



NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING AND RESEARCH,

Deemed to be University under Distinct Category
(Ministry of Education, Government of India) Sector 26, Chandigarh

ADVERTISEMENT NOTICE

Online Applications are invited for following posts:

Advt. No.	Group	Name of Post	No. of post(s) and category	Pay Matrix Level as per 7th CPC
254/2025	A	Sr. Administrative Officer	01 (UR-01)	Level 11 (Rs. 67700- Rs. 208700)
255/2025	B	Personal Assistant	02* (SC-01 & OBC-01)	Level 6 (Rs. 35400- Rs. 112400)
256/2025	C	Assistant Section Officer	02 (SC-01 & UR-01)	Level 5 (Rs. 29200- Rs. 92300)
257/2025	C	Stenographer Grade-II	02 (ST-01 & UR-01)	Level 4 (Rs. 25500- Rs. 81100)
258/2025	C	Junior Secretariat Assistant	04 (SC-01, ST-01 & OBC-02)	Level 2 (Rs. 19900- Rs. 63200)
259/2025	C	Multi-Tasking Staff	05 (OBC-01 & UR-04)	Level 1 (Rs. 18000- Rs. 56900)

***Both Backlog vacancies**

Web link for online registration, details of posts, qualifications, experience, age, reservation, application fee and general instructions etc. is available on the Institute website <https://www.nitttrchd.ac.in>. The online application link will be activated on Institute website on 9th September, 2025 after 02:00 pm. The last date for online registration is 15th October, 2025 till 5.00 P.M.

Dean (Administration & Finance)

CPK
08/9/2025

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NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING AND RESEARCH
(Deemed to be University under Distinct Category)
SECTOR 26, CHANDIGARH-160 019

I. GENERAL INFORMATION

National Institute of Technical Teachers Training and Research (NITTTR), Chandigarh is one of the four National Institutes established by Government of India in the year 1967 for the overall development of technical education in the country. The institute is an autonomous organization registered under the Societies Registration Act 1860. It is managed by a Board of Governors. Director is the Executive Head of the Institute.

NITTTR, Chandigarh is an Institution Deemed to be University, under Distinct Category, and is a Centrally Funded Technical Institute, under the Ministry of Education, Government of India, New Delhi.

II. DETAILS OF THE POSTS

Sr. No.	Name of the Post, Number of Posts, Category & Pay Level	Essential Qualification (s) and Age Limit
A.	Multi-Tasking Staff (MTS) – 05 (OBC-01 & UR-04) Pay Matrix Level-1 (Rs.18000 – Rs.56900)	Passed School Final (Class X) or its equivalent examination. Age limit: Not exceeding 35 years for Direct Recruitment. Age Limit and Essential Qualification applicable for Direct Recruitment only.
B.	Junior Secretariat Assistant- 04 (SC-01, ST-01 & OBC-02) Pay Matrix Level- 2 (Rs. 19900- Rs.63200)	Passed 10+2 or its equivalent examination and having minimum typing speed of 30 w.p.m. Age Limit: Not exceeding 35 years for Direct Recruitment. Age Limit and Essential Qualification applicable for Direct Recruitment only.
C.	Stenographer Grade-II - 02 (ST-01 & UR-01) Pay Matrix Level- 4 (Rs. 25500- Rs.81100)	a) 12 th Class pass or equivalent from a recognized Board or University. b) Skill Test Norms: Dictation-10 minutes @80w.p.m. Transcription 65 minutes (English) 75 minutes (Hindi) on Manual Typewriter OR 50 minutes (English) 65 minutes (Hindi) (on computer) Age Limit: 18-27 years (Relaxable for Government servant's upto 40 years in accordance with instructions or orders by the Central Govt.).
D.	Assistant Section Officer (ASO)- 02 (SC-01 & UR-01) Pay Matrix Level- 5 (Rs.29200 – Rs.92300)	Bachelor's Degree in any discipline or equivalent. Age Limit: Not exceeding 35 years for Direct Recruitment Age Limit and Essential Qualification applicable for Direct Recruitment only.
E.	Personal Assistant – 02* (SC-01 & OBC-01) Pay Matrix Level- 6 (Rs. 35400- Rs.112400)	Graduate of recognised University with 5 years total experience in the line out of which 3 years as Jr. Stenographer. OR Matriculation or equivalent with eligibility for college course with 7 years total experience out of which atleast 4 years in the post of Jr. Stenographer. Shorthand speed 100 w.p.m.

