



भारतीय
प्रौद्योगिकी
संस्थान
काशी हिन्दू विश्वविद्यालय



INDIAN
INSTITUTE OF
TECHNOLOGY
BANARAS HINDU UNIVERSITY

RECRUITMENT AND PROMOTION NORMS, 2019

(approved by the Board vide Resolution no.
11.27 dated 27.08.2021)

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Recruitment and Promotion Norms, 2019

1. INTRODUCTION

1.1 Terms of Reference

Ministry of Human Resource & Development (MHRD), Government of India vide its letter number F.No 32-14/2013 – TS.I dated June 10, 2013 has communicated that:

a) In exercise of powers conferred by Section 6(1)(h) of the Indian Institute of Technology Act 1961, Indian Institutes of Technology (IITs) are allowed to design their administrative / management / technical staff structure as per requirement after due approval from the Board of Governors (BoG) keeping in mind sustainability of expenditure on this account; and

b) IITs are allowed to institute and recruit non-faculty positions as per the 10:1.1 Student to Non-Faculty ratio after due approval of the Board of Governors, subject to the condition that IITs should first put on their website all the sanctioned non-faculty posts at present, vacant non-faculty posts, designations, pay-scale, recruitment rules for each post along with the list of the non-faculty employees with their designation and pay scale to ensure transparency and accountability for all stakeholders.

But, approval of MHRD would be required if the total non-faculty posts (Permanent and contractual of one year or more) exceeds the 10:1.1 ratio.

Whereas, at present the Indian Institute of Technology (BHU) does not have any comprehensive recruitment policy for the positions sanctioned by the MHRD. This document describes classification of employees, Recruitment and Promotion norms and distribution of employees in different units of the Institute.

1.2 Classification of members of staff: Para 16 of the First Statutes of the Institute classifies the members of the staff as under:

(1) The Members of staff of the Institute shall be classified as follows-

(i) Academic staff shall include Director, Deputy Director, Professor, Associate Professor, Assistant Professor and such other academic post or may be decided by the Board.

(ii) Technical staff shall include Medical Officers, Engineers, Managers in various areas such as Telephone Exchange, Printing Press, Foreman, Supervisor (Workshop), Mechanic, Horticultural Assistant, Technical Assistant, Physical Training Instructor and such other technical posts as may be decided by the Board from time to time.

(iii) Administrative staff shall include Registrar, Deputy Registrar, Assistant Registrar, Accounts Officer, Internal Auditor, Manager (Facilities), Security Officer, Private Secretaries, Executive Assistants, and such other administrative posts as may be decided by the Board from time to time.

RECRUITMENT & PROMOTION NORMS

1.3 Title and Commencement

1. These norms may be called the "Indian Institute of Technology (BHU), Varanasi (Recruitment & Promotion) Norms, 2019" (approved by the Board vide Resolution no. 11.27 dated 27.08.2021).
2. These norms shall come into force with effect from the date of approval by the Board of Governors of the Institute.

1.4 Application

The Indian Institute of Technology (BHU), Varanasi (Recruitment & Promotion) Norms, 2019 shall be applicable for recruitment and promotion for the staff enumerated hereunder. The norms shall not be applicable to personnel engaged from Out-Source Agencies and to those who are engaged in external funded research and consultancy projects on contract basis. For the present these norms are being prepared for the following categories of employees:

- a. Administrative and Ministerial Staff (Group A, B and C)
- b. Technical Staff (Group A, B and C)
- c. Library Staff (Group A, B and C)
- d. Security Staff (Group A and B)
- e. Institute Works Department (Group A, B and C)
- f. System Analyst (Group-A)
- g. Raj Bhasha (Group A and B)
- h. Sports Staff (Group A)

1.5 Definitions

In the present norms, unless the context otherwise requires:

- (a) "Act" means the Institutes of Technology Act, 1961 as amended from time to time.
- (b) "Applicants" mean the candidates who apply against the advertised vacant post(s).
- (c) "Short listed applicants" means the applicants shortlisted by the Scrutiny/Screening Committee.
- (d) "Board" means the Board of Governors of the Institute.
- (e) "Chairman" means the Chairman of the Board.
- (f) "Director" means the Director of the Institute.
- (g) "IIT (BHU) or Institute" means the Indian Institute of Technology (BHU), Varanasi.
- (h) "Internal Applicants" means employees of the IIT (BHU) who apply for the post(s).
- (i) "Norms" mean the "Indian Institute of Technology (BHU), Varanasi (Recruitment & Promotion) Norms, 2019".
- (j) "Non Faculty Employees of the Institute" means the personnel recruited under these Norms including those recruited prior to implementation of these rules after following the due procedures of appointment as stipulated in the Act and Statutes for the position.

- (k) "Selected Applicants" means the candidates selected for the post(s).
- (l) "Selection Committee" means the Selection Committee constituted by the Competent Authority as per the provisions of the Statutes of the Institute.
- (m) "Statutes" means the Statutes of the Institute.
- (n) "Competent Authority" means the Appointing Authority for the said post.

1.6 Appointing Authority

- (a) the Board, if the appointment is made on the academic staff in the post of Lecturer or above or if the appointment is made on the non-academic staff in any cadre the maximum of the pay scale for which exceeds six hundred rupees per month.
- (b) by the Director, in any other case.

The recruitment to various posts shall be made as per Recruitment and Promotion Norms (RPN) defined herein.

Number of posts and scale of pay for all categories of staff and for all designations therein are described in the **Annexure A** of the Norms.

The method of recruitment, age limit, eligibility and other requirements for the posts shall be as are specified in Recruitment Rules for the respective positions. Additional details on methods and procedures of recruitment are mentioned hereinafter.

After approval of the Appointing Authority, Non-Faculty Recruitment Cell (NFRC) Section shall prepare and publish detailed advertisement containing all the conditions of the recruitment process on the official website of the Institute (www.iitbhu.ac.in) and in newspapers (at least one) of repute having nationwide circulation.

2.7.2 Application Form

The Institute shall have the format of the Application Form/link for online application available on its official website (www.iitbhu.ac.in).

2.7.3 Procedure of Recruitment

(a) Direct Recruitment

The following procedure shall be followed for Direct Recruitment to the posts, wherever it is prescribed in Recruitment Rules:

- (i) The Institute shall invite applications for posts through an advertisement on all India basis (on the Institute website along with publishing in a newspaper atleast).
- (ii) The Competent Authority shall constitute the Scrutiny/Screening Committee and the Selection Committee for the advertised post(s) as per Statutes.
- (iii) Applications received pursuant to the advertisement as mentioned in (i) above, shall be scrutinized for eligibility (as per Recruitment Rules) by the Scrutiny/Screening Committee. The Scrutiny/Screening Committee may formulate additional criteria for short listing, based on academic performance and/or years of experience and/or through trade based test/screening test of the Applicants.
- (iv) For Group 'A' posts, the short-listed applicants shall be called to appear before the Selection Committee.
- (v) For the Group 'B' and 'C' posts where interview is not be held, the Selection Committee shall lay down criteria and conduct necessary test/ skill test/ Examination for preparation of final merit list and panel, if required.
- (vi) Recommendation of the Selection Committee shall be placed before the Appointing Authority for approval.

(b) Promotion

Any available vacant position earmarked for promotion shall be filled by the procedure as laid down in these norms and Government of India Rules on the subject. The Establishment section of the Institute shall initiate the process of promotion following the respective Recruitment Rules for the position and shall submit any such proposal to the Director for approval. The process shall be as per following:

- (i) The Competent Authority shall constitute a Departmental Promotion Committee (DPC) for Promotion.


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Criteria for promotion through DPC

Step I: APARs (for last 5 years or as per eligibility : 50 Marks
period for promotion through DPC)

Step II: Internal Assessment : 50 marks
Job related written test

Total : 100 Marks

(ii) The DPC shall make assessment of the internal applicants in respect to eligibility requirements for the post as given in Recruitment Rules and assessment of Annual Performance Report etc.

(iii) The DPC shall recommend the name(s) of selected applicant(s) for approval to the Competent Authority.

Deputation and Absorption

(1) Deputation

The following procedure shall be followed for making appointment by Deputation, wherever prescribed in the Recruitment Rules. Vacancies caused by any incumbent being away on deputation, long illness, study leave or under other circumstances for a duration of one year or more, may also be filled by way of recruitment on deputation.

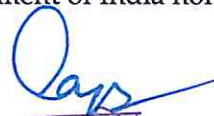
(i) The Institute shall invite applications for the vacant posts from Central Government, State Government and Autonomous Bodies through an advertisement on an all India basis/or need basis.

(ii) Applications received pursuant to the advertisement as mentioned in (i) above, shall be scrutinized for eligibility (as per Recruitment Rules) by the Scrutiny/Screening Committee. The Scrutiny/Screening Committee may formulate additional criteria for short listing, based on academic performance and/or years of experience and/or through trade based test/screening test of the Applicants.

(iii) Personal evaluation shall involve any one or more of these methods: skill test, test, presentation, group discussion and/or evaluation of previous ACRs.

(iv) Towards establishing systems and procedures within the various units of the Institute, the Institute may also request various Central Government and State Governments or Autonomous bodies of the Central/State Governments to provide suitable candidates fulfilling essential conditions as per Recruitment Rules for the respective post(s) to serve at Institute on deputation. The terms and conditions for such deputations shall be as per Government of India norms for deputation.

The period of deputation, including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall be regulated as per Government of India norms for deputation.



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(v) Deputation shall be subject to vigilance clearance.

(2) Absorption of employees appointed on Deputation

(i) Notwithstanding anything contained in the Norms, persons appointed on Deputation and who fulfill the eligibility criteria laid down for purposes of Recruitment as defined in Recruitment Rules for the position, shall be eligible for absorption, subject to the conditions that (a) essential qualifications and experience are possessed by the applicant for Recruitment as per Recruitment Rules to the said post, (b) procedure is followed as laid down for Recruitment for the post as prescribed in Recruitment Rules, and (c) on completion of at least one year on the initial period of deputation.

(ii) Such absorption shall be subject to the condition that the person on deputation exercises her/his option for absorption, and her/his parent department/cadre controlling authorities do not have any objection to him being absorbed in the Institute.

(c) On Contract

The Institute may also appoint persons on contract basis on the recommendations of the Selection Committee with such benefits as available to regular employees. Appointment on contract shall be made initially for a period of one year which can be extended for a maximum period of upto five (5) years after review of performance. The selection procedure in such cases may be same as for Direct Recruitment, such as written test, skill test, presentation, interview etc, as applicable. This may be done exceptional cases for specialized works.

2.8 Disqualification

No person shall be eligible for appointment to any post, if

- i. He/she has a wife/husband living and has entered into or contracted a marriage with a person who already has a spouse living; or
- ii. He/She has a wife/husband living, has entered into or contracted a marriage with any other person, provided that the Central Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.
- iii. A person of unsound mind, person being adjudged insolvent by a court of competent jurisdiction, person being a minor (below the minimum age to contract), person being convicted of an offence by a court etc.

