts carrying Level 07 or its equivalent and having experience in administration, establishment and accounts matters of the Library</li> </ul>
j.	If a Departmental Promotion Committee exist what is its composition	:	Not applicable
k.	Age of superannuation	:	60 years

(As revised by the BoG in 33<sup>rd</sup> meeting)



10.17	Name of the Post	:	<b>Assistant Library Information Officer</b>
a.	Classification	:	Group B
b.	Scale of Pay	:	Level 07 (44900-142400)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	Not applicable
e.	Educational and other qualifications required for direct recruitment	:	Not applicable
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Promotion: 100%
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	Promotion: - 05 years' experience as Senior Library Information Assistant in Level 06.
j.	If a Departmental Promotion Committee exist what is its composition	:	Selection by committee constituted as per RR/ Statutes of IIT Gandhinagar.
k.	Age of superannuation	:	60 years

10.18	Name of the Post	:	<b>Senior Library Information Assistant</b>
a.	Classification	:	Group B
b.	Scale of Pay	:	Level 06 (35400-112400)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	32 years
e.	Educational and other qualifications required for direct recruitment	:	Minimum Qualification & Experience: - Master's degree in Library Science/ Information Science/ Documentation with at least 55% marks or equivalent grade and consistently good academic record. - 03 years' relevant experience in library of a reputed organization. Desirable: - One year postgraduate diploma/ certificate course in computer application in libraries from a recognized Institution. - Proficiency in classification and cataloging of library materials (print and digital) and variety of IT tools for library applications.
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by	:	Direct Recruitment : 50%



	direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods		Promotion: 50%
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	Promotion: - 06 years' experience as Library Information Assistant in Level 05.
j.	If a Departmental Promotion Committee exist what is its composition	:	Selection by committee constituted as per RR/ Statutes of IIT Gandhinagar.
k.	Age of superannuation	:	60 years

10.19	Name of the Post	:	<b>Library Information Assistant</b>
a.	Classification	:	Group C
b.	Scale of Pay	:	Level 05 (29200-92300)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	27 years
e.	Educational and other qualifications required for direct recruitment	:	Minimum Qualification & Experience: - Master's Degree in Library Science/ Information Science/ Documentation with at least 55% marks or its equivalent grade from recognized University and consistently good academic record. Experience: - 01 year work experience in a reputed academic or research institute/ university library. Desirable - Proficiency in classification and cataloging of library materials (print and digital) and variety of IT tools for library application.
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Direct Recruitment: 100%
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	Not Applicable
j.	If a Departmental Promotion Committee exist what is its Composition	:	Not Applicable
k.	Age of superannuation	:	60 years





### c. Institute Works Cadre

10.20	Name of the Post	:	<b>Chief Engineer</b>
a.	Classification	:	Group A
b.	Scale of Pay	:	Level 14 (144200-218200)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	55 years
e.	Educational and other qualifications required for direct recruitment	:	<p>Minimum Qualification:</p> <ul style="list-style-type: none"> <li>- Bachelor's degree in Civil/ Electrical or equivalent from a recognized university/ institute.</li> </ul> <p>Minimum Experience:</p> <ul style="list-style-type: none"> <li>- 17 years relevant experience out of which at least 05 years of regular service in Level 13 at the level of Superintending Engineer.</li> </ul> <p>Desirable:</p> <ul style="list-style-type: none"> <li>- Master's degree in relevant field</li> <li>- Experience in the line of coordination &amp; supervision of construction and maintenance of civil works (including Public Health) in a Public Works Department.</li> <li>- Knowledge and experience of estate matters &amp; public premises act/rules.</li> </ul>
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Direct Recruitment: 100%
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	<p>Deputation:</p> <ul style="list-style-type: none"> <li>- A person holding analogous post, or having at least 05 years of relevant experience as SE in Level 13.</li> </ul>
j.	If a Departmental Promotion Committee exist what is its composition	:	Not applicable
k.	Age of superannuation	:	60 years