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		Typing Speed 40 w.p.m. Age Limit: Below 35 years.
F.	Senior Administrative Officers- 01 (UR -01) Pay Matrix Level- 11 (Rs. 67700- Rs.208700)	Essential Qualification – Master's in any discipline with minimum of 55% from recognized University. Experience – Minimum of 15 years' experience in administration, accounts, establishment, purchase and stores in Government, Quasi Government or autonomous organizations, preferably in an educational institution, of which minimum 10 years of experience in supervisory position with Grade Pay of Rs.4200/- or 7 years in grade pay of Rs.4600/- or 6 years with a Grade Pay of Rs.4800/- or 5 years in grade pay of Rs.5400/- or equivalent. Age Limit: Not exceeding 45 years for Direct Recruitment Age Limit and Essential Qualification applicable for Direct Recruitment only.

* Backlog vacancies

III. SERVICE CONDITIONS

- The Institute is governed by the rules and regulations of the NITTR Society in force/ amended from time to time and is fully financed by Ministry of Education, Government of India, New Delhi.
- Appointment to the posts will be made as per the institute rules & regulations. Pay and other allowances will be admissible as sanctioned by the Government of India and approved by BOCs of the Institute from time to time. New Pension Scheme (NPS) introduced from January, 2004 will be applicable. Leave Travel Concession (LTC) and Medical facilities are also admissible as per the rules of the Institute in force/ amended from time to time.

IV. GENERAL INSTRUCTIONS

Please read carefully these instructions before applying. Failure to comply with any of the instructions may result in the rejection of the application by the Institute.

1.	Last Date for applying only through online mode is: 15th October, 2025 (Till 5.00 PM) Once the application is submitted by the candidate, no changes will be permitted.
2.	The online application link will be activated on Institute website: https://www.nitrcthd.ac.in on 9th September, 2025 after 02:00 pm under the head 'Jobs'.
3.	<u>Application Fee:</u> • Non-refundable application fee Rs.750/- to be submitted online only. • Candidate applying for more than one post will have to apply separately for each post and pay the application fee for each post. • Applications without fee will be summarily rejected. • For SC/ST/Women/Persons with Benchmark Disabilities (PwBDs) candidates a nominal application fee of Rs. 500/- shall be charged which shall be refunded after duly deducting bank charges as applicable on appearing in Written Test prescribed for the post. • Regular Internal candidates of this Institute are exempted from payment of application fee.
4.	<u>Age and Age Relaxation:</u> • Age limit will be calculated as on 15th October, 2025 • No age relaxation is allowed to SC/ST/OBC-NCL (Non-Creamy Layer) candidates applying against unreserved vacancies. • Regular/Permanent employees of the Institute (NITTR, Chandigarh) who have completed a minimum of five years of service at this institute shall be eligible for age relaxation up to a maximum of 50 years.