2.9 Reservation

The Institute shall follow Government of India reservation policy/instructions issued from time to time and maintain reservation rosters as per Govt. of India guidelines for regulating the appointments in non-faculty cadre.

2.10 Relaxation of age

- i. The maximum prescribed age for each post shall be the same as given against each post in the Recruitment Rules of the Institute. The age shall be determined as on the last date of

the advertisement.

ii. Age relaxation shall be admissible as per GoI norms.

iii. For direct recruitment posts, the upper age limit shall be relaxable up to five years in respect of the persons working in the Institute on the posts which are in the same line or allied (Contract) cadres and where a relationship could be established that services rendered will be useful for efficient discharge of the duties in other categories of posts. The age concession shall be admissible only where an employee has rendered not less than three years continuous service.

2.11 Amendments

The Norms shall be reviewed periodically for making necessary modifications and amendments, as may be required from time to time.

The Board of Governors/Director as the case may be, from time to time, issue such general or specific directions as may be necessary to remove difficulties in the operation of any of the provision of these rules. The directions issued by the Director, if any, shall be reported to the Board of Governors.


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ADMINISTRATIVE CADRE

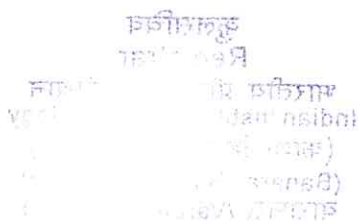
<u>REGISTRAR</u>	
LEVEL- 14 IN THE PAY MATRIX	
Age Limit – 57 Years	↑ DIRECT RECRUITMENT-100%
<u>DEPUTY REGISTRAR</u>	
LEVEL- 12 IN THE PAY MATRIX	
Age Limit – 55 Years DIRECT RECRUITMENT-75% 5 Years in Level-10 for Direct Recruitment	↑ PROMOTION- 25% 5 Years in Level-11 - Through Institute DPC as per assessment criteria of the RR
<u>ASSISTANT REGISTRAR (SENIOR SCALE)</u>	
LEVEL- 11 IN THE PAY MATRIX	
	↑ PROMOTION- 100% 8 Years in Level-10 - Through Institute DPC as per assessment criteria of the RR and guidelines of Ministry of Education
<u>ASSISTANT REGISTRAR</u>	
LEVEL- 10 IN THE PAY MATRIX	
Age Limit – 45 Years DIRECT RECRUITMENT-50%	↑ PROMOTION- 50% 5 Years in Level-8 - Through the Selection Committee for the post of Assistant Registrar and as per assessment criteria of the RR
<u>SENIOR SUPERINTENDENT</u>	
LEVEL- 8 IN THE PAY MATRIX	
DIRECT RECRUITMENT-30% Age Limit – 42 Years for Direct Recruitment	↑ PROMOTION- 70% 5 Years in Level-7 - Through Institute DPC as per assessment criteria of the RR
<u>SUPERINTENDENT</u>	
LEVEL- 7 IN THE PAY MATRIX	
DIRECT RECRUITMENT-30% Age Limit – 38 Years for Direct Recruitment	↑ PROMOTION- 70% 5 Years in Level-6 - Through Institute DPC as per assessment criteria of the RR
<u>JUNIOR SUPERINTENDENT</u>	
LEVEL- 6 IN THE PAY MATRIX	
DIRECT RECRUITMENT-50% Age Limit – 35 Years for Direct Recruitment	↑ PROMOTION- 50% 3 Years in Level-5 - Through Institute DPC as per assessment criteria of the RR
<u>SENIOR ASSISTANT</u>	
LEVEL- 5 IN THE PAY MATRIX	
	↑ PROMOTION- 100% 5 Years- Through Institute DPC as per assessment criteria of the RR
<u>JUNIOR ASSISTANT</u>	
LEVEL- 3 IN THE PAY MATRIX	
Age Limit – 27 Years	↑ DIRECT RECRUITMENT-100%


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RECRUITMENT RULES FOR THE POST OF JUNIOR ASSISTANT

1.	Name of the Post	Junior Assistant
2.	No. of Post(s)	As per Sanctioned Strength
3.	Classification	Group C
4.	Level in the Pay Matrix	Level-3
5.	Whether selection post or non-selection post	Direct Recruitment
6.	Age limit for direct recruits	27 Years
7.	Educational and other qualifications required for direct recruits	<p>Essential: Bachelor's degree in any discipline with 55% marks and knowledge of computer office applications.</p> <p>Desirable: Exposure to office procedure like maintenance of files, noting, drafting, book keeping, establishment matters, legal/purchase, etc. Knowledge of MS Word, MS Excel, etc.</p> <p>Computer proficiency test: The candidate will be required to appear in a Computer proficiency and Computer office applications test.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion.	Age: N/A Qualification: N/A
9.	Period of probation, if any	Two Years
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods.	100% by Direct Recruitment
11.	In case of recruitment by promotion/ by deputation/ transfer, grades from which promotion/deputation/transfer is to be made.	Not Applicable
12.	If a DPC exists, what is the composition	Not Applicable




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RECRUITMENT RULES FOR THE POST OF SENIOR ASSISTANT

1.	Name of the Post	Senior Assistant
2.	No. of post(s)	As per Sanctioned Strength
3.	Classification	Group C
4.	Scale of Pay	Level 5
5.	Whether selection post or non-Selection post	Selection
6.	Age limit for direct recruits	Not Applicable
7.	Educational and other qualifications required for direct recruits	Not Applicable
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	Not Applicable
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and Percentage of the vacancies to be filled by various methods	100% by promotion through Institute DPC as per assessment criteria of the RR
11.	In case of recruitment by Promotion/by deputation/transfer, grades from which promotion/ deputation/transfer is to be made	By DPC: From existing Junior Assistants of IIT (BHU) with at least 05 years regular clean service in Level-3 in IIT (BHU).
12.	If a DPC exists, what is the composition	As per IIT (BHU) Rules

NOTE: Those fulfilling the eligibility requirement of promotion as Senior Assistant, before these Recruitment Rules come into force, shall be given the benefit of promotion from the due date of eligibility, subject to fulfilling all the conditions of promotion and internal assessment.

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RECRUITMENT RULES FOR THE POST OF JUNIOR SUPERINTENDENT

1.	Name of the Post	Junior Superintendent
2.	No. of post(s)	As per sanctioned strength
3.	Classification	Group B
4.	Level in the Pay Matrix	Level-6 (Minimum basic Rs.35400/-)
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	35 Years
7.	Educational and other qualifications required for direct recruits	<p>Essential:</p> <p>i) Master's Degree in any discipline from a recognized university with at least 55% marks in qualifying degree with 1 year experience as Sr. Assistant or equivalent in the Level- 5 or 3 years experience as Junior Assistant or equivalent in the Level-3 in Central Govt. / State Govt. / Autonomous Bodies / Public Sector Undertakings.</p> <p style="text-align: center;">OR</p> <p>Bachelor's Degree in any discipline from recognized university with at least 55% marks with 3 years experience as Sr. Assistant or equivalent in the Level- 5 or 5 years experience as Junior assistant or equivalent in the Level-3 in Central Govt./State Govt./Autonomous Bodies/Public Sector Undertakings.</p> <p>ii) Proficiency in the use of variety of computer office applications, M.S. Word, Excel, Power-point or equivalent is a must.</p> <p>Desirable: Higher Degree / PG Diploma in relevant discipline like H.R, Labour Laws, Financial Management, inter ICWA/ CA etc. from recognized University/ Institute.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion.	No
9.	Period of probation, if any	Two Years
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	<p>i) 50% by Direct Recruitment</p> <p>ii) 50% by Promotion</p>
11.	In case of recruitment by promotion/ by deputation/transfer, grades from which promotion/deputation/transfer is to be made	By DPC as per assessment criteria of the RR. From existing Senior Assistant of IIT(BHU) with at least 03 years regular clean service in the Level-5 in IIT (BHU).
12.	If a DPC exists, what is the composition	As per IIT(BHU) Rules



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RECRUITMENT RULES FOR THE POST OF SUPERINTENDENT

1.	Name of the post	Superintendent
2.	No. of Post (s)	As per sanctioned strength
3.	Classification	Group B
4.	Level in the Pay Matrix	Level-7
5.	Whether selection post or non-selection post	Selection for Promotion Posts
6.	Age limit for direct recruits	38 Years
7.	Educational and other qualifications required for direct recruits	<p>Essential:</p> <ul style="list-style-type: none"> i) Master's Degree/ Bachelor's Degree in any discipline from a recognized university with at least 55% marks in qualifying degree. ii) 5 Years Experience in Level-6 in Central Govt./State Govt./ Government Autonomous Bodies/ Public Sector Undertakings. iii) Proficiency in the use of variety of computer office applications, M.S. Word, Excel, Power-point or equivalent is a must. <p>Desirable: Higher Degree / PG Diploma in relevant discipline like H.R, Labour Laws, Financial Management, inter ICWA/ CA etc. from recognized University/ Institute.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	Age : No Qualification: Yes
9.	Period of probation, if any	Two Years for Direct Recruitment
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	70% Promotion 30% Direct Recruitment
11.	In case of recruitment by promotion /by deputation/ transfer, grades from which promotion/ deputation transfer is to be made	Junior Superintendent working in IIT (BHU) who have rendered at least 05 years of regular clean service in IIT (BHU) in the Level-6.
12.	If a DPC exists, what is the composition	As per IIT (BHU) Rules

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दिल्ली-११००६८

RECRUITMENT RULES FOR THE POST OF SENIOR SUPERINTENDENT

1.	Name of the post	Senior Superintendent
2.	No. of Post (s)	As per sanctioned strength
3.	Classification	Group B
4.	Level in the Pay Matrix	Level-8
5.	Whether selection post or non-selection post	Selection for Promotion Posts
6.	Age limit for direct recruits	42 Years
7.	Educational and other qualifications required for direct recruits	<p>Essential:</p> <p>iv) Master's Degree/ Bachelor's Degree in any discipline from a recognized university with at least 55% marks in qualifying degree.</p> <p>v) 5 Years Experience in Level-7 in Central Govt./State Govt./ Government Autonomous Bodies/ Public Sector Undertakings.</p> <p>vi) Proficiency in the use of variety of computer office applications, M.S. Word, Excel, Power-point or equivalent is a must.</p> <p>Desirable: Higher Degree / PG Diploma in relevant discipline like H.R, Labour Laws, Financial Management, inter ICWA/ CA etc. from recognized University/ Institute.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	Age : No Qualification: Yes
9.	Period of probation, if any	Two Years for Direct Recruitment
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	70 % Promotion 30% Direct Recruitment
11.	In case of recruitment by promotion /by deputation/ transfer, grades from which promotion/ deputation transfer is to be made	Superintendent working in IIT (BHU) who have rendered at least 05 years of regular clean service in IIT (BHU) in the Level-7.
12.	If a DPC exists, what is the composition	As per IIT (BHU) Rules