10.21	Name of the Post	:	<b>Superintending Engineer</b>
a.	Classification	:	Group A
b.	Scale of Pay	:	Level 13 (123100-215900)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	50 years
e.	Educational and other qualifications required for direct recruitment	:	<p>Minimum Qualification &amp; Experience:</p> <ul style="list-style-type: none"> <li>- BE/B.Tech with 12 years' experience of which 07 years as Executive Engineer or equivalent in Level 11 or more.</li> </ul>





f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Direct Recruitment: 100%
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	Deputation: - A person holding analogous post, or having at least 07 years relevant experience in Level 11 at the level of Executive Engineer.
j.	If a Departmental Promotion Committee exist what is its composition	:	Not applicable
k.	Age of superannuation	:	60 years

10.22	Name of the Post	:	<b>Executive Engineer</b>
a.	Classification	:	Group A
b.	Scale of Pay	:	Level 11 (67700-208700)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	45 years
e.	Educational and other qualifications required for direct recruitment	:	Minimum Qualification: - Bachelor's degree in Civil/ Electrical Engineering or equivalent Minimum Experience: - 05 years' experience as Assistant Executive Engineer in Level 10 OR - 08 years relevant experience as Assistant Engineer in Level 07. Desirable: - The applicant must have adequate experience in planning, construction and maintenance of buildings and bulk services like WTP, STP etc.
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Direct Recruitment: 50%, Promotion: 50%
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	Promotion: - B.E/B.Tech with 05 years' experience in Level 10 or 08 years' service as Assistant Engineer in Level 07.



			Deputation: - A person holding analogous post, or having at least 05 years relevant experience Level 10 at the level of Assistant Executive Engineer or 08 years in Level 07.
j.	If a Departmental Promotion Committee exist what is its composition	:	Selection by committee constituted as per RR/ Statutes of IIT Gandhinagar.
k.	Age of superannuation	:	60 years

10.23	Name of the Post	:	<b>Assistant Executive Engineer (Civil/ Electrical)</b>
a.	Classification	:	Group A
b.	Scale of Pay	:	Level 10 (56100-177500)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	Not Applicable
e.	Educational and other qualifications required for direct recruitment	:	Not Applicable
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Promotion: 100%
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	Promotion: - 03 years' experience as Assistant Engineer in Level 07.
j.	If a Departmental Promotion Committee exist what is its composition	:	Selection by committee constituted as per RR/ Statutes of IIT Gandhinagar.
k.	Age of superannuation	:	60 years

10.24	Name of the Post	:	<b>Assistant Engineer (Civil/ Electrical)</b>
a.	Classification	:	Group B
b.	Scale of Pay	:	Level 07 (44900-142400)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	32 years
e.	Educational and other qualifications required for direct recruitment	:	Minimum Qualification & Experience: - B.E/B.Tech in Civil/ Electrical Engineering with at least 55% marks with 03 years relevant professional experience
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable
g.	Period of probation, if any	:	Two years



h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Direct recruitment: 50% Promotion: 50%
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	Promotion: - 05 years' experience as Jr. Engineer in Level 06.  Deputation: - A person holding analogous post, or having at least 05 years relevant experience in Level 06 at the level of Junior Engineer.
j.	If a Departmental Promotion Committee exist what is its composition	:	Selection by committee constituted as per RR/ Statutes of IIT Gandhinagar.
k.	Age of superannuation	:	60 years

10.25	Name of the Post	:	<b>Junior Engineer (Civil/ Electrical)</b>
a.	Classification	:	Group B
b.	Scale of Pay	:	Level 06 (35400-112400)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	32 years
e.	Educational and other qualifications required for direct recruitment	:	Minimum Qualification & Experience: - Three years Diploma with at least 55% marks in Civil/ Electrical Engineering with 03 years of relevant experience in Level 04. Proficiency in use of relevant computer software.
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Direct recruitment: 100%
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	Promotion: Not applicable
j.	If a Departmental Promotion Committee exist what is its composition	:	Not applicable
k.	Age of superannuation	:	60 years



#### d. Lab & ICT Cadre

10.26	Name of the Post	:	<b>Systems Engineer</b>
a.	Classification	:	Group A
b.	Scale of Pay	:	Level 12 (78800-209200)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	50 years
e.	Educational and other qualifications required for direct recruitment	:	Minimum Qualification & Experience: - First Class M.E. / M.Tech with 08 years' experience in senior position in reputed computer/ ICT organization. Desirable: - Degree in Computer Science/ Engineering/ Information Technology - Expertise in the system administration in Unix/ Linux, RDBMS, experience of system analysis/ design, good command on Java, JSP.
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Direct recruitment: 100%
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	Deputation: Officers from Central/State Governments or Institutes of national importance or universities/institutions or PSU/industry: - holding analogous post or with at least 05 years' service in posts carrying Level 11 or its equivalent.
j.	If a Departmental Promotion Committee exist what is its composition	:	Not Applicable
k.	Age of superannuation	:	60 years