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5.	Requirements of educational qualification (s) and experience, if any should be met as on the last date of online registration of application. Experience acquired after meeting the essential qualification condition will only be counted for shortlisting the candidates.
6.	Candidates should take a print out of the online submitted application, as the same will be required to be produced at the time of document verification.
7.	Number of posts as mentioned in advertisement can be increased or decreased depending on the institute requirements.
8.	Director, NITTTR, Chandigarh reserves the right to fill up all the posts or some of the posts or none of them without assigning any reason. Further Director, NITTTR, Chandigarh reserves the right to cancel the whole process at any stage without assigning any reason.
9.	Candidates are required to upload scanned copies of the following documents:- - Proof of age – (Birth Certificate or 10th Class Certificate). - Educational Qualification(s) (Detailed marks sheets and Degree/Diploma) etc. - Copies of Experience Certificate(s). 03 years bank statement copy showing proof of salary received during past employment(s). - Latest Certificate of Reservation claimed, if any. (Reservation Certificate should be valid on the closing date of the receiving of online application). Latest Coloured Photograph with name and date imprint. - NOC from current employer/organisation (if applicable). Note: If any application is found without uploading requisite supporting documents and other relevant information, the candidate himself/herself shall be responsible for that and his/her candidature would be liable to be cancelled due to lack of proper or correct documents/information and no further correspondence in this regard will be entertained.
10.	Candidates will be required to bring their original certificates, in case, called for document verification/ domain skill test/ interview (as applicable to the post).
11.	If a candidate is found to have furnished any particulars which are false or to have suppressed information, will be disqualified, and if appointed will be liable to dismissal.
12.	Candidates applying for the posts should ensure that they fulfill all eligibility conditions for recruitment to the post. Their admission at all the stages of the recruitment process will be purely provisional subject to satisfying the prescribed eligibility conditions. Mere issue of e-Admit Card to the candidate will not imply that his/ her candidature has been finally accepted by the institute.
13.	Candidates should have details of one Photo ID Card viz. Aadhaar Card/ Voter Card/ PAN Card/ Passport/ Driving Licence/ Any other Photo ID card issued by the State/ Central Government. The details of this Photo ID Card will have to be provided by the candidates while filling up the online application form. This photo ID Card will be used for all future reference and the candidate is advised to carry this Photo ID Card while appearing for Written Test/ document verification/ domain skill test/ interview (as applicable to the post).
14.	Instructions in respect of uploading of Coloured Photograph while filling up online application form:- - The photograph, uploaded by candidate should not be more than 10 days old from the start of the online application process (i.e. the application commencement date). Ensure that the name of the candidate and the date on which the photograph was taken are clearly mentioned on the photograph. - The candidate's frontal face should occupy $\frac{3}{4}^{\text{th}}$ of the space in the photograph. - The candidate must ensure that their appearance must match with their photograph at each stage of the recruitment process i.e. at the time of written test/ document verification/ domain skill test/ interview (as applicable to the post). For instance, if a candidate uploads a bearded photograph, he must appear with the same look in the Written Test and document verification/ domain skill test/interview. Same would be the case with spectacles, moustaches, etc.

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Screening / Selection Process
(For the posts mentioned from Sr. No. A to E of Section II)

15.

- Written Test and domain skill test will be conducted in English Language only except for the language part, if any or wherever specifically mentioned otherwise.
- Written Test, domain skill test and document verification will be conducted in Chandigarh only.
- Domain skill test shall only be qualifying in nature.
- For the post of Stenographer Gr-II and Personal Assistant, domain skill test will be conducted in Hindi / English languages. Candidate can opt either Hindi or English language.
- Only $15 + \{(n-1) \times 5\}$ candidates in each category, based on the merit in the Written test, will be called for documents verification, where n is the number of posts in a particular category. In case, the number of candidates who qualify the Written Test is less than $15 + \{(n-1) \times 5\}$, only candidates who qualify the Written Test will be called for documents verification/domain skill test in that particular category.
- The final selection of qualified candidates will be made purely on the basis of merit obtained in the Written Test only.

(A) Criteria for Screening and Selection for the post of Multi-Tasking Staff (MTS)

Written Test

- Written Test will be conducted in HINDI and ENGLISH language. The candidate can opt for either HINDI or ENGLISH language.
- Written Test will be of 100 marks (02 hours duration) with 50 marks as minimum qualifying score for a candidate to be considered for document verification. A relaxation of 05 marks will be given to candidates belonging to Persons with Benchmark Disabilities (PwBD) and SC/ST.
- The written test has a negative marking system where 0.25 mark will be deducted for every incorrect answer. For each correct answer, 1 mark will be awarded. However, for un-attempted questions, there is no penalty.
- Weightage to the various components of the Written Test for the post of Multi-Tasking Staff is as under:

Sr. No.	Components	Percentage Weightage
1.	English (Matriculation Level)	25%
2.	Hindi (Matriculation Level)	25%
3.	General Awareness	25%
4.	Analytical Ability (Matriculation Level)	15%
5.	Computer Usage	10%

Documents Verification

- The candidates called for documents verification will be required to present the original certificates.
- The candidates who fail to produce the original documents will not be included in the final merit list.

Final Merit List

- Final selection will be made based on the merit prepared on the basis of marks secured by the candidates in the Written Test only.