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RECRUITMENT RULES FOR THE POST OF ASSISTANT REGISTRAR

1.	Name of the Post	Assistant Registrar
2.	No. of posts	As per sanctioned strength
3.	Classification	Group A
4.	Level in the Pay Matrix	Level 10
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	45 Years
7.	Educational and other qualifications required for direct recruits	<p>Essential: Master's Degree with at least 55% of the marks or its equivalent of B in the UGC seven point scale, along with a good academic record. Relaxation of 5% marks (from 55% to 50%) will be provided at Master's level in case of SC/ST/PD candidates.</p> <p>Desirable: Degree in Management or LL.B., knowledge of computer, knowledge of GOI rules. Familiarity with working in a higher technological/educational institutions and. Appointment on regular/standard deputation terms. In case of deputation, benefits will be given as per GOI norms.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	No
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or promotion or by deputation/transfer, grades and percentage of the vacancies to be filled by various methods	<p>i) 50 % by Direct Recruitment</p> <p>ii) 50 % by Promotion through Internal Assessment Criteria of RR</p>
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	<p>A.) By Promotion: Open to the Senior Superintendent level staff having Bachelor's degree and Minimum of 5 years relevant experience in the Institute in Level -8.</p> <p>B.) Deputation/transfer on Deputation/on contract basis:</p> <p>i) Officers from the central/state governments or institutes of national importance or Universities/University level Institution or PSU/PSE: a) Holding analogous post/scale, and Possessing educational qualification and experience as prescribed in Col. 7.</p> <p>N.B: The eligibility or otherwise of internal candidates to be examined & recommended by the Deptt./ Centre concerned or scrutiny/Short listing Committee to be constituted for the purpose.</p> <p>N.B: Financial Progression as per MHRD/UGC rules.</p>
12.	If a DPC exists, what is the composition	As per IIT (BHU) Rules

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RECRUITMENT RULES FOR THE POST OF ASSISTANT REGISTRAR (SENIOR SCALE)

1.	Name of the Post	Assistant Registrar (Senior Scale)
2.	No. of posts	As per sanctioned strength
3.	Classification	Group A
4.	Level in the Pay Matrix	Level 11
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Not Applicable
7.	Educational and other qualifications required for direct recruits	Not Applicable
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	Not Applicable
9.	Period of probation, if any	Not Applicable
10.	Method of recruitment, whether by direct recruitment or promotion or by deputation/transfer, grades and percentage of the vacancies to be filled by various methods	100% Promotion
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	Promotion through Internal Assessment Criteria of RR for Assistant Registrars having 8 years of clean service in Level-10 and fulfilling the other criteria as laid down by the Ministry of Education, GoI
12.	If a DPC exists, what is the composition	As per IIT (BHU) Rules


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RECRUITMENT RULES FOR THE POST OF DEPUTY REGISTRAR

1.	Name of the Post	Deputy Registrar
2.	No. Of Post(s)	As per sanctioned strength
3.	Classification	Group A
4.	Level in the Pay Matrix	Level 12
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	55 Years
7.	Educational and other qualifications required for direct recruits	<p>Essential: (1) A Master's Degree with at least 55% of the marks or its equivalent grade of B in the UGC seven point scale. (2) Nine years' of experience as Assistant Professor in the Academic Level-10 and above with experience in educational administration. OR Comparable experience in research establishment and/or other institutions of higher education. OR Five years' of Administrative experience as Assistant Registrar in Level-10 in the Pay Matrix or in an equivalent post. Relaxation of 5% marks (from 55% to 50%) will be provided at Master's level in case of SC/ST/PD candidates.</p> <p>Desirable: Degree in Management or LL.B., knowledge of computer, experience of e-governance.</p> <p>Appointment on regular/standard deputation terms. In case of deputation, benefits will be given as per GOI norms.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion.	No
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/transfer, grades and percentage of the vacancies to be filled by various methods.	<p>75% by Direct Recruitment 25% by Promotion</p>
11.	In case of recruitment by promotion/ by deputation/transfer, grades from which promotion/deputation/transfer is to be made.	<p>Promotion: Open to the Assistant Registrars in level-11 who have rendered at least 05 years of regular clean service as Assistant Registrar level-10 in IIT (BHU).</p> <p>Deputation/Transfer on Deputation/on Contract basis:- Officers from the Central/ State Governments or Institutes of national importance or Universities/ University level Institution or PSU/ Industry:</p> <p>a) i) Holding analogous post or ii) With at least 5 years' regular service in posts in Level-11 in the Pay Matrix or its equivalent and having experience in administration, establishment and accounts matters.</p> <p>b) Possessing educational qualification and experience as prescribed in Col. 70</p>
12.	If a DPC exists, what is the composition	Not Applicable

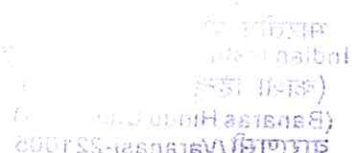


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RECRUITMENT RULES FOR THE POST OF REGISTRAR

1.	Name of the Post	Registrar
2.	No. of Post(s)	01
3.	Classification	Group A
4.	Level in the Pay Matrix	Level- 14
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	57 Years
7.	Educational and other qualifications required for direct recruits	<p>Essential: Masters degree or equivalent in any discipline with at least 55% marks or its equivalent Grade of B in the UGC seven points scale and consistently good academic record set out in these Regulations.</p> <p>Experience: (i) At least 15 years of experience as Assistant Professor in Academic level-11 and above or with 8 years of service in the Academic level-12 and above including as Associate Professor along with experience in educational administration. OR Comparable experience in research establishments and/or other Institutions of higher education. OR 15 years of administrative experience of which 8 years regular service as Deputy Registrar or an equivalent post in Level-12 in the Pay Matrix and above. (ii) Experience in handling computerized administration/financial matters.</p> <p>Desirable: (i) A degree in Law/ Management/ Engineering from a recognized University/Institute. (ii) Experience in educational administration, financial and personal management and capacity to lead the administration in a residential institution.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion.	Not Applicable
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods.	Direct recruitment, failing which on Deputation / transfer on Deputation/ on Contract basis for a tenure of up to 5 years or till attaining the age of 62 years, whichever is earlier or as fixed by Govt. Of India from time to time.
11.	In case of recruitment by promotion/ by deputation/ transfer, grades from which promotion/deputation/transfer is to be made.	<p>Deputation Officers under the Central/ State Governments/ Universities/ Recognized Research Institutes or Institutes of national importance:- a) i) Holding analogous post or ii) With at least 3 years regular service in posts with level-13 or equivalent; and b) Possessing educational qualification and experience as prescribed in Col. 7</p>
12.	If a DPC exists, what is the composition	Not Applicable


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TECHNICAL CADRE

SENIOR TECHNICAL OFFICER LEVEL- 12 IN THE PAY MATRIX		
Age Limit – 50 Years DIRECT RECRUITMENT-75%	↑	PROMOTION- 25% 5 Years in Level-11 as T.O. Gr-I - Through the Selection Committee and as per assessment criteria of the RR
TECHNICAL OFFICER (GRADE-I) [The existing incumbents working as Sr. Technical Officer in Level-11, will be re-designated as Technical Officer (Grade-I)] LEVEL- 11 IN THE PAY MATRIX		
	↑	PROMOTION- 100% 5 Years in Level-10 - Through Institute DPC as per assessment criteria of the RR
TECHNICAL OFFICER LEVEL- 10 IN THE PAY MATRIX		
Age Limit – 45 Years DIRECT RECRUITMENT-50%	↑	PROMOTION- 50% Through Institute DPC as per assessment criteria of the RR. 5 Years in S.T.S. in Level-8 or 3 Years in S.T.S. Grade-II (Level-9)- for existing incumbents
SENIOR TECHNICAL SUPERINTENDENT (S.T.S.) LEVEL- 8 IN THE PAY MATRIX		
Age Limit – 42 Years DIRECT RECRUITMENT-30%	↑	PROMOTION- 70% 5 Years in Level-7 - Through Institute DPC as per assessment criteria of the RR
TECHNICAL SUPERINTENDENT LEVEL- 7 IN THE PAY MATRIX		
Age Limit – 38 Years DIRECT RECRUITMENT-30%	↑	PROMOTION- 70% 5 Years in Level-6 - Through Institute DPC as per assessment criteria of the RR
JUNIOR TECHNICAL SUPERINTENDENT LEVEL- 6 IN THE PAY MATRIX		
DIRECT RECRUITMENT-50% Age Limit – 35 Years for Direct Recruitment	↑	PROMOTION- 50% 3 Years in Level-5 - Through Institute DPC as per assessment criteria of the RR
SENIOR TECHNICIAN LEVEL- 5 IN THE PAY MATRIX		
	↑	PROMOTION- 100% 5 Years - Through Institute DPC as per assessment criteria of the RR
JUNIOR TECHNICIAN LEVEL- 3 IN THE PAY MATRIX		
Age Limit – 27 Years for Direct Recruitment	↑	DIRECT RECRUITMENT-100%

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STUDY OF THE EFFECT OF
HINDI LANGUAGE ON THE
TEACHING OF MATHEMATICS
(A STUDY OF THE
TEACHING OF MATHEMATICS
IN THE HINDI MEDIUM
SCHOOL)

RECRUITMENT RULES FOR THE POST OF JUNIOR TECHNICIAN

1.	Name of the Post	Junior Technician
2.	No. of posts	As per sanctioned strength
3.	Classification	Group C
4.	Level in the Pay Matrix	Level-3
5.	Whether selection post or non-selection post	Not Applicable (Direct Recruitment)
6.	Age limit for direct recruits	Preferably below 27 Years
7.	Educational and other qualifications required for direct recruits	<p>Essential: Bachelor's Degree in Science (with Physics/Mathematics/Chemistry/Computer Science as one of the Subject)/Engineering or equivalent in appropriate field with a minimum of 55% marks in the qualifying degree from a recognized University/Institute.</p> <p style="text-align: center;">OR</p> <p>Three years Diploma in Engineering/ Applied Science or equivalent in appropriate field (after 10+2) with a minimum of 55% marks from a recognized University/ Institute with one year relevant experience.</p> <p>Proficiency in the use of a variety of computer office applications, M.S. Word, Excel, Power Point or equivalent is a must.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment, whether by direct recruitment or promotion or by deputation/transfer, grades and percentage of the vacancies to be filled by various methods	100 % by Direct Recruitment
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	Not applicable
12.	If a DPC exists, what is the composition	Not applicable