10.27	Name of the Post	:	<b>Senior System Analyst</b>
a.	Classification	:	Group A
b.	Scale of Pay	:	Level 11 (67700-208700)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	Not applicable
e.	Educational and other qualifications required for direct recruitment	:	Not applicable
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable



g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Promotion: 100%
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	Promotion: - 05 years' experience in Level 10 as System Analyst.
j.	If a Departmental Promotion Committee exist what is its composition	:	Selection by committee constituted as per RR/ Statutes of IIT Gandhinagar.
k.	Age of superannuation	:	60 years

10.28	Name of the Post	:	<b>System Analyst</b>
a.	Classification	:	Group A
b.	Scale of Pay	:	Level 10 (56100-177500)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	45 years
e.	Educational and other qualifications required for direct recruitment	:	Minimum Qualification & Experience: - ME/ M.Tech with at least 55% marks with at least 02 years relevant experience OR - BE/ B.Tech. with at least 55% marks and at least 04 years' relevant experience OR - First Class MCA with 06 years' relevant experience. Desirable: - Degree in Computer Science / Engineering / information Technology. - Expertise in the system administration in Unix/ Linux, RDBMS, experience of system analysis/ design, good command on Java, JSP.
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Direct recruitment: 50% Promotion: 50%
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	Promotion: - 05 years' relevant experience as Technical Superintendent in Level 07. Deputation: Officers from Central/State Governments or Institutes of national importance or universities/institutions or PSU/industry: - holding analogous post or



			- with at least 05 years' service in posts carrying Level 07 or its equivalent.
j.	If a Departmental Promotion Committee exist what is its composition	:	Selection by committee constituted as per RR/ Statutes of IIT Gandhinagar.
k.	Age of superannuation	:	60 years

10.29	Name of the Post	:	<b>Senior Technical Superintendent</b>
a.	Classification	:	Group B
b.	Scale of Pay	:	Level 09 (53100-167800)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	Not Applicable
e.	Educational and other qualifications required for direct recruitment	:	Not Applicable
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Promotion: 100%
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	Promotion: - 05 years' experience as Technical Superintendent in Level 07.
j.	If a Departmental Promotion Committee exist what is its composition	:	Selection by committee constituted as per RR/ Statutes of IIT Gandhinagar.
k.	Age of superannuation	:	60 years

10.30	Name of the Post	:	<b>Technical Superintendent</b>
a.	Classification	:	Group B
b.	Scale of Pay	:	Level 07 (44900-142400)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	Not applicable
e.	Educational and other qualifications required for direct recruitment	:	Not applicable
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable.
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Promotion : 100%



i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	Promotion: - 05 years of experience as Jr. Technical Superintendent in Level 06.
j.	If a Departmental Promotion Committee exist what is its composition	:	Selection by committee constituted as per RR/ Statutes of IIT Gandhinagar.
k.	Age of superannuation	:	60 years

10.31	Name of the Post	:	<b>Junior Technical Superintendent</b>
a.	Classification	:	Group B
b.	Scale of Pay	:	Level 06 (35400-112400)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	32 years
e.	Educational and other qualifications required for direct recruitment as JTS	:	Minimum Qualification & Experience: - Bachelor's degree with at least 55% marks in relevant branches of engineering with two years' work experience OR - Master's degree with at least 55% marks in relevant branches of Science with 03 years' work experience OR - M.Tech with at least 55% marks in relevant branch of engineering with one year of work experience, preferably at laboratories of institutions of national importance.
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Direct recruitment: 50% Promotion: 50%
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	Promotion: - 06 years' experience as Senior Laboratory Assistant in Level 05.
j.	If a Departmental Promotion Committee exist what is its composition	:	Selection by committee constituted as per RR/ Statutes of IIT Gandhinagar.
k.	Age of superannuation	:	60 years