(B) Criteria for Screening and Selection for the post of Junior Secretariat Assistant (JSA)

Written Test

- Written Test will be of 100 marks (02 hours duration) with 40 marks as minimum qualifying score for a candidate to be considered for document verification/domain skill test. A relaxation of 05 marks will be given to candidates belonging to Persons with Benchmark Disabilities (PwBD) and SC/ST.

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- The written test has a negative marking system where 0.25 mark will be deducted for every incorrect answer. For each correct answer, 1 mark will be awarded. However, for un-attempted questions, there is no penalty.
- Weightage to the various components of the Written Test for the post of Junior Secretariat Assistant (JSA) is as under:-

Sr. No.	Components	Percentage Weightage
1.	General Knowledge and Current Affairs- National and International Level	20%
2.	Mental ability, Reasoning and Mathematical skills	35%
3.	Computer Awareness	20%
4.	English/ Hindi Language Proficiency	25%

Documents Verification

- The candidates called for documents verification will be required to present the original certificates.
- The candidates who fail to produce the original documents will not be allowed for domain skill test.

Domain Skill Test

- Domain skill test for the post of Junior Secretariat Assistant will be conducted to assess the prescribed typing speed of the candidate.
- Details of Domain Skill Test will be published separately.
- Domain skill test will be of qualifying in nature.
- If a candidate fails to qualify the domain skill test, his/her name will be removed from the merit list.

Final Merit List

- The final merit list will be based on the merit prepared on the basis of marks secured by the candidates in Written Test marks subject to qualifying in domain skill test.

(C) Criteria for Screening and Selection for the post of Stenographer Grade-II

Written Test

- Written Test will be of 100 marks (02 hours duration) with 40 marks as minimum qualifying score for a candidate to be considered for document verification/domain skill test. A relaxation of 05 marks will be given to candidates belonging to Persons with Benchmark Disabilities (PwBD) and SC/ST.
- The written test has a negative marking system where 0.25 mark will be deducted for every incorrect answer. For each correct answer, 1 mark will be awarded. However, for un-attempted questions, there is no penalty.
- Weightage to the various components of the Written Test for the post of Stenographer Grade-II is as under:-

Sr. No.	Components	Percentage Weightage
1.	General Knowledge and Current Affairs National and International Level	20%
2.	Mental ability, Reasoning and Mathematical skills	35%
3.	Computer Awareness	20%
4.	English/ Hindi Language Proficiency	25%

Documents Verification

- The candidates called for documents verification will be required to present the original certificates.
- The candidates who fail to produce the original documents will not be allowed for domain skill test.

Domain Skill Test

- Domain skill test for the post of Stenographer Grade-II will be conducted to assess the prescribed shorthand and typing speed of the candidate.
- Domain skill test will be conducted in HINDI/ENGLISH language. Candidate can opt for either HINDI or ENGLISH language.
- Details of Domain skill test will be published separately.
- Domain skill test will be of qualifying in nature.
- If a candidate fails to qualify the domain skill test, his/her name will be removed from the merit list.

Final Merit List:

- The final merit list will be based on the merit prepared on the basis of marks secured by the candidates in Written Test marks subject to qualifying in domain skill test.

(D) Criteria for Screening and Selection for the post of Assistant Section Officer (ASO)**Written Test**

- Written Test will be of 100 marks (02 hours duration) with 40 marks as minimum qualifying score for a candidate to be considered for document verification/domain skill test. A relaxation of 05 marks will be given to candidates belonging to Persons with Benchmark Disabilities (PwBD) and SC/ST.
- The written test has a negative marking system where 0.25 mark will be deducted for every incorrect answer. For each correct answer, 1 mark will be awarded. However, for un-attempted questions, there is no penalty.
- Weightage to the various components of the Written Test for the post of Assistant Section Officer is as under:-

Sr. No	Components	Percentage Weightage
1.	Post Specific including computer knowledge	60%
2.	Mental Ability, Reasoning and Mathematical Skills	20%
3.	English / Hindi Language Proficiency	20%

Documents Verification

- The candidates called for documents verification will be required to present the original certificates.
- The candidates who fail to produce the original documents will not be allowed for domain skill test.

