



मोतीलाल नेहरू राष्ट्रीय प्रौद्योगिकी संस्थान इलाहाबाद
इलाहाबाद-२११००४[भारत]
Motilal Nehru National Institute of Technology Allahabad
Allahabad-211004 [India]

विज्ञापन संख्या 01/2025, दिनांक जनवरी 24, 2025

राष्ट्रीय प्रौद्योगिकी संस्थान अधिनियम 2007 के अनुसार मोतीलाल नेहरू राष्ट्रीय प्रौद्योगिकी संस्थान इलाहाबाद एक राष्ट्रीय महत्व का संस्थान है। संस्थान शिक्षा मंत्रालय, भारत सरकार द्वारा वित्त पोषित है शैक्षणिक गतिविधियों में गुणवत्ता और उत्कृष्टता के लिए पूरी तरह प्रतिबद्ध है।

संस्थान संविदा के आधार पर विशेष कार्य अधिकारी पद पर भर्ती के लिए अर्ह भारतीय नागरिकों से निर्धारित प्रारूप में आवेदन आमंत्रित करता है। रिक्ति का विवरण इस प्रकार है:

क्र० सं०	पद का नाम	रिक्त पदों की संख्या
1.	विशेष कार्य अधिकारी (संविदा पर)	01

आवेदन पत्र, शैक्षिक योग्यता, अनुभव और अन्य आवश्यकताओं के बारे में विवरण के लिए, कृपया संस्थान की वेबसाइट <http://www.mnnit.ac.in> देखें।

इच्छुक व्यक्ति अपना आवेदन निर्धारित प्रारूप में सभी संलग्नों के साथ 17.02.2025 शाम 5.30 बजे तक निम्नलिखित पते पर भेज सकते हैं।

कुलसचिव,
मोतीलाल नेहरू राष्ट्रीय प्रौद्योगिकी संस्थान इलाहाबाद
इलाहाबाद – 211004

कुलसचिव



मोतीलाल नेहरू राष्ट्रीय प्रौद्योगिकी संस्थान इलाहाबाद
इलाहाबाद-२११००४[भारत]
Motilal Nehru National Institute of Technology Allahabad
Allahabad-211004 [India]

Advertisement No. 01/2025, dated January 24, 2025

MNNIT Allahabad is an Institute of national importance (As per NIT Act 2007), fully funded by the Ministry of Education, Govt. of India with total commitment to quality and excellence in academic pursuits. The Institute invites applications from suitable Indian nationals for the position of **Officer on Special Duty on Contract basis**, in the Institute. Detail of vacancy is as follows:

Sl. No.	Name of the Post (s)	No. of Vacancies
1.	Officer on Special Duty (On contract)	01

For details regarding the Application Form, educational qualifications, experience and other requirements for the position, please visit the Institute website <http://www.mnnit.ac.in>

Interested persons may send their application in the prescribed format along with all its enclosures at the following address latest by **17.02.2025** up to **5.30 P.M.**

The Registrar
Motilal Nehru National Institute of Technology Allahabad
Allahabad-211004

REGISTRAR

The essential, desirable qualifications and experience for the above post(s), as per serial Number, are as under:

Name of the Post/ Cadre	Officer on Special Duty (On contract)
Remuneration	Consolidated Remuneration ₹40,000/- per month
No. of Post	01
Age Limit	Preferably below 65 Years as on last date of submission.
Eligibility and Job Description	Retired officers from Government / PSU or Armed Forces to deal with matters related to overall administration of the Institute that would include any one area of experience in Academics, Examination, Establishment, Hostels, Stores Procurement, Audit and Finance, Students Affairs, Library, Hindi etc. Candidate should be graduate in any discipline.
Tenure of service	The engagement is likely to be for a period of Six Months (extendable for another six months) based on performance.