10.32	Name of the Post	:	<b>Senior Laboratory Assistant</b>
a.	Classification	:	Group C
b.	Scale of Pay	:	Level 05 (29200-92300)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	Not Applicable
e.	Educational and other qualifications required for direct recruitment	:	Not Applicable





f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Promotion: 100%
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	Promotion: - 05 years' experience as Laboratory Assistant in Level 04.
j.	If a Departmental Promotion Committee exist what is its composition	:	Selection by committee constituted as per RR/ Statutes of IIT Gandhinagar.
k.	Age of superannuation	:	60 years

10.33	Name of the Post	:	<b>Laboratory Assistant</b>
a.	Classification	:	Group C
b.	Scale of Pay	:	Level 04 (25500-81100)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	Not Applicable
e.	Educational and other qualifications required for direct recruitment	:	Not Applicable
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Promotion: 100%
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	Promotion: - 05 years' experience as Junior Laboratory Assistant in Level 03.
j.	If a Departmental Promotion Committee exist what is its composition	:	Selection by committee constituted as per RR/ Statutes of IIT Gandhinagar.
k.	Age of superannuation	:	60 years





10.34	Name of the Post	:	<b>Junior Laboratory Assistant</b>
a.	Classification	:	Group C
b.	Scale of Pay	:	Level 03 (21700-69100)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	27 years
e.	Educational and other qualifications required for direct recruitment	:	Minimum Qualification & Experience: - BE/ B.Tech degree with at least 55% marks in relevant discipline OR - Three years Diploma with at least 55% marks in Engineering with 02 years' work experience in laboratory/ research programme OR - B.Sc in relevant area with 02 year work experience in laboratory/ research programme OR - ITI with at least 55% marks with 06 years' work experience and good knowledge of computer utilization.
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Direct recruitment: 100%
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	Not applicable
j.	If a Departmental Promotion Committee exist what is its composition	:	Not Applicable
k.	Age of superannuation	:	60 years



### e. Physical Education Cadre

10.35	Name of the Post	:	<b>Assistant Physical Education Officer</b>
a.	Classification	:	Group B
b.	Scale of Pay	:	Level 09 (53100-167800)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	45 years
e.	Educational and other qualifications required for direct recruitment	:	<p>Minimum Qualification &amp; Experience:</p> <ul style="list-style-type: none"> <li>- Master's Degree (two years course) in Physical Education with at least 55% marks.</li> <li>- Diploma in Coaching from NIS or recognized sports university</li> <li>- At least 05 years relevant coaching experience in Level 07.</li> </ul> <p>Desirable:</p> <ul style="list-style-type: none"> <li>- Coaching experience in Football/ Basketball/ Badminton/ Volleyball/ Lawn-Tennis / Cricket/ Table Tennis/ Squash/ Swimming/ Athletics.</li> <li>- Representation at district/ state or national level in any of these above fields.</li> </ul>
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	<p>Direct recruitment: 75%</p> <p>Promotion: 25%</p>
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	<p>Promotion:</p> <ul style="list-style-type: none"> <li>- 05 years' experience as Sr. PTI in Level 07.</li> </ul> <p>Deputation:</p> <ul style="list-style-type: none"> <li>- holding analogous post or</li> <li>- with at least 05 years' service in posts carrying Level 07 with relevant coaching experience.</li> </ul>
j.	If a Departmental Promotion Committee exist what is its composition	:	Selection by committee constituted as per RR/ Statutes of IIT Gandhinagar.
k.	Age of superannuation	:	60 years

10.36	Name of the Post	:	<b>Senior Physical Training Instructor</b>
a.	Classification	:	Group B
b.	Scale of Pay	:	Level 07 (44900-142400)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	Not Applicable
e.	Educational and other qualifications required for direct recruitment	:	Not Applicable.



f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Promotion: 100%
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	Promotion: - 05 years' experience as PTI in Level 06.
j.	If a Departmental Promotion Committee exist what is its composition	:	Selection by committee constituted as per RR/ Statutes of IIT Gandhinagar.
k.	Age of superannuation	:	60 years

10.37	Name of the Post	:	<b>Physical Training Instructor</b>
a.	Classification	:	Group B
b.	Scale of Pay	:	Level 06 (35400-112400)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	Not Applicable
e.	Educational and other qualifications required for direct recruitment	:	Not Applicable
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Promotion: 100%
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	Promotion: - 06 years' experience as APTI in Level 05.
j.	If a Departmental Promotion Committee exist what is its composition	:	Selection by committee constituted as per RR/ Statutes of IIT Gandhinagar.
k.	Age of superannuation	:	60 years