Domain Skill Test

- Domain Skill test will be conducted to assess the proficiency of the candidate in (i) Drafting a Letter / Noting, Circular etc. (ii) Typing / usage of MS word in English (iii) Usage of MS-Excel for data management / calculations (iv) Preparation of presentation using MS- Power Point.
- Domain skill test will be of qualifying in nature.
- Domain skill test will be of 50 marks and candidate must score a minimum of 20 marks to qualify.

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Final Merit List

- The final merit list will be based on the merit prepared on the basis of marks secured by the candidates in Written Test marks subject to qualifying in domain skill test.

(E) Criteria for Screening and Selection for the post of Personal Assistant**Written Test:**

- Written Test will be of 160 marks (02 hours duration) with 40 marks as minimum qualifying score for a candidate to be considered for document verification/domain skill test. A relaxation of 05 marks will be given to candidates belonging to Persons with Benchmark Disabilities (PwBD) and SC/ST.
- The written test has a negative marking system where 0.25 mark will be deducted for every incorrect answer. For each correct answer, 1 mark will be awarded. However, for un-attempted questions, there is no penalty.
- Weightage to the various components of the Written Test for the post of Personal Assistant is as under:

Sr. No.	Components	Percentage Weightage
1.	English (Matriculation Level)	25%
2.	Hindi (Matriculation Level)	25%
3.	Computer Fundamentals	25%
4.	Office Procedures & Rules	10%
5.	Analytical Ability (Matriculation Level)	15%

Documents Verification:

- The candidates called for documents verification will be required to present the original certificates.
- The candidates who fail to produce the original documents will not be allowed for domain skill test.

Domain Skill Test:

- Domain skill test for the post of Personal Assistant will be conducted to assess the prescribed shorthand and typing speed of the candidate.
- Domain skill test will be conducted in HINDI/ENGLISH language. Candidate can opt for either HINDI or ENGLISH language.
- Details of Domain skill test will be published separately.
- Domain skill test will be of qualifying in nature.

Final Merit List:

- Final selection will be made based on the merit prepared on the basis of marks secured by the candidates in the Written Test only subject to qualifying in domain skill test.

**Screening / Selection Process
(For the post mentioned at Sr. No. F of Section II)****Criteria for Screening and Selection for the post of Senior Administrative Officer****Written Test**

- Written Test will be conducted in ENGLISH language only except for the language part, if any.
- Written Test, Documents verification and Interview will be conducted in CHANDIGARH only.
- The Written Test will carry 80% weightage and interview will carry 20% weightage.
- Written Test will be of 80 marks (90 minutes duration).