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RECRUITMENT RULES FOR THE POST OF SENIOR TECHNICIAN

1.	Name of the Post	Senior Technician
2.	No. of posts	As per sanctioned strength
3.	Classification	Group C
4.	Level in the Pay Matrix	Level 5
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Not applicable
7.	Educational and other qualifications required for direct recruits	Not applicable
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	Not applicable
9.	Period of probation, if any	Not applicable
10.	Method of recruitment, whether by direct recruitment or promotion or by deputation/transfer, grades and percentage of the vacancies to be filled by various methods	100% by promotion through Institute DPC as per assessment criteria of the RR
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	By DPC: From existing Junior Technicians of IIT(BHU) with at least 05 years regular clean service in Level 3
12.	If a DPC exists, what is the composition	As per IIT (BHU) Rules


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RECRUITMENT RULES FOR THE POST OF JUNIOR TECHNICAL SUPERINTENDENT

1.	Name of the Post	Junior Technical Superintendent
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group B
4.	Level in the Pay Matrix	Level 6
5.	Whether selection post or non-selection post	Selection (for the post under promotion)
6.	Age limit for direct recruits	Preferably below 35 Years
7.	Educational and other qualifications required for direct recruits	<p>Essential: Master's Degree in Engg./Science/Computer Science in relevant field with a minimum of 55% marks in the qualifying degree from a recognized University/Institute with one year relevant experience in Level-5.</p> <p style="text-align: center;">OR</p> <p>Bachelor's Degree in Engineering in relevant field with a minimum of 55% marks in the qualifying degree from a recognized University/Institute with 02 years relevant experience in Level-5.</p> <p style="text-align: center;">OR</p> <p>Bachelor's Degree in Science or equivalent in relevant field with a minimum of 55% marks in the qualifying degree from a recognized University/Institute with 03 years relevant experience in Level-5.</p> <p style="text-align: center;">OR</p> <p>Three years Diploma in Engineering/Applied Science or equivalent in relevant field (after 10+2) with a minimum of 55% marks in the qualifying degree from a recognized University/Institute with 05 years relevant experience in Level-5.</p> <p>Proficiency in the use of a variety of computer office applications, M.S. Word, Excel, Power-point or equivalent is a must.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion.	Age: No Qualification: Yes
9.	Period of probation, if any	Two Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods.	<p>(i) 50% by Direct Recruitment N.B.- failing which by on Deputation/Transfer on deputation/on contract basis.</p> <p>(ii) 50% by Promotion through DPC as per assessment criteria of the RR</p>
11.	In case of recruitment by promotion/ by deputation/ transfer, grades from which promotion/deputation/transfer is to be made.	By DPC: From existing Senior Technician of IIT (BHU) with at least 03 years regular clean service in Level 5 in IIT(BHU).
12.	If a DPC exists, what is the composition	As per IIT (BHU) Rules.


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RECRUITMENT RULES FOR THE POST OF TECHNICAL SUPERINTENDENT

1.	Name of the Post	Technical Superintendent
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group B
4.	Level in the Pay Matrix	Level 7
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	38 Years
7.	Educational and other qualifications required for direct recruits	Masters/ Bachelors degree in Engineering/ Science/ Computer Science in relevant field with a minimum of 55% marks in the qualifying degree from a recognized University Institution with 5 Years experience in Level-6
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion.	Age : No Qualification : Yes
9.	Period of probation, if any	Two Years for Direct Recruitment
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods.	70% by Promotion through DPC as per assessment criteria of the RR 30% by Direct Recruitment N.B.- failing which by on Deputation/Transfer on deputation/on contract basis.
11.	In case of recruitment by promotion/ by deputation/ transfer, grades from which promotion/deputation/transfer is to be made.	By Promotion: From existing Jr. Tech. Superintendent of IIT (BHU) with at least 05 years regular clean service in Level 6 in IIT(BHU) as per assessment criteria of RR.
12.	If a DPC exists, what is the composition	As per IIT(BHU) Rules.



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RECRUITMENT RULES FOR THE POST OF SENIOR TECHNICAL SUPERINTENDENT (S.T.S.)

1.	Name of the Post	Senior Technical Superintendent
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group B
4.	Level in the Pay Matrix	Level 8
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	42 Years
7.	Educational and other qualifications required for direct recruits	Masters/ Bachelors degree in Engineering/ Science/ Computer Science in relevant field with a minimum of 55% marks in the qualifying degree from a recognized University Institution with 5 Years experience in Level-7
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion.	Age : No Qualification : Yes
9.	Period of probation, if any	Two Years for Direct Recruitment
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods.	70% by Promotion through DPC as per assessment criteria of the RR 30% by Direct Recruitment N.B.- failing which by on Deputation/Transfer on deputation/on contract basis.
11.	In case of recruitment by promotion/ by deputation/ transfer, grades from which promotion/deputation/transfer is to be made.	By Promotion: From existing Technical Superintendent of IIT (BHU) with at least 05 years regular clean service in Level 7 in IIT(BHU) as per assessment criteria of RR.
12.	If a DPC exists, what is the composition	As per IIT(BHU) Rules.



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RECRUITMENT RULES FOR THE POST OF TECHNICAL OFFICER

1.	Name of the Post	Technical Officer
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group A
4.	Level in the Pay Matrix	Level 10
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 45 Years
7.	Educational and other qualifications required for direct recruits	<p>Essential:</p> <p>1.M.Tech Degree in Engineering or equivalent qualification in appropriate field with a minimum of 55% marks in the qualifying degree from a recognized University/Institute with two years relevant experience in Level 8.</p> <p style="text-align: center;">OR</p> <p>Master's Degree in Science/Computer Science in appropriate field with a minimum of 55% marks in the qualifying degree from a recognized University/Institute with 04 years relevant experience in Level-8.</p> <p style="text-align: center;">OR</p> <p>Bachelor's Degree in Engineering in appropriate field with a minimum of 55% marks in the qualifying degree from a recognized University/Institute with 05 years relevant experience in Level-8.</p> <p>2. Proficiency in the use of a variety of computer office applications, M.S. Word, Excel, Power-point.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion.	Age : No Qualification : Yes
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/transfer, grades and percentage of the vacancies to be filled by various methods.	<p>(i) 50% by Direct Recruitment N.B.- failing which by on Deputation/Transfer on deputation/on contract basis.</p> <p>(ii) 50% by Promotion as per assessment criteria of RR</p>
11.	In case of recruitment by promotion/ by deputation/transfer, grades from which promotion/deputation/transfer is to be made.	<p>By Promotion</p> <p>Open to the Senior Technical Superintendent of IIT(BHU) who have rendered at least 05 years of regular clean service in Level-8 or 3 Years in Senior Technical Superintendent Grade-II (Level-9) (for existing incumbents).</p>
12.	If a DPC exists, what is composition	As per IIT (BHU) Rules.



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RECRUITMENT RULES FOR THE POST OF TECHNICAL OFFICER (GRADE-I)

1.	Name of the Post	Technical Officer (Grade-I)
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group A
4.	Level in the Pay Matrix	Level 11
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Not Applicable
7.	Educational and other qualifications required for direct recruits	Not Applicable
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion.	Not Applicable
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/transfer, grades and percentage of the vacancies to be filled by various methods.	100% by Promotion as per assessment criteria of RR
11.	In case of recruitment by promotion/ by deputation/transfer, grades from which promotion/deputation/transfer is to be made.	By Promotion Open to the Technical Officer of IIT(BHU) who have rendered at least 05 years of regular clean service in Level-10 in IIT(BHU).
12.	If a DPC exists, what is the composition	As per IIT (BHU) Rules.


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RECRUITMENT RULES FOR THE POST OF SENIOR TECHNICAL OFFICER

1.	Name of the Post	Senior Technical Officer
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group A
4.	Level in the Pay Matrix	Level 12
5.	Whether selection post or non-selection post	Selection (for promotion Post)
6.	Age limit for direct recruits	Preferably below 50 Years
7.	Educational and other qualifications required for direct recruits	<p>Essential:</p> <p>1.M.Tech Degree in Engineering in appropriate field with a minimum of 55% marks in the qualifying degree from a recognized University/Institute with 03 years relevant experience in the Level-10.</p> <p style="text-align: center;">OR</p> <p>Master's Degree in Science/Computer Science in appropriate field with a minimum of 55% marks in the qualifying degree from a recognized University/Institute with 05 years relevant experience in the Level-10.</p> <p style="text-align: center;">OR</p> <p>Bachelor's Degree in Engineering in appropriate field with a minimum of 55% marks in the qualifying degree from a recognized University/Institute with 07 years relevant experience in the Level-10.</p> <p>2.Proficiency in the use of a variety of computer office applications, M.S. Word, Excel, Power-point.</p> <p>Desirable:</p> <p>Ph.D in appropriate field.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion.	Age : No Qualification : Yes
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods.	<p>(i) 75% by Direct Recruitment N.B.- failing which by on Deputation/Transfer on deputation/on contract basis.</p> <p>(ii) 25% by Promotion</p>
11.	In case of recruitment by promotion/ by deputation/ transfer, grades from which promotion/deputation/transfer is to be made.	<p>By Promotion:</p> <p>Open to the Technical Officer (Grade-I) of IIT(BHU) who has rendered at least 03 years of regular clean service Level-11</p> <p>By Deputation/Transfer on Deputation /on contract basis:</p> <p>(i) A person holding analogous post, or</p> <p>(ii) Fulfilling the educational and other qualifications prescribed for Direct Recruits in Item 7.</p>
12.	If a DPC exists, what is the composition	As per IIT(BHU) Rules.