10.38	Name of the Post	:	<b>Assistant Physical Training Instructor</b>
a.	Classification	:	Group C
b.	Scale of Pay	:	Level 05 (29200-92300)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	27 years
e.	Educational and other qualifications required for direct recruitment	:	<p>Minimum Qualification &amp; Experience:</p> <ul style="list-style-type: none"> <li>- A Bachelor's Degree in Physical Education with at least 55% marks with diploma in coaching from NIS or recognized Sports University, with at least two years of relevant coaching experience OR</li> <li>- A Bachelor's Degree in Physical Education with at least 55% marks with a minimum of 05 years' relevant coaching experience, OR</li> <li>- Master's Degree (2 years course) in Physical Education with at least 55% marks with a minimum of two years of relevant coaching experience.</li> </ul> <p>Desirable:</p> <ul style="list-style-type: none"> <li>- Representation at district/ state or national level in any of these- Football/ Basketball/ Badminton/ Volleyball/ Lawn-Tennis/ Cricket/ Table Tennis/ Squash/ Swimming/ Athletics.</li> </ul>
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Direct Recruitment: 100%
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	Not Applicable
j.	If a Departmental Promotion Committee exist what is its composition	:	Not Applicable
k.	Age of superannuation	:	60 years



## f. Health Services Cadre

### (i) Medics

10.39	Name of the Post	:	<b>Chief Medical Officer</b>
a.	Classification	:	Group A
b.	Scale of Pay	:	Level 12 (78800-209200)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	50 years
e.	Educational and other qualifications required for direct recruitment	:	<p>Minimum Qualification:</p> <ul style="list-style-type: none"> <li>- MS/MD in clinical disciplines (Gen. Medicine, Gen. Surgery, Pediatrics, Obst. &amp; Gyn, Orthopedics, etc.) or equivalent degree recognized by the relevant agency authorized by the Government of India. The candidate should be first class throughout his/her education.</li> </ul> <p>Minimum Experience:</p> <ul style="list-style-type: none"> <li>- 8 years of experience as a Medical Officer in Level 10 or equivalent grade in the reputed and recognized hospital with not less than 20 beds.</li> </ul>
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Direct Recruitment - 100%
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	<p>Promotion- Not Applicable</p> <p>Deputation:</p> <p>Officers under the Central/ State Governments / Universities/Recognized Research Institutes or Institutes of national importance</p> <ul style="list-style-type: none"> <li>- holding analogous post.</li> <li>- with at least three years experience as a Senior Medical Officer in Level 11 or equivalent grade.</li> <li>- 8 years of experience as a Medical Officer in Level 10 or equivalent grade.</li> </ul>
j.	If a Departmental Promotion Committee exist what is its composition	:	Not Applicable
k.	Age of superannuation	:	65 years

(As revised by the BoG in 38<sup>th</sup> meeting)



10.40	Name of the Post	:	<b>Senior Medical Officer</b>
a.	Classification	:	Group A
b.	Scale of Pay	:	Level 11 (67700-208700)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	Not Applicable
e.	Educational and other qualifications required for direct recruitment	:	Not Applicable
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Promotion: 100%
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	Promotion: - 05 years' experience as a Medical Officer in Level 10.
j.	If a Departmental Promotion Committee exist what is its composition	:	Selection by committee constituted as per RR/ Statutes of IIT Gandhinagar.
k.	Age of superannuation	:	65 years

(As revised by the BoG in 38<sup>th</sup> meeting)

10.41	Name of the Post	:	<b>Medical Officer</b>
a.	Classification	:	Group A
b.	Scale of Pay	:	Level 10 (56100-177500)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	45 years
e.	Educational and other qualifications required for direct recruitment	:	<p>Minimum Qualification:</p> <ul style="list-style-type: none"> <li>- MBBS degree, from a University/Institute, recognized by the relevant agency authorised by the Government of India including completion of Compulsory Rotary Internship (CRI) with at least 60% marks or equivalent grade. The person should be the first class throughout his/her education.</li> </ul> <p>Minimum Experience:</p> <ul style="list-style-type: none"> <li>- At least 3 years working experience after the degree in the reputed and recognized hospital with not less than 20 beds (Specialization as per requirement).</li> </ul> <p>Desirable:</p> <ul style="list-style-type: none"> <li>- MD or MS in an appropriate branch of Medicine with at least 1 year working experience after the degree in the reputed and recognized hospitals with not less than 20 beds.</li> </ul>



f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Direct recruitment - 100%
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	Promotion: Not Applicable  Deputation: - Officers under the Central/ State Governments / Universities/Recognized Research Institutes or Institutes of national importance holding analogous post.
j.	If a Departmental Promotion Committee exist what is its composition	:	Not Applicable
k.	Age of superannuation	:	65 years

