



NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING AND RESEARCH
SECTOR 26, CHANDIGARH – 160 019
(An Autonomous Institution under the ME, Government of India)
Website: www.nittrchd.ac.in

ADVERTISEMENT NO.203/2021

Online applications are invited for following posts:

Group	Name of the post	No. of posts	Pay Matrix Level as per 7 th CPC
B	Accountant	01	Level 6 (Rs.35400-112400)
	Hindi Translator	01	Level 6 (Rs.35400-112400)
C	Technician	02	Level 5 (Rs. 29200-92300)

Web link for online registration, details of posts, qualification, experience, age, reservation, application fee and general instructions etc. are available on the Institute website www.nittrchd.ac.in. The last date for online registration is **17th January, 2022 till 5.00 P.M.**

FACULTY INCHARGE (ADMINISTRATION)



राष्ट्रीय तकनीकी शिक्षक प्रशिक्षण एवं अनुसंधान संस्थान
सेक्टर-26, चण्डीगढ़-160 019
(शिक्षा मंत्रालय, भारत सरकार का एक स्वायत्त संस्थान)
Website: www.nittrchd.ac.in

विज्ञापन सं0.203/2021

निम्नलिखित पदों हेतु ऑनलाईन आवेदन आमंत्रित किए जाते हैं:

ग्रुप	पद का नाम	पदों की संख्या	पे मैट्रिक्स लेवल 7वें केन्द्रीय वेतन आयोग (सीपीसी)
बी	लेखाकार	01	लेवल 6 (रूपये 35400-112400)
	हिन्दी अनुवादक	01	लेवल 6 (रूपये 35400-112400)
सी	तकनीशियन	02	लेवल 5 (रूपये 29200-92300)

ऑनलाईन आवेदन, पदों का विवरण, योग्यता, अनुभव, आयु, आरक्षण, आवेदन शुल्क एवं सामान्य निर्देश इत्यादि हेतु बैक लिंक संस्थान की वेबसाइट www.nittrchd.ac.in पर उपलब्ध है। ऑनलाईन आवेदन करने की अन्तिम तिथि 17.1.2022 सायं 5.00 बजे तक है।

फैकल्टी प्रभारी (प्रशासन)

**NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING AND RESEARCH
SECTOR 26, CHANDIGARH-160 019**

I. GENERAL INFORMATION

National Institute of Technical Teachers Training and Research (NITTTR), Chandigarh is one of the four national institutes established by Government of India in the year 1967 for the overall development of technical education in the country in general and the northern region in particular. The institute is an autonomous organization registered under the Societies Registration Act 1860. It is managed by a Board of Governors. Director is the Executive Head of the Institute.

II. DETAILS OF THE POSTS

Name of the post(s) with pay	Education Qualifications and experience
Accountant – 01 UR Pay Matrix level 6 (GP Rs.4200) (Rs.35400 – 112400)	Open selection or on deputation Essential: A good degree of a recognised University with atleast 10 years experience in the Government Office with 3 years experience in Accounts side. Desirable: Experience in Accounts work of educational institution. Age: 45 Years (Relaxation for SC/ST/OBC etc. candidates as per Central Govt. rules. There is no age limit for internal candidates.)
Hindi Translator – 01 UR Pay Matrix level 6 (GP Rs.4200) (Rs.35400 – 112400)	QUALIFICATIONS & EXPERIENCE Master's degree of a recognized University in Hindi/English with English/Hindi as a main subject at degree level OR Master's degree of a recognized University in any subject with Hindi and English as main subject at degree level OR Master's degree of a recognized University in any subject with Hindi/English medium, and English/Hindi as main subject at degree level OR Master's degree in Hindi/English or in any other subject with Hindi/English medium with English/Hindi as main subject or as a medium of examination at degree level OR Bachelor's degree with Hindi and English as main subjects or either of the two as medium of examination and the other as a main subject plus recognized diploma/certificate courses in Translation from Hindi to English and vice-versa or two years experience of translation work from Hindi to English and vice versa in Central/State Govt. Offices including Government of India undertakings. Age: 35 years (Relaxable under rules for SC/ST/OBC etc. candidates as per Central Govt. rules. There is no age limit for internal candidates.)
Technician – 02 (UR-1 and SC-1) Pay Matrix level 5 (Rs.29200 – 92300) Electrical Engineering – 1 SC Civil Engineering – 1 UR	Three years diploma in appropriate branch of engineering with minimum 55% marks and 3 years practical experience in an industry or research laboratory. *Appropriate branch have been clarified as: <ul style="list-style-type: none"> • Three years diploma in Electrical Engineering • Three years diploma in Civil Engineering. Age limit below 35 years. (Relaxable under rules for SC/ST/OBC etc. candidates as per Central Govt. rules. There is no age limit for internal candidates.)

III. SERVICE CONDITIONS

- The Institute is governed by the rules and regulations of the NITTTR Society in force/amended from time to time and is fully financed by Ministry of Education, Government of India, New Delhi.
- Appointment to the posts will be made on the institute rules & regulations. Pay and other allowance will be admissible as sanctioned by the Government of India and approved by BOGs from time to time. New Pension Scheme introduced from January, 2004 will be applicable. Leave Travel Concession and Medical facilities are also admissible as per the rules of the Institute in force/amended from time to time.

IV. GENERAL INSTRUCTIONS:

Please read carefully these instructions before applying. Failure to comply with any of the instructions may result in the rejection of the application by the Institute.