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LIBRARY CADRE

LIBRARIAN LEVEL- 14 IN THE PAY MATRIX (AGP)	
Age Limit – 57 Years	↑ DIRECT RECRUITMENT-100%
DEPUTY LIBRARIAN LEVEL- 12 IN THE PAY MATRIX (AGP)	
Age Limit – 55 Years	↑ DIRECT RECRUITMENT-100%
ASSISTANT LIBRARIAN LEVEL- 10 IN THE PAY MATRIX (AGP)	
Age Limit – 45 Years DIRECT RECRUITMENT-75%	↑ PROMOTION- 25% 5 Years in Level-8 – Through the Selection Committee prescribed for the post of Assistant Librarian and fulfilling the assessment criteria of the RR
SENIOR LIBRARY SUPERINTENDENT LEVEL- 8 IN THE PAY MATRIX	
DIRECT RECRUITMENT-30% Age Limit – 42 Years for Direct Recruitment	↑ PROMOTION- 70% 5 Years in Level-7 - Through Institute DPC as per assessment criteria of the RR
LIBRARY SUPERINTENDENT LEVEL- 7 IN THE PAY MATRIX	
DIRECT RECRUITMENT-30% Age Limit – 38 Years for Direct Recruitment	↑ PROMOTION- 70% 5 Years in Level-6 - Through Institute DPC as per assessment criteria of the RR
JUNIOR LIBRARY SUPERINTENDENT LEVEL- 6 IN THE PAY MATRIX	
DIRECT RECRUITMENT-50% Age Limit – 35 Years for Direct Recruitment	↑ PROMOTION- 50% 3 Years in Level-5 - Through Institute DPC as per assessment criteria of the RR
SENIOR LIBRARY ASSISTANT LEVEL- 5 IN THE PAY MATRIX	
	↑ PROMOTION- 100% 5 Years- Through Institute DPC as per assessment criteria of the RR
JUNIOR LIBRARY ASSISTANT LEVEL- 3 IN THE PAY MATRIX	
Age Limit – 30 Years	↑ DIRECT RECRUITMENT-100%


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RECRUITMENT RULES FOR THE POST OF JUNIOR LIBRARY ASSISTANT

1.	Name of the Post	Junior Library Assistant
2.	No. of Post(s)	As per Sanctioned Strength
3.	Classification	Group C
4.	Level in the Pay Matrix	Level-3
5.	Whether selection post or non-selection post	Direct Recruitment
6.	Age limit for direct recruits	30 Years
7.	Educational and other qualifications required for direct recruits	Essential: Bachelor's Degree in Library & Info. Science with 55% marks OR Diploma in Lib & Inf. Sc with 55% marks with Bachelor's Degree in any discipline OR two years degree in M. Lib & Inf. Sc. (Integrated) with 55% marks. Desirable: Hands-on experience of computer Applications in a Library of repute.
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion.	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/transfer, grades and percentage of the vacancies to be filled by various methods.	100% by Direct Recruitment
11.	In case of recruitment by promotion/ by deputation/transfer, grades from which promotion/deputation/transfer is to be made.	Not Applicable
12.	If a DPC exists, what is the composition	Not Applicable


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RECRUITMENT RULES FOR THE POST OF SENIOR LIBRARY ASSISTANT

1.	Name of the Post	Senior Library Assistant
2.	No. of post(s)	As per Sanctioned Strength
3.	Classification	Group C
4.	Scale of Pay	Level 5
5.	Whether selection post or non-Selection post	Selection
6.	Age limit for direct recruits	Not Applicable
7.	Educational and other qualifications required for direct recruits	Not Applicable
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	Not Applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and Percentage of the vacancies to be filled by various methods	100% by promotion through Institute DPC as per assessment criteria of the RR
11.	In case of recruitment by Promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	By DPC: From existing Junior Library Assistants of IIT (BHU) with at least 05 years regular clean service in Level-3 in IIT (BHU).
12.	If a DPC exists, what is the composition	As per IIT (BHU) Rules



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प्रमाणित
18/05/2021
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RECRUITMENT RULES FOR THE POST OF JUNIOR LIBRARY SUPERINTENDENT

1.	Name of the Post	Junior Library Superintendent
2.	No. of post(s)	As per sanctioned strength
3.	Classification	Group B
4.	Level in the Pay Matrix	Level-6 (Minimum basic Rs.35400/-)
5.	Whether selection post or non-selection post	Direct Recruitment
6.	Age limit for direct recruits	35 Years
7.	Educational and other qualifications required for direct recruits	Essential: B.Lib or B.Lib.Info.Sc or equivalent degree with relevant experience of five years in Level 3 or above. For applicants with Master's degree in Library/Information Science or equivalent, the normal duration of Master's programme would be counted towards experience.
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion.	No
9.	Period of probation, if any	Two Years
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/transfer, grades and percentage of the vacancies to be filled by various methods	i) 50% by Direct Recruitment ii) 50% by Promotion
11.	In case of recruitment by promotion/ by deputation/transfer, grades from which promotion/deputation/transfer is to be made	By DPC: as per assessment criteria of the RR. From existing Senior Library Assistant of IIT(BHU) with at least 3 years regular clean service in the Level-5 in IIT(BHU).
12.	If a DPC exists, what is the composition	As per IIT(BHU) Rules


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RECRUITMENT RULES FOR THE POST OF LIBRARY SUPERINTENDENT

1.	Name of the post	Library Superintendent
2.	No. of Post (s)	As per sanctioned strength
3.	Classification	Group B
4.	Level in the Pay Matrix	Level-7
5.	Whether selection post or non-selection post	Selection for Promotion Posts
6.	Age limit for direct recruits	38 Years
7.	Educational and other qualifications required for direct recruits	Essential: B.Lib or B.Lib.Info.Sc or equivalent degree with 55% marks, with relevant experience of five years in Level-6 or above. For applicants with Master's degree in Library/Information Science or equivalent, the normal duration of Master's programme would be counted towards experience.
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	Age : No Qualification : Yes
9.	Period of probation, if any	Two Years for Direct Recruitment
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	70% Promotion 30% Direct Recruitment
11.	In case of recruitment by promotion /by deputation/ transfer, grades from which promotion/ deputation transfer is to be made	Junior Library Superintendent working in IIT (BHU) who have rendered at least 05 years of regular clean service in IIT (BHU) in the Level-6.
12.	If a DPC exists, what is the composition	As per IIT (BHU) Rules

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RECRUITMENT RULES FOR THE POST OF SENIOR LIBRARY SUPERINTENDENT

1.	Name of the post	Senior Library Superintendent
2.	No. of Post (s)	As per sanctioned strength
3.	Classification	Group B
4.	Level in the Pay Matrix	Level-8
5.	Whether selection post or non-selection post	Selection for Promotion Posts
6.	Age limit for direct recruits	42 Years
7.	Educational and other qualifications required for direct recruits	Essential: B.Lib or B.Lib.Info.Sc or equivalent degree with 55% marks, with relevant experience of five years in Level- 7 or above. For applicants with Master's degree in Library/Information Science or equivalent, the normal duration of Master's programme would be counted towards experience.
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	Age : No Qualification: Yes
9.	Period of probation, if any	One Year for Direct Recruitment
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	70 % Promotion 30% Direct Recruitment
11.	In case of recruitment by promotion /by deputation/ transfer, grades from which promotion/ deputation transfer is to be made	Library Superintendent working in IIT (BHU) who have rendered at least 5 years of regular clean service in IIT (BHU) in the Level-7.
12.	If a DPC exists, what is the composition	As per IIT (BHU) Rules



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RECRUITMENT RULES FOR THE POST OF ASSISTANT LIBRARIAN

1.	Name of the post	Assistant Librarian
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group A
4.	Level in the Pay Matrix	Academic Level- 10
5.	Whether selection post or non-selection post	Selection
6.	Age Limit for direct recruits	Preferably below 45 Years
7.	Educational and other qualifications required for direct recruits	Essential: i) A Master's Degree in Library Science/ Information Science/Documentation Science or an equivalent professional degree with at least 55% marks (or an equivalent Grade in a point scale wherever grading system is followed) and a consistently good academic record with knowledge of computerization of library. ii) Qualifying in the National Level Test conducted for the purpose by the UGC or any other agency approved by the UGC. iii) Minimum 03 years of relevant experience of working in Institute/ University of State / Centre Govt. organization. NB: Educational Qualification and Experience will be as per UGC guidelines as amended from time to time.
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion/ Promotion	Age : No Qualification : Yes
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	i.) 75% by Direct Recruitment ii.) 25% by Promotion
11.	In Case of recruitment by promotion/by deputation/transfer, grades form which promotion/ deputation/transfer is to be made	A.) By Promotion:- Open to Senior Library Superintendent fulfilling educational qualifications for the post and having experience of 5 Years in Level-8. B.) Deputation/Transfer on Deputation/on contract basis: Officers from the Library of Central / State Governments or Institute of national importance or Universities / Deemed University level Institution or PSU/Industry: i) Holding analogous post or with at least 5 years' service in posts carrying Grade Pay of Rs. 4600/- or its equivalent and having experience in administration, establishment and accounts matters of the library. ii) Possessing educational qualification and experience as prescribed in Col. 7. N.B.- The eligibility or otherwise of internal candidates to be examined & recommended by the Dep'tt. /Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.
12.	If a DPC exists, what is the composition	As per IIT(BHU) rules



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RECRUITMENT RULES FOR THE POST OF DEPUTY LIBRARIAN

1.	Name of the Post	Deputy Librarian
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group A
4.	Level in the Pay Matrix	Academic Level- 12
5.	Whether selection post or non- selection post	Selection
6.	Age limit for direct recruits	Preferably below 55 Years
7.	Educational and other qualifications required for direct recruits	<p>Essential: A Master's Degree in Library Science / Information Science/ Documentation with at least 55% of the marks or its equivalent Grade of B in the UGC seven point scale and a consistently good academic record.</p> <p>05 years experience as an Assistant University Librarian/ College Librarian.</p> <p>Evidence of innovative library service and organization of published work and professional commitment, computerization of library,</p> <p>Desirable: A M.Phil./ Ph.D. Degree in Library Science/ Information Science/ Documentation/ Archives and Manuscript keeping/computerization of library.</p> <p>NB: Educational Qualification and Experience will be as per UGC guidelines as amended from time to time.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion/ Promotion	Not Applicable
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	<p>100% by Direct Recruitment</p> <p>Promotion under Career Advancement Scheme (CAS) as per UGC norms.</p>
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	<p>Deputation/Transfer on Deputation/on contract basis Officers from the Library of Central / State Governments of Institutes of national importance or Universities / Deemed University level Institution or PSU/Industry:</p> <p>i) Holding analogous post or with at least 5 years service in posts carrying Grade Pay of Rs. 6000/- or its equivalent and having experience in administration, establishment and accounts matters of the Library.</p> <p>ii) Possessing educational qualification and experience as prescribed in Col. 7.</p> <p>N.B.- The eligibility or otherwise of internal candidates to be examined & recommended by the Deptt./ Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.</p> <p>N.B.-Promotion under Career Advancement Scheme (CAS) as per UGC norms.</p>
12.	If a DPC exist, what is the composition	Not Applicable

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RECRUITMENT RULES FOR THE POST OF LIBRARIAN

1.	Name of the Post	Librarian
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group A
4.	Level in the Pay Matrix	Academic Level 14
5.	Whether selection post or non-selection post	Direct Recruitment
6.	Age limit for direct recruits	Preferably below 57 Years
7.	Educational and other qualifications required for direct recruits	<p>Essential: A Master's Degree in Library Science / Information Science/ Documentation with at least 55% marks or its equivalent Grade of B in the UGC seven points scale and consistently good academic record set out in these Regulations.</p> <p>At least thirteen years as a Deputy Librarian in a University Library or eighteen Years as a College Librarian.</p> <p>Evidence of innovative library service and organization of published work.</p> <p>Desirable: A M.Phil./ Ph.D Degree in Library Science/ Information Science/ Documentation/ Archives and Manuscript keeping.</p> <p>NB: Educational Qualification and Experience will be as per UGC guidelines as amended from time to time.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion/ Promotion	Not Applicable
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment, whether by direct recruitment or by promotion or by deputation/transfer, grades and percentage or the vacancies to be filled by various methods	<p>100% by Direct Recruitment</p> <p>N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis.</p>
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/ deputation/transfer is to be made	<p>Deputation/Transfer on Deputation/ on contract basis: Officers from the Library of Central / State Governments or Institutes of national importance or Universities / Deemed University level Institution or PSU/Industry:</p> <p>i) Holding analogous post or with at least 3 years service in posts carrying Grade Pay of Rs. 9000/- or its equivalent and having experience in administration, establishment and accounts matters of the Library.</p> <p>ii) Possessing educational qualification and experience as prescribed in Col. 7.</p> <p>N.B.- The eligibility or otherwise of internal candidates to be examined & recommended by the Deptt./ Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.</p>
12.	If a DPC exists, what is the composition	Not Applicable