Important Information

General Terms & Conditions

1. Candidate has to ensure the authenticity of information provided in support of experience claimed, other documents and photograph.
2. A self-attested copy of all the credentials should be enclosed in proof of age, academic qualifications, category, experience, Awards & Honours, failing which no weightage shall be given in respect of the credentials claimed.
3. Any corrigendum/changes/updates shall be made available only on the Institute website: www.mnnit.ac.in. The candidates are strictly advised to keep visiting the Institute's website for updates, if any.
4. Candidates are advised to bring all documents in original in support of their claim for verification and two set copy of the same for submission along with two (02) recent passport size photographs, failing which they will not be allowed to appear in the Selection Process.
5. The appointing authority has the power to terminate the services of any member of the staff without notice and without any cause assigned.
6. The services of a contractual employee shall be liable to be terminated at any time by notice in writing given either by the employee to the appointing authority, or by the appointing authority to the employee. The period of such notice shall be one month, unless otherwise agreed to by the Institute and the Employee.
7. The other terms and conditions of the service of contractual employee shall be such as may be specified by the appointing authority in the letter of appointment.

Qualification/ Experience

8. Experience in Institutes of National Importance like IITs/IISERs/IISc/NITs and other similar Central Govt. Institutions is desirable for all the posts.
9. The prescribed Essential Qualifications/Experience indicated are bare Minimum and mere possession of the same will not entitle the candidate to be called for interview/test. Where number of applications received in response to an advertisement is large, it may not be convenient or possible for the Institute to call all the candidates for interview. The Institute may restrict the number of candidates to be called for written exam/skill test/interview to a reasonable limit, on the basis of qualifications and experience higher than that of the minimum prescribed in the advertisement. The candidates should, therefore, furnish details of all the higher qualifications and experience possessed in the relevant field, over and above the minimum qualifications prescribed along-with documentary evidences.

Recruitment Methodology

10. In the event of number of applications being large, the short-listing Committee of the Institute will adopt short-listing criteria to restrict the number of candidates to be called for interview to a reasonable number by one or more of the following methods:
 - a) On the basis of higher educational qualifications than the minimum prescribed in the advertisement.

- b) On the basis of higher experience in the relevant field than the minimum prescribed in the advertisement.
 - c) By counting the experience before or after the acquisition of essential qualifications.
11. Therefore, all the selections shall be made through the recommendations of the Selection Committee based on performance in interview which is intended to test various aspects of personality quotient, domain knowledge and suitability of the candidates for ready deployment for job / assignment with relevant experience etc.
 12. The shortlisted candidates will be called for personal interview before the selection Committee on a given date and time conveying through Notice Boards/Institute website. Institute will not entertain any request for change of date of screening test/interview by the individual candidates under any circumstances.
 13. The selection Committee will make the merit list based on performance in the interview on common consensus basis and draw a merit list of the successful candidates in the interview from each category. If required, the selection Committee also may draw a waiting list with sufficient number of eligible candidates from each category. No correspondence shall be entertained during the process of the selection.
 14. The candidates should keep a regular watch for the related information on recruitment process available on the website only.

Reasons for Rejection of Applications

15. Applications which are not in the prescribed proforma, will be summarily rejected.
16. Applications incomplete in any respect and not accompanied by relevant certificate/documents/photographs and signature will be summarily rejected.
17. Candidates must ensure before applying that they are eligible according to the criteria stipulated in the advertisement. If the candidates are found ineligible at any stage of recruitment process, he/she will be disqualified and their candidature will be cancelled. Hiding of information or submitting false information will lead to cancellation of candidature at any stage of recruitment.
18. The application form without the self-attested copies of all relevant certificates (both experience and professional qualifications) will summarily be rejected.

Other terms and conditions:

19. No interim enquiries/correspondence/communication of any sort will be entertained on the matter of recruitment by the candidates.
20. The Institute has right to not to fill the vacancy/vacancies and no correspondence in this regard will be entertained.
21. Canvassing in any form and/or bringing any influence, political, or otherwise, will be treated as a disqualification for the post applied for.
22. Depending on Institute requirements from time to time, the vacancies will be filled up in different time slots.
23. The Institute reserves the right to withdraw any advertised post(s) at any time without giving any reason. The number of vacancies may change. Any consequential vacancy arising subsequent to the advertisement and upto the date of interview may also be filled during the interview.

24. Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement and/or an application in response thereto can be instituted only in Hon'ble High Court of Allahabad, Judicature at Allahabad.
25. The date of determining the eligibility of all candidates in every respect shall be the normal closing date for receipt of applications.
26. The competent authority reserves the right to extend the closing date for receipt of applications and also reserves the right to postpone/cancel the recruitment exercise for any/all the posts at any stage.
27. Candidate will be considered only for those posts they have applied for.
28. No candidate is permitted to carry or use calculators, mobile phones, pagers or any other gadgets/instruments in the test/interview.
29. In case of any dispute arises on account of interpretation in version other than English, English version will prevail.
30. Only matriculation/SSC certificate issued by the concerned education board will be considered as the proof of the date of birth. No other documents will be accepted for verification of date of birth.
31. The Institute reserves the right to increase/decrease number of posts.
32. There is no application fee.
33. No TA/DA will be paid for appearing in the Test/Interview.

Important Dates:

Date of publication of detailed notification on Institute website : **24.01.2025**
The closing date of submission of application form : **17.02.2025**
[Up to 5:30 P.M.]

REGISTRAR



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Motilal Nehru National Institute of Technology Allahabad
Allahabad-211004 [India]

APPLICATION FORM FOR APPOINTMENT ON CONTRACT BASIS

1. Advertisement No. : 01/2025, dated January 24, 2025
2. [a] Post applied for :
2. [b] Department/Section :
3. Name and complete personal Address :
[In Block letters]
4. Father's Name :
5. [a] Date of Birth :
5. [b] Age as on last date of application : _____ Years _____ Months _____ Days
6. Details of Registration with appropriate body
- [i] Name of Registering body :
- [ii] Registration Number :
- [iii] Valid upto :
7. Educational Qualifications :

Self
Attested

Examination Passed	Subject/Discipline	Board/Institute	Year	% of marks obtained
10 th or equivalent				
12 th or equivalent				

Graduation Diploma/Degree				
Post Graduation				

8. Details of Employment in chronological order. Enclose a separate sheet duly authenticated under your signature if necessary

Organization	Post Held	From	To	Total Experience [in Years & Months]	Scale of Pay and basic Pay	Nature of Duties	Nature of appointment/ Regular/ Contract/Part time/Adhoc)
Total Experience [in Years & Months]							

9. Retirement Details:

Designation at the time of retirement	
Organization	
Date of Joining	
Scale of Pay (Rs.)	
Total Emoluments (Per month) (Rs.)	
Present Pension (Rs>)	

10. Total years of the experience as Administrator Officer:

11. Areas of Specialization:

12. Special Awards/Honors received, if any

Year	Name of award / honors	Name of organization

13. ANY OTHER INFORMATION WHICH YOU MAY LIKE TO MENTION:

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14. DETAILS OF ENCLOSURES:

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15. Nature of present employment i.e. adhoc or temporary or :
quasi permanent or permanent.

16. In case the present employment is held on :
deputation/contract basis, please state.

[a] The date of initial appointment.

[b] Period of appointment on deputation / contract.

[c] Name of the parent organization to which you belong

17. Pay scale [Pay Band & Grade Pay] : & :
Basic Pay

18. Total emoluments per month drawn at present :

19. Additional information if any, which you would like to :
mention in support of your suitability for the post, [attach
separate sheet if necessary]

Signature of the candidate

Name

Address

.....

Contact No.

E-mail id

Declaration

I hereby declare that the information furnished above is true to the best of my knowledge and belief. If at any time it is found that I have concealed any information or have given any incorrect data, my candidature/appointment, may be cancelled/terminated, without any notice or compensation.

There arenumber of enclosures withpages attached alongwith this form.

Date:

Place:

Signature of the Candidate