



Advt.No.:IITJ/O(E-II)/2020-21/LDE /01

13 October 2020

Advertisement for Limited Departmental Examination for Promotion of Staff Members (Group C)

Applications are invited from the eligible *Staff Members* of the Institute for the following positions for promotion through '**Limited Departmental Examination**':

S. No.	Name of the Post	Dept.	Vacancies	Pay Level of 7 th CPC
1.	Senior Assistant	Admin	01	Level 5
2.	Assistant	Admin	02	Level 4
3.	Technical Assistant	EE	01	Level 4
Total Number of Posts			04	

The essential requirement for the above post(s), as per Serial Number of the posts, are as under:	
S. No. of Post	Eligibility as on 31 October 2020
1.	Open to the <i>Assistant/ Stenographer</i> in the Grade Pay Rs.2,400 (<i>pre-revised</i>)/ Pay Level 4 who have rendered at least 05 years of regular clean service at <i>IIT Jodhpur</i> .
2.	Open to the <i>Junior Assistant</i> in the Grade Pay Rs.2,000 (<i>pre-revised</i>)/ Pay Level 3 who have rendered at least 05 years of regular clean service at <i>IIT Jodhpur</i> .
3.	Open to the <i>Junior Technical Assistant</i> in the Grade Pay Rs.2,000 (<i>pre-revised</i>)/ Pay Level 3 who have rendered at least 05 years of regular clean service at <i>IIT Jodhpur</i> .

General Instructions to Applicants

1.	Application Form can be downloaded from Institute website. Duly filled in application form should be submitted (by hand) to the Office of Establishment (E-II) . Application received after the due date and time shall not be considered.
2.	Applicants are advised to satisfy themselves before applying that, they possess at least the minimum essential requirement laid down for the post.
3.	SC and ST applicants are required to attach the self-attested <i>Caste Certificate</i> , and PD applicants are required to attach the self-attested <i>Disability Certificate</i> , in the format prescribed by the Government of India.
4.	The Institute reserves the right to Hold Written Test, Trade Test, whenever circumstances so warrant, or not fill the post.
5.	Incomplete application form will be rejected, if submitted without the self-attested copies of all relevant Certificates. The responsibility ensuring accuracy of entries made in the application form lies with the applicant.
6.	Canvassing in any form or bringing in any influence political or otherwise, will be treated as a disqualification for the post. INTERIM ENQUIRIES WILL NOT BE ENTERTAINED.
7.	The Institute will strive to follow due process of the Limited Departmental Examination for <i>Staff Members</i> . Notwithstanding the above, in case of any inadvertent mistake in the process of <i>LDE</i> , which may be detected at any stage even after issue of the appointment letter, the Institute reserves

	the right to modify, withdraw, or cancel any communication made to the candidates.
8.	The Institute hold the right to verify the antecedents or documents submitted by the applicant at the time of appointment or during the tenure of the service. If it is detected that the documents submitted by the candidates are fake or the candidate has a clandestine antecedents or background, or has suppressed the said information, then his or her services shall be terminated forthwith.
9.	The applicants are required to submit the signed and duly filled in form along with all self-attested relevant supporting documents in person on or before 5 PM on 19 October 2020 at the address given below: Office of Establishment (E-II) Admin Block (East), Nagaur Road, Karwar – 342037, Jodhpur Phone: (0291) 2801091, The envelope should be super scribed as “Application for the Post of

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Advisor (Admn.) & Offg. Registrar