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SYSTEM ANALYST CADRE

CHIEF SYSTEM MANAGER LEVEL- 14 IN THE PAY MATRIX		
Age Limit – 57 Years	↑	DIRECT RECRUITMENT-100%
PRINCIPAL SYSTEM ANALYST LEVEL- 13 IN THE PAY MATRIX		
Age Limit – 55 Years	↑	DIRECT RECRUITMENT-100%
SENIOR SYSTEM ANALYST LEVEL- 12 IN THE PAY MATRIX		
Age Limit – 50 Years DIRECT RECRUITMENT-75%	↑	PROMOTION- 25% 3 Years Experience in Level-11 - Through Institute DPC as per assessment criteria of the RR
SYSTEM ANALYST GRADE-I LEVEL- 11 IN THE PAY MATRIX		
	↑	PROMOTION- 100% 5 Years- Through Institute DPC as per assessment criteria of the RR
SYSTEM ANALYST LEVEL- 10 IN THE PAY MATRIX		
Age Limit – 40 Years	↑	DIRECT RECRUITMENT-100%



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RECRUITMENT RULES FOR THE POST OF SYSTEM ANALYST

1	Name of the Post	System Analyst
2	Number of Posts	As per sanctioned strength
3	Classification	Group-A
4	Level in the Pay Matrix	Level 10
5	Whether Selection Post or non-Selection Posts	Direct Recruitment
6	Age limit for direct recruits	Not exceeding 40 Years
7	Educational and other qualifications required for direct recruits	<p><u>Essential:</u></p> <p>i) B.E/B.Tech./ or equivalent (in Computer Science/ IT) /M.Sc. (Computer Science/IT)/MCA with first class or equivalent grade (on 10 point scale) from a recognized Institute/University with three years relevant experience in System Administration/ Server and Network Management/ Website development/ computer programming or related field.</p> <p style="text-align: center;">OR</p> <p>(i) M.E./M.Tech. in the relevant field with first class or equivalent grade (on 10 point scale) from the recognized Institute/University with one year relevant experience in System Administration/ Server and Network Management/ Website development/ computer programming or related field.</p>
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable
9	Period of probation, if any	One year
10	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	100% direct recruitment failing which by deputation
11	In case of recruitment by promotion/deputation /transfer, grades from which promotion/deputation/transfer to be made	<p>Deputation (including short term contract)</p> <p>a) Officers of the Central/State/PSU/Statutory or Autonomous organization or University/Institution of national importance Possessing educational qualification and experience as prescribed in Col 7:</p> <p>(i) Holding analogous post</p> <p style="text-align: center;">OR</p> <p>(ii) In the Level -8 with 7 years of service</p>
12	If DPC exists, what is its composition	Not Applicable



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RECRUITMENT RULES FOR THE POST OF SYSTEM ANALYST GRADE - I

1	Name of the Post	System Analyst Grade-I
2	Number of Posts	By upgrading the post held by System Analyst
3	Classification	Group-A
4	Level in the Pay Matrix	Level 11
5	Whether Selection Post or non-Selection Posts	Selection
6	Age limit for direct recruits	Not applicable
7	Educational and other qualifications required for direct recruit	Not applicable
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Age bar: Not applicable Educational qualification: Not applicable
9	Period of probation, if any	One Year
10	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	100% by promotion through Institute DPC as per assessment criteria of the RR
11	In case of recruitment by promotion/deputation /transfer, grades from which promotion/deputation/transfer to be made	Promotion: Five years of service as System Analyst in level 10 in IIT(BHU). Through Institute DPC as per Internal assessment norms of RR.
12	If DPC exists, what is its composition	As per the provision of the Institute.



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RECRUITMENT RULES FOR THE POST OF SENIOR SYSTEM ANALYST

1	Name of the Post	Senior System Analyst
2	Number of Posts	As per sanctioned strength
3	Classification	Group-A
4	Level in the Pay Matrix	Level 12
5	Whether Selection Post or non-Selection Posts	Not applicable in case of direct recruitment. Selection in case of promotion.
6	Age limit for direct recruits	50 years
7	Educational and other qualifications required for direct recruits	<p>Essential :</p> <p>A) Qualifications:</p> <p>i) B.E/B.Tech./ or equivalent (in Computer Science/ IT) /M.Sc. (Computer Science/IT)/MCA with first class or equivalent grade (on 10 point scale) from a recognized Institute/University.</p> <p>OR</p> <p>ii) M.E./M.Tech. in the relevant field with first class or equivalent grade (on 10 point scale) from the recognized Institute/University.</p> <p>B) Experience:</p> <p>Three years of service as System Analyst-I or equivalent post in Level -11</p> <p>Desirable:</p> <p>a) Candidates with PhD in the relevant field shall be preferred.</p>
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Age: No Educational qualification: Yes
9	Period of probation, if any	One year
10	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	<p>(i) 75% by direct recruitment failing which by deputation.</p> <p>(ii) 25% by promotion through Institute DPC as per assessment criteria of the RR</p>
11	In case of recruitment by promotion/deputation /transfer, grades from which promotion/deputation/transfer to be made	<p>1. Promotion:</p> <p>Three years of service as System Analyst-I in Level-11</p> <p>2. Deputation:</p> <p>Deputation (including short term contract)</p> <p>Officers of the Central/State/PSU/Statutory or Autonomous organization or University/Institution of national importance possessing educational qualification and experience as prescribed in Col 7:</p> <p>(i) Holding analogous post</p> <p>OR</p> <p>(i) In level-11 with four years of service</p>
12	If DPC exists, what is its composition	As per the provision of the Institute.

RECRUITMENT RULES FOR THE POST OF PRINCIPAL SYSTEM ANALYST

1	Name of the Post	Principal System Analyst
2	Number of Posts	As per sanctioned strength
3	Classification	Group-A
4	Level in the Pay Matrix	Level 13
5	Whether Selection Post or non-Selection Posts	Selection
6	Age limit for direct recruits	55 Yrs
7	Educational and other qualifications required for direct recruits	<p><u>Essential :</u></p> <p>A) Qualifications:</p> <p>i) B.E/B.Tech./ or equivalent (in Computer Science/ IT) /M.Sc. (Computer Science/IT)/MCA with first class or equivalent grade (on 10 point scale) from a recognized Institute/University.</p> <p style="text-align: center;">OR</p> <p>ii) M.E./M.Tech. in the relevant field with first class or equivalent grade (on 10 point scale) from the recognized Institute/University.</p> <p>B) <u>Experience:</u></p> <p>Three years of service as Senior System Analyst or equivalent in Level 12.</p> <p><u>Desirable:</u></p> <p>a) Candidates with PhD in the relevant field shall be preferred.</p>
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Direct Recruitment post
9	Period of probation, if any	One year
10	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	Direct Recruitment
11	In case of recruitment by promotion/deputation /transfer, grades from which promotion/deputation/transfer to be made	Not Applicable
12	If DPC exists, what is its composition	Not Applicable



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RECRUITMENT RULES FOR THE POST OF CHIEF SYSTEM MANAGER

1	Name of the Post	Chief System Manager
2	Number of Posts	As per sanctioned strength
3	Classification	Group-A
4	Level in the Pay Matrix	Level 14
5	Whether Selection Post or non-Selection Posts	Direct Recruitment Post
6	Age limit for direct recruits	57 years
7	Educational and other qualifications required for direct recruits	<p>Essential :</p> <p>A) Qualifications:</p> <p>i) B.E./B.Tech./ or equivalent (in Computer Science/ IT) /M.Sc. (Computer Science/IT)/MCA with first class or equivalent grade (on 10 point scale) from a recognized Institute/University with total 15 years of experience out of which:</p> <p>at least 3 years of experience at the level 13 on the post of Principal System Analyst or equivalent</p> <p>OR</p> <p>at least 6 years of experience at the level 12 on the post of Senior System Analyst or equivalent</p> <p>OR</p> <p>ii) M.E./M.Tech. in the relevant field with first class or equivalent grade (on 10 point scale) from the recognized Institute/University with total 13 years of experience out of which:</p> <p>at least 3 years of experience at the level 13 on the post of Principal System Analyst or equivalent</p> <p>OR</p> <p>at least 6 years of experience at the level 12 on the post of Senior System Analyst or equivalent</p> <p>iii) PhD in Computer Science and Engineering or equivalent with first class at the preceding degrees [(B.E./B.Tech./MSc. in Computer Science/IT/MCA) (and/or) M.E./M.Tech. (Computer Science/IT)] with total 10 years of experience out of which:</p> <p>at least 3 years of experience at the level 13 on the post of Principal System Analyst or equivalent</p> <p>OR</p> <p>at least 6 years of experience at the level 12 on the post of Senior System Analyst or equivalent</p>
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes	Not applicable
9	Period of probation, if any	One year
10	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	100% by direct recruitment failing which deputation.