(As revised by the BoG in 38<sup>th</sup> meeting)

## (ii) Para-medics

10.42	Name of the Post	:	<b>Senior Staff Nurse</b>
a.	Classification	:	Group B
b.	Scale of Pay	:	Level 07 (44900-142400)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	Not Applicable
e.	Educational and other qualifications required for direct recruitment	:	Not Applicable
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Promotion: 100%
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	Promotion: - 05 years' experience as Staff Nurse in Level 06.
j.	If a Departmental Promotion Committee exist what is its composition	:	Selection by committee constituted as per RR/ Statutes of IIT Gandhinagar.
k.	Age of superannuation	:	60 years



10.43	Name of the Post	:	<b>Staff Nurse</b>
a.	Classification	:	Group B
b.	Scale of Pay	:	Level 06 (35400-112400)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	Not Applicable
e.	Educational and other qualifications required for direct recruitment	:	Not Applicable
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Promotion: 100%
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	Promotion: - 06 years' experience as Assistant Staff Nurse in Level 05.
j.	If a Departmental Promotion Committee exist what is its composition	:	Selection by committee constituted as per RR/ Statutes of IIT Gandhinagar.
k.	Age of superannuation	:	60 years

10.44	Name of the Post	:	<b>Assistant Staff Nurse</b>
a.	Classification	:	Group C
b.	Scale of Pay	:	Level 05 (29200-92300)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	27 years
e.	Educational and other qualifications required for direct recruitment	:	Minimum Qualification: - Intermediate/ 10 + 2 or equivalent. - Must have passed the examination held by the Nursing Council with 3 years course in General Nursing and Midwifery - Must be registered with Indian Nursing Council / State Nursing Council. Minimum Experience: - 03 years' experience in a hospital recognized by the Central or State Nursing Council or at a medical dispensary of a Government/ Semi Government/ Public Sector institution.
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable
g.	Period of probation, if any	:	Two years





h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Direct recruitment: 100%
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	Not Applicable
j.	If a Departmental Promotion Committee exist what is its composition	:	Not Applicable.
k.	Age of superannuation	:	60 years



### g. Security Cadre

10.45	Name of the Post	:	<b>Security Officer</b>
a.	Classification	:	Group B
b.	Scale of Pay	:	Level 09 (53100-167800)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	Not Applicable
e.	Educational and other qualifications required for direct recruitment	:	Not Applicable
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Promotion: 100%
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	Promotion: - 05 years' experience as Deputy Security Officer in Level 07.
j.	If a Departmental Promotion Committee exist what is its composition	:	Selection by committee constituted as per RR/ Statutes of IIT Gandhinagar.
k.	Age of superannuation	:	60 years

10.46	Name of the Post	:	<b>Deputy Security Officer</b>
a.	Classification	:	Group B
b.	Scale of Pay	:	Level 07 (44900-142400)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	Not Applicable
e.	Educational and other qualifications required for direct recruitment	:	Not Applicable
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Promotion: 100%
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	Promotion: - 05 years' experience as Assistant Security Officer in Level 06.
j.	If a Departmental Promotion Committee exist what is its composition	:	Selection by committee constituted as per RR/ Statutes of IIT Gandhinagar.
k.	Age of superannuation	:	60 years



10.47	Name of the Post	:	<b>Assistant Security Officer</b>
a.	Classification	:	Group B
b.	Scale of Pay	:	Level 06 (35400-112400)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	32 years
e.	Educational and other qualifications required for direct recruitment	:	<p>Minimum Qualification &amp; Experience:</p> <ul style="list-style-type: none"> <li>- Graduate with 55% marks and 05 years relevant experience in Military, Paramilitary, Police, or Security organisation.</li> <li>- Have driving license for light vehicle and motor cycle and license to handle fire arms and be conversant in conducting enquires &amp; investigation and managing contacts.</li> </ul>
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Direct Recruitment: 100%
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	Not Applicable
j.	If a Departmental Promotion Committee exist what is its composition	:	Not Applicable
k.	Age of superannuation	:	60 years



