



**NETAJI SUBHAS UNIVERSITY OF TECHNOLOGY**  
A STATE UNIVERSITY UNDER DELHI ACT 06 of 2018, GOVT. OF NCT OF DELHI  
(FORMERLY NETAJI SUBHAS INSTITUTE OF TECHNOLOGY)  
**Azad Hind Fauj Marg, Sector-3, Dwarka, New Delhi -110 078**  
Website: <http://www.nsut.ac.in>

**RECRUITMENT NOTICE NO.NSUT/A&B/2021/06**

**ADVERTISEMENT FOR VARIOUS POSTS (GROUP A/B)**

**Online Applications in the prescribed format are invited from eligible candidates for direct recruitment to the following posts as per details given below:-**

S.No.	Name of the Post	Pay Matrix (7 <sup>th</sup> CPC)	UR	EWS	SC	ST	OBC	Total
1.	Campus Director *	Level – 14 Rs. 1,44,200/- to 2,18,200/-.If the person is already working in higher level, his/her pay shall be protected as per rules. Also, will be entitled for special allowance (as admissible)	02	--	--	--	--	02
2.	Controller of Examination**	Level – 14 1,44,200/- to 2,18,200/-	01	--	--	--	--	01
3.	Senior System Analyst	Level-11 Rs. 67700/-- 208700/-	01	--	--	--	--	01
4.	Section Officer (Training and Placement)	Rs. 47,600/-Rs. 1,51,100/- Pay Level -8	01	--	--	--	--	01
5.	Section Officer (Examination)	RS. 47,600/-Rs. 1,51,100/- Pay Level -8	01	--	--	--	--	01
Total Post								06

\* On tenure basis- Three years which may be extended for two more years. Further, eligible for extension for not more than one more term of three years, or 65 years of age which ever is earlier.

\*\* On Tenure basis - Five years (extendable for not more than one more term by Board Of Management) or 62 years of age whichever is earlier.

1. The University reserves the right to reduce or not to fill up any post.
2. NSUT, besides its main campus at Dwarka, is also having two more campuses, East Campus at Geeta Colony (Formerly AIACTR) and West Campus at Jaffarpur, Najafgarh (Formerly CBPGEC). The candidate who will be selected, may be posted/transferred to any of the above campuses or any other campus which may be created in future by NSUT.

The online application form and other relevant details regarding educational qualifications, experience, terms and conditions of appointment etc. required for the posts advertised are available in subsequent paras. Candidates who wish to apply for the above posts are required to fill online applications only followed by submission of print out of filled application only followed by submission of print out of filled application form along with relevant Annexures, failing which the application(s) is/are liable to be rejected. Application should be filled in capital letters only. The applications should be sent in an envelope super-scribed on it post applied for, Name, Category and Applicant ID, mandatorily as per detail given below:-

<b><u>Application for the post of _____</u></b>
Name
Applicant ID
Category

### About the University

Erstwhile Netaji Subhas Institute of Technology (NSIT) was a premier Autonomous Institution of repute established in the year 1983 by Govt. of India. It was upgraded as State University under DELHI ACT 06 of 2018, Govt. of NCT of Delhi and named as Netaji Subhas University of Technology (NSUT) to provide education and research in the branches of Engineering, Technology, Sciences, Humanities, Social Sciences and Management, etc. and for advancement of learning and dissemination of knowledge in such branches and for certain other matters connected therewith or incidental thereto. The University is functioning on its own lush green campus spread over 145 acres with vast sports area and having residential campus also. The University has carved a name for itself nationally and internationally, and is a well-established University with fully equipped state-of-the-art modern laboratories, Library, Computer Centre, etc and a strong commitment for achieving excellence in Education and Research. University has got its own Dispensary set up which caters to the needs of Students, Staff. Campus/Residents for their routine medical issues.

NSUT has two campuses i.e. East & West Campus located at Geeta Colony & Jaffarpur respectively. West Campus is being developed as a hub of Infrastructure Technology wherein programs of Civil Engg., Geo-

Informatics, Environment, Architecture etc. are being conducted. In East Campus programs of Computer Science, Electronics Engg., are running.

There are ample opportunities for growth for the right kind of candidates.