11	In case of recruitment by promotion/deputation /transfer, grades from which promotion/deputation/transfer to be made	Deputation (including short term contract) Officers of the Central/State/PSU/Statutory or Autonomous organization or University/Institution of national importance possessing educational qualification and experience as prescribed in Col 7: (i) Holding analogous post OR (ii) In the Level 12 with 06 years of service or 03 years in the Level 13
12	If DPC exists, what is its composition	Not Applicable


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INSTITUTE WORKS DEPARTMENT CADRE

SUPERINTENDING ENGINEER LEVEL – 13 IN THE PAY MATRIX	
	↑ DEPUTATION POST
EXECUTIVE ENGINEER LEVEL – 12 IN THE PAY MATRIX	
Age Limit – 50 Years	↑ DIRECT RECRUITMENT-100%
ASSISTANT EXECUTIVE ENGINEER LEVEL – 10 IN THE PAY MATRIX	
Age Limit – 45 Years DIRECT RECRUITMENT-50%	↑ PROMOTION- 50% 5 Years as A.E. in Level-8 through Institute DPC as per assessment criteria of the RR
ASSISTANT ENGINEER LEVEL – 8 IN THE PAY MATRIX	
Age Limit – 40 Years DIRECT RECRUITMENT-50%	↑ PROMOTION- 50% 5 Years (Bachelors' Degree)/ 8 Years (Diploma Holder) Through Institute DPC as per assessment criteria of the RR
JUNIOR ENGINEER LEVEL – 6 IN THE PAY MATRIX	
Age Limit – 35 Years for Direct Recruitment	↑ DIRECT RECRUITMENT-100%


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RECRUITMENT RULES FOR THE POST OF JUNIOR ENGINEER

1.	Name of the Post	Junior Engineer
2.	No. of Post(s)	As per Sanctioned Strength
3.	Classification	Group B
4.	Level in the Pay Matrix	Level-6
5.	Whether selection post or non-selection post	Direct Recruitment
6.	Age limit for direct recruits	35 Years
7.	Educational and other qualifications required for direct recruits	B.E./B.Tech with 55% marks from a recognized University/Institute in relevant field with minimum one year post qualification experience in relevant field. OR Three year Diploma in Engineering with 55% marks from Govt. recognized polytechnic in relevant branch with minimum five years post qualification experience in relevant field.
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion.	Not applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/transfer, grades and percentage of the vacancies to be filled by various methods.	100% by Direct Recruitment
11.	In case of recruitment by promotion/ by deputation/transfer, grades from which promotion/deputation/transfer is to be made.	Not Applicable
12.	If a DPC exists, what is the composition	-----

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RECRUITMENT RULES FOR THE POST OF ASSISTANT ENGINEER

1.	Name of the Post	Assistant Engineer
2.	No. of Post(s)	As per Sanctioned Strength
3.	Classification	Group B
4.	Level in the Pay Matrix	Level-8
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	40 Years
7.	Educational and other qualifications required for direct recruits	Bachelor's Degree/ Diploma in relevant discipline with First division, with at least 3 years (for Bachelor degree holders) or 7 years (for Diploma holders) of relevant post qualification experience as Junior Engineer.
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion.	Age : No Qualification: Yes
9.	Period of probation, if any	Two Years
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/transfer, grades and percentage of the vacancies to be filled by various methods.	50% by Direct Recruitment 50% by Promotion through Institute DPC as per assessment criteria of the RR
11.	In case of recruitment by promotion/ by deputation/transfer, grades from which promotion/deputation/transfer is to be made.	Bachelor's Degree/ Diploma in relevant discipline with at least 5 years (for Bachelor degree holders) or 8 years (for Diploma holders) of relevant post qualification experience as Junior Engineer.
12.	If a DPC exists, what is the composition	As per IIT(BHU) Rules



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RECRUITMENT RULES FOR THE POST OF ASSISTANT EXECUTIVE ENGINEER

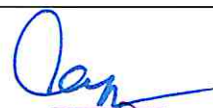
1.	Name of the Post	Assistant Executive Engineer
2.	No. of Post(s)	As per Sanctioned Strength
3.	Classification	Group A
4.	Level in the Pay Matrix	Level-10
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	45 Years
7.	Educational and other qualifications required for direct recruits	B.E./B.Tech from a recognized University/Institute in relevant field from a recognised University/Institute with First division in the qualifying degree with minimum three year experience in relevant field in Level 8. OR Three year Diploma in Engineering with First division, from Govt. recognized Polytechnic/Institute in relevant branch with minimum eight years post qualification experience in relevant field, out of which, at least three years should be in the Level 8.
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion.	Qualifications : Yes Age: No
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/transfer, grades and percentage of the vacancies to be filled by various methods.	(i) 50% by Direct Recruitment (ii) 50% by Promotion through Institute DPC as per assessment criteria of the RR
11.	In case of recruitment by promotion/ by deputation/transfer, grades from which promotion/deputation/transfer is to be made.	Assistant Engineer of IIT(BHU) with at least 05 years of regular clean service in Level :8 in IIT(BHU).
12.	If a DPC exists, what is the composition	As per IIT(BHU) Rules

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RECRUITMENT RULES FOR THE POST OF EXECUTIVE ENGINEER

1.	Name of the Post	Executive Engineer
2.	No. of Post(s)	As per Sanctioned Strength
3.	Classification	Group A
4.	Level in the Pay Matrix	Level-12
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	50 Years
7.	Educational and other qualifications required for direct recruits	B.E./ B.Tech. in relevant field with First division from a recognized University/Institute and 8 years experience in Level 10/Master Degree in relevant field with First division from a recognized University/Institute and 6 years experience in Level 10.
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion.	Not applicable
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/transfer, grades and percentage of the vacancies to be filled by various methods.	100% Direct Recruitment
11.	In case of recruitment by promotion/ by deputation/transfer, grades from which promotion/deputation/transfer is to be made.	Direct Recruitment
12.	If a DPC exists, what is the composition	NA



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RECRUITMENT RULES FOR THE POST OF SUPERINTENDING ENGINEER

1.	Name of the Post	Superintending Engineer
2.	No. of Post(s)	As per Sanctioned Strength
3.	Classification	Group A
4.	Level in the Pay Matrix	Level-13
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	50 Years
7.	Educational and other qualifications required for direct recruits	<p>1. Essential Qualifications</p> <p>(a) B.E./B.Tech. Degree in Civil/Electrical Engineering (1st Class or equivalent) from a recognised and nationally reputed Institute/University;</p> <p>(b) A minimum 18 years of working experience out of which at least 8 years of experience as an Executive Engineer in Level 12 or equivalent in Central / State Government including Government Autonomous Bodies/ Organizations and Public Sector Undertakings of national repute in the following areas: Planning, design, estimation, tendering, contract management, execution, construction, billing, certification etc. of Civil Works involving, but not limited to, multi-storied buildings, institutional buildings, water, sanitary and sewer systems, central HVAC system, fire fighting systems, building management systems, roads and area development etc.</p> <p>(c) Have successfully executed works of having combined value of at least Rs. 200 crore in the last 18 years OR Rs. 150 crore in the last 8 years as Executive Engineer or equivalent.</p> <p>2. Desirable Qualifications</p> <p>(i) Master's Degree in Civil Engineering/ Structural Engineering Soil Mechanics/Environmental Engineering /Construction Management/ Transport engineering from a recognized and nationally reputed Institute/University. Years of required experience in (b) above may be reduced to 16 and 6 years respectively for such candidates. However, the work value requirement as in (c) above remain the same.</p> <p>(ii) Knowledge of CPWD works manual, CPWD specifications, Structural designing, Tender documentation, Contract management, CPWD account code, Financial accounting, arbitration and reconciliation, administration and working knowledge of inter disciplinary engineering fields like electrical and HVAC.</p> <p>(iii) Demonstrated ability of having exhibited leadership attributes and coordination with various disciplines (such as electrical, mechanical, water works, public health, air-conditioning etc.) and agencies is required for experience in the above areas and having supervised a team of engineers and other professionals successfully.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion.	Not applicable

9.	Period of probation, if any	Not Applicable being deputation post
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/transfer, grades and percentage of the vacancies to be filled by various methods.	Deputation
11.	In case of recruitment by promotion/ by deputation/transfer, grades from which promotion/deputation/transfer is to be made.	A minimum 18 years of working experience out of which at least 8 years of experience as an Executive Engineer in the Level 12 or equivalent in Central / State Government including Government Autonomous Bodies/ Organizations and Public Sector Undertakings of national repute
12.	If a DPC exists, what is the composition	NA



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SENIOR SCIENTIFIC OFFICER (SENIOR SCALE)

1	Name of the Post	Senior Scientific Officer (Senior Scale)
2	Number of Posts	Financial Upgradation on personal basis
3	Classification	Group-A
4	Level in the Pay Matrix	13A 1 (pre-revised GP 9000/-)
5	Whether Selection Post or non-Selection Posts	Selection
6	Age limit for direct recruits	Not applicable
7	Educational and other qualifications required for direct recruits	Ph.D. in the appropriate branch with a very good academic record throughout and a minimum of 8 years experience of which at least 3 years should be at the level of Senior Scientific Officer
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Age bar: Not applicable Educational qualification: Yes
9	Period of probation, if any	One year
10	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	100% by promotion
11	In case of recruitment by promotion/deputation /transfer, grades from which promotion/deputation/transfer to be made	<u>Promotion:</u> 3 years service at the level of Senior Scientific Officer in Level 12 in IIT (BHU). Through a duly constituted Selection Committee.
12	If DPC exists, what is its composition	As per the provision of the Institute.

Note: This position is being created for the existing incumbents working in the Institute on the post of Senior Scientific Officer. This is a dying cadre and since no new appointments shall be held in the feeder cadre, therefore, this post shall automatically stand terminated on being vacated by existing incumbent by way of superannuation or otherwise.



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SECURITY CADRE

SECURITY OFFICER	
LEVEL- 10 IN THE PAY MATRIX	
Age Limit – 42 Years	↑ DIRECT RECRUITMENT-100%
ASSISTANT SECURITY OFFICER (Grade-I)	
LEVEL- 8 IN THE PAY MATRIX	
	↑ PROMOTION- 100% 7 years in Level 6- Through Institute DPC as per assessment criteria of the RR
ASSISTANT SECURITY OFFICER	
LEVEL- 6 IN THE PAY MATRIX	
Age Limit – 42 Years	↑ DIRECT RECRUITMENT-100%


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प्रतिलिखित
16/12/2021
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RECRUITMENT RULES FOR THE POST OF ASSISTANT SECURITY OFFICER

1.	Name of the Post	Assistant Security Officer
2.	No. of posts	As per sanctioned strength
3.	Classification	Group B
4.	Level in the Pay Matrix	Level 6
5.	Whether selection post or non-selection post	Direct Recruitment
6.	Age limit for direct recruits	Preferably below 35 Years
7.	Educational and other qualifications required for direct recruits	Essential: i). Graduate in any discipline with at least 55% marks in the qualifying degree from a recognized University/Institute and 05 years relevant experience. ii). Should have Military or NCC & Fire Fighting Training, Risk & Disaster Management Training/ First Aid. iii). Be able to ride light vehicle/ motor cycle and handle fire arms + having sound health and active habits, conducting enquires & investigation and managing contacts.
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	Not Applicable
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or promotion or by deputation/transfer, grades and percentage of the vacancies to be filled by various methods	100 % by Direct Recruitment N.B. failing which by on Deputation/ Transfer on Deputation/ on contract basis.
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	Not Applicable
12.	If a DPC exists, what is the composition	Not Applicable


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RECRUITMENT RULES FOR THE POST OF ASSISTANT SECURITY OFFICER (GRADE-I)

1.	Name of the Post	Assistant Security Officer
2.	No. of posts	As per sanctioned strength
3.	Classification	Group B
4.	Level in the Pay Matrix	Level 8
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Not Applicable
7.	Educational and other qualifications required for direct recruits	Not applicable
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	Not Applicable
9.	Period of probation, if any	-
10.	Method of recruitment, whether by direct recruitment or promotion or by deputation/transfer, grades and percentage of the vacancies to be filled by various methods	100 % by Promotion
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	Through Institute DPC as per assessment criteria of RR
12.	If a DPC exists, what is the composition	As per IIT (BHU) Rules



