



National Institute of Industrial Engineering (NITIE) Mumbai  
(Ministry of Education, Govt. of India)  
Vihar Lake, P.o NITIE, Mumbai 400087

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Ref. No. BS/1007/2023  
Date: 19.04.2023

**NOTICE**

The National Institute of Industrial Engineering (NITIE) Mumbai had invited applications for one (01) post (Unreserved) of DEPUTY REGISTRAR on Deputation / Contract Basis only, in VII CPC Pay Level 12 vide its Advertisement No: NITIE/2023/Admn/dated 01.03.2023.

Due to Administrative reasons, the above advertisement stands **CANCELLED**.

Fresh advertisement for various non-academic Group A posts will be issued shortly, as per the provisions in the Recruitment Rules of respective advertised positions, as made applicable to this Institute.

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REGISTRAR I/c

Date:19.04.2023



**National Institute of Industrial Engineering (NITIE) Mumbai**  
**(Ministry of Education, Govt. of India)**  
Vihar Lake, P.o NITIE, Mumbai 400087

**ADVERTISEMENT FOR DEPUTY REGISTRAR ON DEPUTATION/CONTRACT BASIS ONLY**

(Advertisement No:NITIE/2023/Admn1 dated 01.03.2023)

National Institute of Industrial Engineering (NITIE) Mumbai is a premier Institute known for its post graduate level education programmes in Industrial Engineering and Management.

Applications are invited from the Officers from the Central / State Governments or Institutes of national importance or Universities / University level Institution or PSU / Industry for filling up one (01 – UR) post of Deputy Registrar in VII CPC Pay Level 12 on Deputation/Contract basis only as per details given below:

Name of the Post	Pay Level (as per 7th CPC)	No. of Post	Age Limit (as on closing date of receipt of application)	Mode of Recruitment
Deputy Registrar (Group – A)	Pay Level-12 (Rs.78800-209200) VII CPC	01 post UR	Below 45 years	on Deputation/Contract basis only*

\* This post is a tenure post for a maximum period of 02 years. There is no provision for absorption on the post. \* The terms & conditions of the appointment on deputation will be governed in accordance with DoPT OM No.6/8/2009-Estt. (Pay II) dated 17 Jun 2010 and as amended from time to time and its applicability to NITIE Mumbai. The period of deputation shall be upto 02 years only on non-absorption basis.

**Last date for receiving the application: 14.04.2023**

<b>A. Prescribed Educational and other Qualifications required for Deputation/Contract Basis:</b>
Officers from the Central / State Governments or Institutes of national importance or Universities / University level Institution or PSU / Industry (i) Holding analogous post OR (ii) With at least 05 years' service in posts carrying Pay Level 11 as per 7th CPC (Grade Pay of Rs. 6600/- as per 6th CPC) or its equivalent and having experience in administration, establishment and accounts matters <p style="text-align: center;">AND</p> iii) Possessing educational qualification and experience as prescribed at 1, 2 and 3 below. <b>1. Essential:</b> Masters' degree or its equivalent in any discipline from a recognized University / Institute with at least 55% marks or its equivalent Grade 'B' in the UGC 7-point scale. <b>2. Experience:</b> At least 9 years' experience as Assistant Professor in the AGP of 6000/- and above with experience in educational administration OR Comparable experience in research establishment and/or other institutions of higher education. OR 5 years of administrative experience as Assistant Registrar or equivalent. <b>3. Desirable:</b> 1) Qualification in area of Management / Engineering / Law / Chartered or Cost Accounting. 2) Experience in handling computerized administration / legal / financial / establishment matters. 3) A Degree in Law / Management / Engineering from a recognized university / Institute.

**General:** All applicants must fulfil the minimum essential requirements of the post as stipulated in the advertisement. The candidates are advised to satisfy themselves before applying that they possess at least the minimum essential qualifications/experience laid down for the post.

Allowances are admissible as per Central Government Rules and Gratuity, NPS, LTC, Leave, etc. as per the rules of the Institute. Interested persons may apply in the prescribed form in the NITIE Portal by visiting the Institute website: <https://www.nitie.ac.in/careers>. Those working in CFTIs/Government/Semi-Government/PSUs, etc. should apply through proper channel and shall submit NOC from the respective organization.

Candidates should read carefully the requisite minimum essential qualifications, age and eligibility, experience criteria etc. laid down in the advertisement before applying for the relevant post. Since all the applications will be screened on the basis of data submitted by the candidate in the online application form, the candidates must satisfy their suitability for the position to which they are applying. If at any stage during the screening, recruitment and selection process and even after appointment, it is found that candidates have furnished false or incorrect information, their candidature will be rejected/cancelled/terminated immediately. The institute take no responsibility for incomplete/incorrect information. No correspondence in this regard shall be entertained at later date.

**Please NOTE:**

- i Reservation will be made applicable as per GOI norms.
- ii Age relaxation will be given to SC/ST/OBC candidates as per existing Central Govt. Rules. Candidates seeking such age relaxation will be required to produce relevant proof of eligibility to avail relaxation at the time of interview/test, if called for.
- iii Eligibility of candidate with regard to age, qualification & experience shall be calculated /considered with reference to the first day on which the advertisement for the positions is published in the Institute website/newspaper.
- iv The advertised post is a tenure post for a maximum period of 02 years. There is no provision for absorption on the post.