**MINIMUM QUALIFICATION AND EXPERIENCE**

<b>S. No</b>	<b>Name of Post</b>	<b>Age Limit</b>	<b>Essential Qualification</b>	<b>Age of superannuation</b>
<b>1</b>	Campus Director	60	<p><b><u>Essential Qualifications:</u></b></p> <p>a) Ph. D. degree and First Class or equivalent at either Bachelor's or Master's level in the Engineering &amp; Technology.</p> <p>b) At least two successful Ph.D. guided (Degree Awarded) as supervisor / Co-Supervisor and minimum 10 research publications in SCI/SCIE/SSCI journals.</p> <p>c) Total 15 Years of Teaching/ Research/ Industrial experience in regular scale out of which 05 yrs experience at the level of Professor in regular scale in the field of Engineering/Technology.</p> <p><b><u>Desirable Qualifications:</u></b></p> <p>Should have leadership qualities in the areas of academic administration and Research.</p>	65
<b>2</b>	Controller of Examination	57	<p><b><u>Essential Qualifications:</u></b></p> <p>a) Master's Degree with at least 55% of the marks or an equivalent grade in a point scale wherever grading system is followed (such as equivalent grade of B in the UGC seven point scale)</p> <p><b>b) At least 15 years of administrative experience, of which 8 years shall be as <i>Deputy Controller of Examination/ Deputy Registrar Exam/</i> an equivalent administrative post with proven experience of examination related activities in Level 12</b> <b>OR</b></p> <p>At least 15 years of service as Assistant Professor in the Academic level – 11 and</p>	62

			<p>above or 8 years of service in the academic level – 12 and above including as Associate Professor along with experience in educational administration/examination or</p> <p>Holding an analogous post on regular basis in the pay scale of level – 14.</p> <p>c) Working knowledge of examination software and results automation</p> <p><b><u>Desirable Qualifications:</u></b></p> <p>a. PhD in any subject from a recognized University/institute.</p> <p>b. Experience in computer systems for information processing and retrieval.</p> <p>c. Adequate experience in the pre-conduct and post-conduct of University examinations or other comparable examinations such as entrance tests etc.</p>	
<b>3</b>	Senior System Analyst	40 Relaxable for Govt. Servants as per instructions issued by the Govt. of NCT of Delhi/NSUT from time to time.	<p>A)(i) Master's Degree in Computer Application/ Computer Science or M.Tech (with specialization in Computer Application) <b>OR</b> BE/B.Tech in Computer Engineering/ Computer Science/ Computer Technology of a recognized University or equivalent. (ii) 5 years experience of Electronic Data Processing, out of which atleast Two years experience should be in actual Programming <b>OR</b></p> <p>B(i) Degree in Computer Applications/ Computer Science or Degree in Electronics/ Electronics and Communication Engg. from a recognized University or equivalent. (ii) 7 years experience of Electronic Data Processing, out of which atleast three years experience should be in actual Programming <b>OR</b></p> <p>C(i) Master's Degree of a recognized University or equivalent or Degree in Engineering of a recognized University or equivalent. (ii) 8 years experience of Electronic Data Processing, out of which atleast four years</p>	60

			<p>experience should be in actual Programming OR</p> <p>D(i) 'A' level Diploma under DOEACC Programme or Post Graduate Diploma in Computer Application offered under University Programme/ Post Polytechnic Diploma in Computer Application awarded by State Council of Technical Education or equivalent.</p> <p>(ii) 8 years experience of Electronic Data Processing, out of which atleast four years experience should be in actual Programming.</p>	
4.	Section Officer (Training and Placement)	35 Relaxable for Govt. Servants as per instructions issued by the Govt. of NCT of Delhi/NSUT from time to time.	<p>a) Graduation from recognized University.</p> <p>b) Knowledge of computers and basic office software tools like Windows, Excel, etc.</p> <p>c) For Section Officer (Training &amp; Placement)-the incumbent must also have minimum 02 years of work experience of Corporate Sector.</p>	60
5.	Section Officer (Examination)	35 Relaxable for Govt. Servants as per instructions issued by the Govt. of NCT of Delhi/NSUT from time to time.	<p>a) Graduation from recognized University.</p> <p>b) Knowledge of computers and basic office software tools like Windows, Excel, etc.</p> <p>c) For Section Officer (Exam)- the incumbent must also have minimum 02 years of work experience in handling various data/reports &amp; its analysis through various software tools.</p>	60

**Eligibility Criteria:-**

1. The candidate must be a citizen of India.
2. The educational qualification, experience, age and other eligibility condition as stipulated in advertisement shall be determined as on the 01.01.2022.

**AGE LIMIT:**

<b>S.No</b>	<b>Name of Post</b>	<b>Crucial dates</b>
<b>1</b>	Campus Director	Candidates who are born before 01.01.1962 will not be eligible to apply for the post
<b>2</b>	Controller of Examination	Candidates who are born before 01.01.1965 will not be eligible to apply for the post
<b>3</b>	Senior System Analyst	Candidates who are born before 01.01.1982 will not be eligible to apply for the post
<b>4</b>	*Section Officer (Training and Placement)	Candidates who are born before 01.01.1987 will not be eligible to apply for the post
<b>5</b>	*Section Officer (Examination)	Candidates who are born before 01.01.1987 will not be eligible to apply for the post

\*Relaxable for Government Servants as per instructions issued by the Govt. of NCT of Delhi/NSUT from time to time. The crucial date for determining the age limit shall be the **01.01.2022**.

Government Servant means employees of Government, Universities/ Institutions funded by the Government and Autonomous organizations/PSUs and similar organizations of Government. Government means Central Government of India and various Governments of State and Union Territories of Republic of India.