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RECRUITMENT RULES FOR THE POST OF SECURITY OFFICER

1.	Name of the Post	Security Officer
2.	No. Of Post(s)	As per sanctioned strength
3.	Classification	Group A
4.	Level in the Pay Matrix	Level 10
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 42 Years
7.	Educational and other qualifications required for direct recruits	<p>Essential:</p> <p>i) Commissioned Officer of Army/Navy/Air Force or Deputy Superintendent of police or Assistant Commandant of Police/Security Force having a Bachelor's degree or equivalent from a recognized University/Institute with at least 55% marks in the qualifying degree with 06 years relevant experience.</p> <p style="text-align: center;">OR</p> <p>A Bachelor's degree from a recognized University/Institute with at least 55% marks in the qualifying degree with overall 15 years relevant experience out of which at least 05 years experience in the Grade Pay of Rs. 4600/- or its equivalent in the Police or in a big security organization.</p> <p>ii) Should be able to ride motor cycle, motor car and handle fire arms.</p> <p>iii) Should be of sound health and active habits.</p> <p>iv) Should be conversant with security rules and procedures to deal with Police and the Public.</p> <p>Desirable:</p> <p>i) Training, conducting enquires & investigation, managing contacts and handling emergency situation like Fire Fighting, Rescue Operations, Floods, Earthquake etc.</p> <p>ii) Possessing a Diploma certificate in Security operations/Fire safety and disaster management from a recognized University/Institute.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion.	Not Applicable
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/transfer, grades and percentage of the vacancies to be filled by various methods.	100% by Direct Recruitment
11.	In case of recruitment by promotion/ by deputation/transfer, grades from which promotion/deputation/transfer is to be made.	Not Applicable
12.	If a DPC exists, what is the composition	Not Applicable

RAJ BHASHA CADRE

<p align="center">HINDI OFFICER LEVEL - 9 IN THE PAY MATRIX</p>		
Age Limit – 50 Years	↑	DIRECT RECRUITMENT-100%
<p align="center">HINDI TRANSLATOR LEVEL - 8 IN THE PAY MATRIX</p>		
	↑	PROMOTION- 100% 7 Years - Through Institute DPC as per assessment criteria of the RR
<p align="center">JUNIOR HINDI TRANSLATOR LEVEL - 6 IN THE PAY MATRIX</p>		
Age Limit – 35 Years	↑	DIRECT RECRUITMENT-100%

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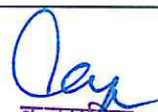
RECRUITMENT RULES FOR THE POST OF JUNIOR HINDI TRANSLATOR

1.	Name of the Post	Junior Hindi Translator
2.	No. of Post(s)	As per Sanctioned Strength
3.	Classification	Group B
4.	Level in the Pay Matrix	Level-6
5.	Whether selection post or non-selection post	Direct Recruitment
6.	Age limit for direct recruits	35 Years
7.	Educational and other qualifications required for direct recruits	<p>Essential: (i) Master's Degree of a recognized University or equivalent in Hindi with English as a subject at the degree level. (ii) Master's degree of a recognized University or equivalent in English with Hindi as a subject at the degree level. (iii) Bachelor's Degree with Hindi and English as main subjects (which includes term compulsory and elective). Desirable: (i) Recognized Diploma or Certificate course in translation from English to Hindi and vice-versa. (ii) Two years' experience in translation from English to Hindi and vice-versa in Central or State Government offices including Govt. organizations. (iii) Knowledge of operating Hindi application software packages on computer. (iv) Experience in translation of technical & scientific documents.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion.	Not applicable
9.	Period of probation, if any	Two Years
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/transfer, grades and percentage of the vacancies to be filled by various methods.	100% by Direct Recruitment
11.	In case of recruitment by promotion/ by deputation/transfer, grades from which promotion/deputation/transfer is to be made.	Not Applicable
12.	If a DPC exists, what is the composition	-----


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RECRUITMENT RULES FOR THE POST OF HINDI TRANSLATOR

1.	Name of the Post	Hindi Translator
2.	No. of Post(s)	As per Sanctioned Strength
3.	Classification	Group B
4.	Level in the Pay Matrix	Level-8
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Not Applicable
7.	Educational and other qualifications required for direct recruits	Not Applicable
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion.	Not applicable
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/transfer, grades and percentage of the vacancies to be filled by various methods.	100% by Promotion through Institute DPC as per assessment criteria of the RR
11.	In case of recruitment by promotion/ by deputation/transfer, grades from which promotion/deputation/transfer is to be made.	Through Institute DPC as per assessment criteria of RR. Junior Hindi translator working in IIT (BHU) who have rendered at least 07 years of regular clean service in IIT (BHU) in the Level-6.
12.	If a DPC exists, what is the composition	As per IIT(BHU) Rules



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RECRUITMENT RULES FOR THE POST OF HINDI OFFICER

1.	Name of the Post	Hindi Officer
2.	No. of Post(s)	As per Sanctioned Strength
3.	Classification	Group B
4.	Level in the Pay Matrix	Level-9
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	50 Years
7.	Educational and other qualifications required for direct recruits	<p>Essential:</p> <p>i) Master's Degree of a recognized University in Hindi with English as a main subject at Degree level with at least 55% marks in the qualifying degree from a recognized University/Institute.</p> <p style="text-align: center;">OR</p> <p>ii) Master's Degree of a recognized University or equivalent in English with Hindi as a subject at Degree level with at least 55% marks in the qualifying degree from a recognized University/Institute.</p> <p style="text-align: center;">OR</p> <p>iii) Master's Degree of a recognized University or equivalent in any subject with Hindi and English as a subject at Degree level with at least 55% marks in the qualifying degree from a recognized University/Institute. OR Master's Degree of a recognized University or equivalent in any subject with Hindi medium and English as a subject at the Degree level with at least 55% marks in the qualifying degree from a recognized University/Institute.</p> <p style="text-align: center;">OR</p> <p>iv) Master's Degree of a recognized University or equivalent in any subject with English medium and Hindi as a subject at the Degree level with at least 55% marks in the qualifying degree from a recognized University/Institute.</p> <p style="text-align: center;">OR</p> <p>v) Ten year's experience of terminological work in Hindi and translation work from English or Hindi or vice-versa, preferably of technical or scientific literature. OR Ten year's experience of teaching, research, writing or journalism in Hindi.</p> <p>Desirable:</p> <p>(a) Knowledge of Sanskrit/or a modern Indian language.</p> <p>(b) Administrative experience of organizing Hindi classes or workshops for noting and drafting.</p> <p>(c) Knowledge of Computer Applications.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion.	Not Applicable
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/transfer, grades and percentage of the vacancies to be filled by various methods.	Direct Recruitment
11.	In case of recruitment by	Not Applicable.

	promotion/ by deputation/ transfer, grades from which promotion/deputation/transfer is to be made.	
12.	If a DPC exists, what is the composition	-----



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SPORTS CADRE

<u>CHIEF SPORTS OFFICER</u> LEVEL- 12 IN THE PAY MATRIX	
Age Limit – 55 Years	↑ DIRECT RECRUITMENT-100%
<u>DEPUTY SPORTS OFFICER</u> LEVEL- 11 IN THE PAY MATRIX	
	↑ PROMOTION-100%
<u>SPORTS OFFICER</u> LEVEL- 10 IN THE PAY MATRIX	
Age Limit – 45 Years	↑ DIRECT RECRUITMENT-100%



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Indian Institute of Technology
(काशी हिन्दू विश्वविद्यालय)
(Banaras Hindu University)
वाराणसी/Varanasi-221005

RECRUITMENT RULES FOR THE POST OF SPORTS OFFICER

1.	Name of the Post	Sports Officer
2.	No. of Post(s)	As per Sanctioned Strength
3.	Classification	Group A
4.	Level in the Pay Matrix	Level-10
5.	Whether selection post or non-selection post	Direct Recruitment
6.	Age limit for direct recruits	45Years
7.	Educational and other qualifications required for direct recruits	<p>Essential: Master's degree in Physical Education / Sports Science with a minimum of 55% marks or equivalent grade point average with relevant experience of six years after the qualifying degree. For applicants with Ph.D. degree in relevant discipline, duration of Ph.D. up to three years would be counted towards experience.</p> <p>Applicants should have specialization in at least one sport such as Hockey, Athletics, Gymnastics, Weight lifting, Swimming, Kabaddi, Football, Volleyball, Table Tennis, Cricket. N.I.S. Coaching Diploma holders and medal winners in inter-university/national games will be given preference.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion.	Not Applicable
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/transfer, grades and percentage of the vacancies to be filled by various methods.	100% by Direct Recruitment
11.	In case of recruitment by promotion/ by deputation/transfer, grades from which promotion/deputation/transfer is to be made.	Not Applicable
12.	If a DPC exists, what is the composition.	-----


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RECRUITMENT RULES FOR THE POST OF DEPUTY SPORTS OFFICER

1.	Name of the Post	Deputy Sports Officer
2.	No. of Post(s)	As per Sanctioned Strength
3.	Classification	Group A
4.	Level in the Pay Matrix	Level-11
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Not Applicable
7.	Educational and other qualifications required for direct recruits	Not Applicable
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion.	Not Applicable
9.	Period of probation, if any	Not Applicable
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/transfer, grades and percentage of the vacancies to be filled by various methods.	100% by promotion through Institute DPC as per assessment criteria of the RR
11.	In case of recruitment by promotion/ by deputation/transfer, grades from which promotion/deputation/transfer is to be made.	Promotion through Internal Assessment Criteria of RR for Sports Officer having 5 years of clean service in Level-10 in IIT (BHU)
12.	If a DPC exists, what is the composition	As per IIT(BHU) rules



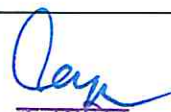
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संस्थान के अध्यक्ष
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RECRUITMENT RULES FOR THE POST OF CHIEF SPORTS OFFICER

1.	Name of the Post	Chief Sports Officer
2.	No. of Post(s)	As per Sanctioned Strength
3.	Classification	Group A
4.	Level in the Pay Matrix	Level-12
5.	Whether selection post or non-selection post	Direct Recruitment
6.	Age limit for direct recruits	55 Years
7.	Educational and other qualifications required for direct recruits	<p>Essential: Master's degree in Physical Education / Sports Science with a minimum of 55% marks or equivalent grade with relevant experience of five years in a post in Level-10 and above or equivalent. For applicants with Ph.D. degree in relevant discipline, duration of Ph.D. up to three years would be counted towards experience.</p> <p>Applicants should have specialization in at least one sport such as Hockey, Athletics, Gymnastics, Weight lifting, Swimming, Kabaddi, Football, Volleyball, Table Tennis, Cricket. N.I.S. Coaching Diploma holders and medal winners in inter-university/national games will be given preference.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion.	Not Applicable
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/transfer, grades and percentage of the vacancies to be filled by various methods.	100% by Direct Recruitment
11.	In case of recruitment by promotion/ by deputation/transfer, grades from which promotion/deputation/transfer is to be made.	Not Applicable
12.	If a DPC exists, what is the composition	-----



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