1.	Last Date for applying online : 17th January, 2022 (Till 5.00 PM)
2.	Link for online applications: On Institute website
3.	Application Fee: <ul style="list-style-type: none">• Non-refundable application fee: Rs.750/- .• Candidate applying for more than one post will have to apply separately for each post and pay the application fee for each post.• No fee is required for SC/ST/Persons with Disabilities/women candidates.• Applications without fee will be summarily rejected.
4.	Age and Age Relaxation Age Limit (as on 17th January, 2022) <ul style="list-style-type: none">➤ Accountant : 45 years➤ Hindi Translator : 35 years➤ Technician : 35 years <p>Relaxation with regard to upper age limit is as per Government of India rules. There is no age bar for internal candidates of this institute.</p>
5.	The eligibility of applicants in respect of age, qualifications, experience will be determined with reference to the last date of applying as specified at Serial 1 above.
6.	Candidates have to apply online ONLY. Candidate should take a printout of the filled application and keep it for record. No need to send hardcopy as no hardcopy will be accepted.
7.	Number of posts as mentioned in advertisement may be increased or decreased depending on the institute's requirements.
8.	Director, NITTTTR, Chandigarh reserves the right to either fill up all the posts or some of the posts or none of them without assigning any reason.
9.	Director, NITTTTR Chandigarh reserves the right to cancel the whole process without assigning or clarifying any reason.
10.	The link will be closed immediately after 5 p.m. on 17.1.2022.
11.	Candidate should upload scanned copies of the following: <ol style="list-style-type: none">1. Proof of age.2. Educational Qualification (details marks sheets and Degree/Diploma)3. Copies of Experience Certificate(s)4. Certificate of reservation claimed, if any.5. Photograph6. NOC from current employer/organisation.
12.	There is no need to submit any certificate in original along with the application. The Institute does not take responsibility for returning any certificate. Candidate will be required to bring their original certificates, in case, called for interview/document verification/skill test.
13.	If a candidate is found to have furnished any particulars which are false or to have suppressed information, will be disqualified, and if appointed will be liable to dismissal.
Screening / Selection Process:	
14.	The selection process will be as follows: <ol style="list-style-type: none">1. Criteria for Screening and Selection for Accountant and Hindi Translator :<ol style="list-style-type: none">(a) Written test following by trade test.(b) Only first (Top) 15 candidates for each post in merit prepared on the basis of written test will be called for document verification and trade test. (15 for one post).

	<p>(c) Weightage to the various components of the written test for the post of Accountant and Hindi Translator is as under:</p> <table border="1"> <thead> <tr> <th>Components</th> <th>Weightage</th> </tr> </thead> <tbody> <tr> <td>Post specific</td> <td>60%</td> </tr> <tr> <td>Mental ability, Reasoning and Mathematical skills</td> <td>10%</td> </tr> <tr> <td>Computer awareness</td> <td>20%</td> </tr> <tr> <td>English Language Proficiency</td> <td>10%</td> </tr> </tbody> </table> <p>Weightage to the various components of the written test for the post of Technician is as under:</p> <table border="1"> <thead> <tr> <th>Components</th> <th>Weightage</th> </tr> </thead> <tbody> <tr> <td>Post specific including computer knowledge</td> <td>80%</td> </tr> <tr> <td>Mental ability, Reasoning and Mathematical skills</td> <td>20%</td> </tr> <tr> <td>English Language Proficiency</td> <td></td> </tr> </tbody> </table> <p>(d) Trade test will be of qualifying nature and will not carry and marks</p> <p>(e) If a candidate fails to qualify the trade test, his/her name will be removed from the merit list.</p>	Components	Weightage	Post specific	60%	Mental ability, Reasoning and Mathematical skills	10%	Computer awareness	20%	English Language Proficiency	10%	Components	Weightage	Post specific including computer knowledge	80%	Mental ability, Reasoning and Mathematical skills	20%	English Language Proficiency	
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14.	All the applicants will be allowed to take the written test. It is in the interest of the candidates that they should satisfy themselves regarding the eligibility requirements before applying for any of the posts. During document verification if the candidate fails to prove his/her eligibility, then his/her name will be removed from the list and all his/her claims will be forfeited and no refund of any kind will be permitted.																		
15.	All the applicants will be required to appear for written test to be conducted for each category of posts.																		
16.	Only candidates who qualify the written test and are placed in the merit will be called for document verification/trade test.																		
17.	Any candidate, if called by the institute, fails to appear for the written test/document verification/trade test, he/she will not be considered for appointment and no further correspondence will be permitted.																		
18.	Only successful candidates will be informed of the results of his/her test/document verification in due course and interim enquiries about the result will not be entertained.																		
19.	No correspondence will be entertained from the applicant either before or after the selection. The decision of the institute would be final and binding.																		
20.	Canvassing in any form will disqualify the applicant.																		
21.	The proof of education, qualification, age, experience and reservation claimed etc., will be verified on the date to be notified by the institute. No shifting of date or change of date is permitted.																		
22.	Any thing which is not mentioned will be as per institute norms as approved by competent authority.																		
23.	It is the full responsibility of the candidate to prove the eligibility against the applied post.																		
24.	Separate application for each post and fee required, if applying for more than one post.																		
25.	<p>The written test for all the posts will comprise following components:</p> <ul style="list-style-type: none"> (i) The written test for all the posts will be MCQ (Multiple Choice Questions) type, where the candidate will have to mark the correct (most relevant) choice out of the given choices. (ii) There will be 100 questions in each test. (iii) Total duration of the test will be 2 hours. (iv) There will be separate question papers for each of the posts i.e. Accountant, Hindi Translator and Technician (Civil Engineering and Electrical Engineering). (v) The minimum qualifying marks will be 40% for Technician candidates from unreserved category and 35% for reserved category candidates. (vi) The minimum qualifying marks will be 50% for Accountant and Hindi Translator candidates from unreserved category and 45% for reserved category candidates. 																		

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