### i. MTS Cadre

**Multi-Tasking Staff will include Attendants/ Helpers for Laboratory, Library, Maintenance, Hospitality and Health Centre etc.**

10.48	Name of the Post	:	<b>Senior Laboratory Attendant/ Senior Helper</b>
a.	Classification	:	Group C
b.	Scale of Pay	:	Level 04 (25500-81100)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	Not Applicable
e.	Educational and other qualifications required for direct recruitment	:	Not Applicable
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Promotion: 100%
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	Promotion: - 05 years' experience as Laboratory Attendant/ Technical Helper in Level 03.
j.	If a Departmental Promotion Committee exist what is its composition	:	Selection by committee constituted as per RR/ Statutes of IIT Gandhinagar.
k.	Age of superannuation	:	60 years

10.49	Name of the Post	:	<b>Laboratory Attendant / Helper</b>
a.	Classification	:	Group C
b.	Scale of Pay	:	Level 03 (21700-69100)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	Not Applicable
e.	Educational and other qualifications required for direct recruitment	:	Not Applicable
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Promotion: 100%
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	Promotion: - 06 years' experience as Junior Laboratory Attendant or Junior Technical Helper in Level 01.



j.	If a Departmental Promotion Committee exist what is its composition	:	Selection by committee constituted as per RR/ Statutes of IIT Gandhinagar.
k.	Age of superannuation	:	60 years

10.50	Name of the Post	:	<b>Junior Laboratory Attendant / Junior Helper</b>
a.	Classification	:	Group C
b.	Scale of Pay	:	Level 01 (18000-56900)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	27 years
e.	Educational and other qualifications required for direct recruitment	:	Minimum Qualification & Experience: - Tenth standard pass plus one year's trade training with ITI certificate or equivalent in any discipline associated with Manufacturing, Electrical, Chemical, Civil or Computers, Maintenance plus relevant work experience of at least 03 years, OR - Tenth standard pass with at least 05 years of professional experience in relevant area at reputed organization.
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Direct recruitment: 100%
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	Not applicable
j.	If a Departmental Promotion Committee exist what is its composition	:	Not Applicable
k.	Age of superannuation	:	60 years



### j. Driver Cadre

10.51	Name of the Post	:	<b>Senior Driver</b>
a.	Classification	:	Group C
b.	Scale of Pay	:	Level 05 (29200-92300)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	Not Applicable
e.	Educational and other qualifications required for direct recruitment	:	Not Applicable
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Promotion: 100%
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	Promotion: - 05 years' experience as Driver (SS) in Level 04.
j.	If a Departmental Promotion Committee exist what is its composition	:	Selection by committee constituted as per RR/ Statutes of IIT Gandhinagar.
k.	Age of superannuation	:	60 years

10.52	Name of the Post	:	<b>Driver (SS)</b>
a.	Classification	:	Group C
b.	Scale of Pay	:	Level 04 (25500-81100)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	Not Applicable
e.	Educational and other qualifications required for direct recruitment	:	Not Applicable
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Promotion: 100%
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	Promotion: - 05 years' experience as Driver in Level 03.



j.	If a Departmental Promotion Committee exist what is its composition	:	Selection by committee constituted as per RR/ Statutes of IIT Gandhinagar.
k.	Age of superannuation	:	60 years

10.53	Name of the Post	:	<b>Driver</b>
a.	Classification	:	Group C
b.	Scale of Pay	:	Level 03 (21700-69100)
c.	Whether selection post or non-selection post	:	Selection
d.	Age limit for direct recruitment	:	27 years
e.	Educational and other qualifications required for direct recruitment	:	Minimum Qualification & Experience: - 12 <sup>th</sup> with at least 55% marks with light & heavy duty driving license with badge plus 7 years' experience of driving staff cars OR - 12 <sup>th</sup> with at least 55% marks passed with ITI certificate and driving license for both heavy and light vehicle and 5 years' relevant experience.
f.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable
g.	Period of probation, if any	:	Two years
h.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Direct Recruitment: 100%
i.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	Not Applicable
j.	If a Departmental Promotion Committee exist what is its composition	:	Not Applicable
k.	Age of superannuation	:	60 years