**HOW TO APPLY**

1. No manual / paper applications will be entertained.
2. After submitting applications through ONLINE mode, candidates should take a print out of registration cum application form and send the same along with self-attested copies of certificates / documents to the Registrar, NSUT.
3. Information mentioned by the candidates at the time of registration / submission of application through ONLINE mode will only be given weightage.

4. Before registering / applying online, the candidates should ensure that they have valid e- mail ID, which should remain valid at least till the time recruitment process is completed.
5. The Online application portal will be active from 10:00 hours on 03.01.2022 to mid night hours on 22.01.2022.
6. Candidates applying for more than one post should apply and submit separate Registration-cum-Application Form along with the requisite fee for each post(s).

**MODE OF SELECTION: -**

1. Section Officer (Training and Placement)-There will be a written test and skill test for the selection. Weightage of written test will be 75% whereas weightage of skill test will be 25%.
2. Section Officer (Examination)-There will be a written test and skill test for the selection for the selection. Weightage of written test will be 75% whereas weightage of skill test will be 25%.
3. Campus Director and Controller of Examination –**Interview**
4. Senior System Analyst –**Interview**

In case, if large number of applications are received, there may be written test .

**GENERAL CONDITIONS :-**

1. All entrants would be covered mandatorily under the New Pension Scheme (NPS) as a policy duly approved by the University.
2. The prescribed qualifications/experience is the minimum and the mere possession of and fulfilling the essential qualifications does not entitle the candidates to be called for the interview or selected for the post. University reserves the right to shortlist the candidates for interview to the post of Campus Director/ Controller of Examination/ Senior System Analyst on the basis of shortlisting criteria to be finalized by the University in due course.
3. Experience certificate should clearly have mention of Pay Scale/Remuneration, Period of service, name of the post whether full-time/ part time, whether regular/ contract/adhoc basis, will be required to be submitted. Certificate lacking any of the above aspect shall not be treated as valid.
4. The age of the candidate shall be verified on the basis of Class “X” (Matriculation) Certificate.
5. The candidates already in Govt./Semi-Govt service / Autonomous Institutions/ PSU/ Universities/etc. should apply **by attaching `No Objection Certificate`** alongwith their applications. In case any candidate fails to attach the NOC, the same would have to be produced at the time of skill test mandatorily.

All the candidates should submit their applications online and thereafter send the printout of it with self-attested copies of all documents in support of qualification and experience. Original certificates should be produced for verification at the time of Interview.

6. The candidates shall be informed through E-mail/ Website/SMS regarding written Test, its result, Skill Test, Interview etc. The candidates are advised in their own interest to mention their correct mobile no. and email IDs in the application. They are also advised to regularly visit the website.
7. No TA/DA will be paid to the candidate for appearing for any Test/Interview.

Incomplete applications or applications received after last date shall not be considered. Application will be considered only if both online and hard copy application form, duly filled, are received by due date. University will not be responsible for any postal delay.

8. The University shall not be responsible for any error/omission/commission/suppression of relevant information by the applicant knowingly or unknowingly while filling up the application form and uploading the documents. In case the applicant gets shortlisted/selected/appointed on the basis of the incorrect/inadmissible/forged/fabricated credentials furnished by him/her, his/her candidature shall be liable to be cancelled at any stage of the recruitment/at any time during the tenure of the service and appropriate legal action under applicable law shall be initiated against the applicant.
9. The appointee shall be on the whole time appointment of the University and shall not accept any other appointment, paid or otherwise.
10. For the total no. of candidates which will be called for Interview/Skill Test will 12 for 1<sup>st</sup> post and 5 for subsequent post (s). This will be subject to fulfilling all the eligibility criteria including qualifications and experience.

Eligible persons may file their applications through online mode only by visiting NSUT website <http://www.nsut.ac.in>. The details of the procedure for online submissions of applications, submitting of documents/certificates/ photos, etc. is available on the website. The candidates are required to pay the application fees (Non-Refundable) **irrespective** of any category as under:

**FEES TO BE PAID**

Registration Fees - Rs. 1,000/- (Rupees One Thousand Only)  
Processing Fee - Rs. 1,000/- (Rupees One Thousand Only)

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Total - Rs. 2,000/- (Rupees Two Thousand Only)



Failure to pay the application fees would result in rejection of their applications.

The last date for filling up the online applications **is 22.1.2022 (Saturday) till 12.00 pm (night)**. The hard copy (Print out) of filled application form alongwith all enclosures covering the candidates credentials like Educational Qualifications, Experience, Pay Scale/ Remuneration drawn, NOC from the employer, etc. must reach on or **before 07.02.2022 (Monday) (6.00 P.M.)**. Mention “**Application for the post\_\_\_\_\_ in NSUT**” with other details on the envelope containing the hard copy of the Form and Annexures.

**Address for submission of  
Hard Copy:-**

**The Registrar,  
Netaji Subhas University of  
Technology, Azad Hind Fauj  
Marg,  
Sector-3, Dwarka,  
New Delhi-110078  
NSUT**

**REGISTRAR,**