**Application Fee:** As per the extant instructions of DoPT, application fee is not to be charged from SC/ST/PwD/Women candidates. Therefore, non-refundable fee for General (Unreserved) and OBC (NCL) and EWS category candidates shall be Rs.500/- (inclusive of all). No application fee for Internal Candidate. The fee has to be paid through the link provided inside the portal.

The candidates applying for more than one position are required to pay application fee for each position separately, as applicable as above.

Interested persons fulfilling the minimum eligibility criteria may apply online and upload Documents.

**Terms and conditions for the advertised positions:**

- (a) The applicant must be a citizen of India. Candidates should have good verbal/written Hindi and English communication skills.
- (b) The Institute reserves the right to :-
  - (i) Withdraw any advertised post(s) partially or completely under any category at any time without assigning any reason thereof. Any consequential vacancies arising at the time of selection process (Written test/interview) may also be filled up from the available candidates.
  - (ii) To fill or not to fill, without assigning any reason
  - (iii) Offer the post at level lower than that advertised, depending upon the qualifications, experience and performance of the candidate;
  - (iv) To fix criteria for screening the applications so as to reduce the number of candidates to be called for qualifying tests/ written tests/ interview;
  - (v) No interim correspondence or personal enquiries shall be entertained by the Institute. No correspondence whatsoever will be entertained from candidates regarding conduct and result of interview and reasons for not being called for interview.
  - (vi) To engage the candidate on contract basis on tenure appointment, based on the work



experience and to fix the tenure of appointment.

- (vii) To fill or not to fill all the advertised positions/any position/ or to reject any/all applications/candidates at any stage of selection process or to cancel the partial or whole selection process or to cancel the advertisement for the above-mentioned post(s), without assigning any reason thereof. The decision of the Institute in this regard shall be final.
- (viii) To extend the closing date for receipt of applications.
- (c) **No hardcopy submission** of the online submitted application is required at the initial stage. However, candidates shortlisted for Written Test/Proficiency Test/Computer Test/Interview shall be required to produce the print out of the ONLINE completed and duly signed application along with all supporting educational and experience certificates duly self-attested at the time of Written test/Proficiency test/Computer test/Interview failing which such candidates shall not be allowed to participate in the process.
- (d) Persons serving in Govt./Semi-Govt./PSUs, should submit NOC at the time of Written test/Proficiency test/Computer test/Interview failing which such candidate shall not be allowed to participate in the process.
- (e) However, candidates whose application is received through PROPER CHANNEL are exempted from producing NOC at the time of Written test/Proficiency test/Computer test/Interview. No advance copy is required to be submitted by post at the initial screening stage. Candidates on selection are required to submit relieving letter from their employer (Govt./Public/Private) at the time of joining the Institute, without which they will not be allowed to join.
- (f) Application of those candidates who have successfully submitted their applications online and paid the requisite fees will be considered for next stage of process.
- (g) Incomplete application will be summarily rejected, and application received after last date shall not be entertained and the Institute will not be responsible for any delay.
- (h) Keep a printout of online application form for future reference.
- (i) Decision of the Institute in all matter relating to the eligibility of the candidate, Written Test/Proficiency Test/Computer Test/Interview would be final and binding on all the candidates.
- (j) The appointment of the selected candidates will be subject to their being found medically fit as per the requirements of the Institute.
- (k) The Institute shall verify the antecedents or documents submitted by a candidate at any time, at the time of appointment or during the tenure of the services. In case, it is detected that the documents submitted by the candidates are fake or the candidate has doubtful / unacceptable antecedents / background and has suppressed the said information, then his / her services shall be terminated forthwith and in addition, legal action may be initiated against such candidates / employees as per law.
- (l) Candidates who desire to apply for more than one post should apply online separately for each post.
- (m) In case of any corrigendum / addendum pertaining to this advertisement, the same shall be published in the Institute's website only.
- (n) In case of any discrepancy in the advertisement and/or in case the inadvertent mistake in the process of selection which may detected at any stage even after the issue of appointment/offer letter, the institute reserves the right to modify/withdraw/cancel any communication including appointment offer made to the candidate.
- (o) No TA/DA will be paid for attending the selection process.
- (p) All the posts advertised are as per the Central Government pay scales as per the VII CPC as mentioned against each post, and carry usual allowances at par with those admissible to Central Government employees of the respective pay level in NITIE.
- (q) Candidates seeking reservation benefits available for the respective categories must ensure that they are entitled to such reservation as per eligibility prescribed in Government of India (GoI) orders and possess the valid certificates in the format prescribed by GoI in support of their claim.
- (r) Original educational qualification, experience, and caste certificate etc. should be produced only at the time of written test/skill test/interview. However, self-assisted photocopies of testimonials may also be uploaded with the application in support of education

- (jj) Shortlisted candidates will be informed through email only and no separate communication will be sent.
- (kk) Candidates possessing requisite qualification and experience are required to apply online **ONLY** at application portal on or before 14.04.2023 by 5.30 P.M. Candidates are requested to upload self-attested PDF files of all degree certificates /testimonials /cast certificate/age proof certificate etc. as file attachment at the portal.
- (ll) Queries related to technical issue faced while filling up online application form to be sent to: [disc.website@nitie.ac.in](mailto:disc.website@nitie.ac.in)/[nitierecruit@nitie.ac.in](mailto:nitierecruit@nitie.ac.in)

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Registrar

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