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	- The written test has a negative marking system where 0.25 mark will be deducted for every incorrect answer. For each correct answer, 1 mark will be awarded. However, for un-attempted questions, there is no penalty. - Weightage to various components of the Written Test for the post of Sr. Administrative Officer will be as under:- <table><tr><th>Sr. No.</th><th>Components</th><th>Weightage</th></tr><tr><td>1.</td><td>CCS Rules</td><td>40 marks</td></tr><tr><td>2.</td><td>Finance Rules</td><td>16 marks</td></tr><tr><td>3.</td><td>Academic Rules</td><td>08 marks</td></tr><tr><td>4.</td><td>Computational skill/knowledge</td><td>08 marks</td></tr><tr><td>5.</td><td>English knowledge for communication</td><td>08 marks</td></tr></table> - There will be 80 multiple choice questions of 01 mark each. - Top 30 candidates of above Written Test will be called for document verification and personal interview. Document Verification - The candidates called for documents verification will be required to present the original certificates. - The candidates who fail to get their documents verified will not be allowed to appear in the Interview. Final Merit List - Final selection will be made based on the merit prepared on the basis of total marks secured by the candidates in the Written Test and Interview only.	Sr. No.	Components	Weightage	1.	CCS Rules	40 marks	2.	Finance Rules	16 marks	3.	Academic Rules	08 marks	4.	Computational skill/knowledge	08 marks	5.	English knowledge for communication	08 marks
Sr. No.	Components	Weightage																	
1.	CCS Rules	40 marks																	
2.	Finance Rules	16 marks																	
3.	Academic Rules	08 marks																	
4.	Computational skill/knowledge	08 marks																	
5.	English knowledge for communication	08 marks																	
16.	Detailed Syllabus for Written Test and Domain skill Test will be uploaded on the Institute website subsequently.																		
17.	All the applicants will be allowed to appear in the Written Test. It is in the interest of the candidates that they should satisfy themselves regarding the eligibility requirements before applying for any of the posts. During documents verification if the candidate fails to prove his/her eligibility, then his/her name will be removed from the list and all his/her claims will be forfeited and no refund of any kind will be permitted.																		
18.	If two or more candidates obtained equal marks in the Written Test, then the merit list will be prepared in the following order: - Candidate "Elder in Age" will be placed higher in merit. - Candidate having "Higher percentage of marks (upto two decimal places) in Essential Qualification", will be placed higher in the merit. - Candidate having "Higher Qualification" will be placed higher in the merit. - If the tie still persists between candidates, merit will be determined based on the candidate having "Higher percentage of marks (upto two decimal places) in Higher Qualification"																		
19.	Only candidates who qualify the Written Test and are placed in the merit will be called for documents verification/ domain skill test/ Interview (as applicable for the post).																		
20.	Any candidate, if called by the institute, fails to appear for the Written Test /documents verification/domain skill test/ Interview, he/she will not be considered for appointment and no further correspondence will be permitted.																		
21.	Only successful candidates will be informed of the result of his/ her Written Test / document verification/ domain skill test/ Interview (whichever applicable).																		
22.	No correspondence will be entertained from the candidates regarding eligibility either before or after the selection. The decision of the institute would be final and binding.																		
23.	Canvassing in any form will disqualify the candidate.																		
24.	No TA/ DA shall be paid to any candidate appearing in the Written Test/ document verification/ domain skill test/Interview.																		
25.	Anything which is not mentioned here will be as per institute norms as approved by the Competent Authority.																		
26.	The applicants are requested to visit the Institute's website periodically for any updates regarding the recruitment process. Any corrigendum/ Cancellation notice related to the recruitment process shall be published ONLY in the official website of NITTTR Chandigarh (https://www.nitttrchd.ac.in).																		

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**NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING & RESEARCH,
(Deemed to be University under Distinct Category)
Sector 26, Chandigarh**

Online applications are invited from eligible candidates to fill up the post of Assistant Professor in various departments of the Institute in the prescribed online application form.

Details of the same will be available on the Institute website <https://www.nitttrchd.ac.in> w.e.f. 9th September, 2025 after 02:00 pm.

The last date for receipt of online application is 15th October, 2025 up to 05:00 PM.

*Any addendum / corrigendum / updates shall be posted only on the Institute website.

Please read carefully the instructions given on the institute website before applying. Failure to comply with any of the instructions would result in the rejection of the application by the Institute.

Dean (Administration & Finance)
Email id : srd@nitttrchd.ac.in

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08/9/2025

Dean (A & F)

NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING AND RESEARCH
(Deemed to be University under Distinct Category)
Sector 26, Chandigarh

Recruitment of Faculty Positions – 2025

National Institute of Technical Teachers Training and Research, Chandigarh (Deemed to be University under Distinct Category) invites applications for recruitment at the level of Assistant Professor in the below mentioned Department(s)/Centre(s) through direct recruitment:

DETAILS OF THE POST

Sr. No.	Name of the Department/Centre	Post	No. of Post(s)	Advt. No.	Category (UR/SC/ST/OBC/PwBD/EWS)
1	Computer Science and Engineering	Assistant Professor	01	260/2025	ST*
2	Electrical Engineering	Assistant Professor	02	261/2025	OBC-01 & UR-01
3	Electronics and Communication Engineering	Assistant Professor	01	262/2025	UR

*Backlog vacancy

Note: UR-Unreserved, SC-Scheduled Caste, ST-Scheduled Tribes, OBC-Other Backward Classes and PwBD-Persons with Benchmark Disability, EWS-Economically Weaker Section.

QUALIFICATIONS & EXPERIENCE:

Assistant Professor at Academic Level 10

Minimum Qualification (as per AICTE norms) for Engineering discipline:

B.E./B.Tech./B.S. and M.E./M.Tech./M.S./ or Integrated M.Tech. in relevant branch with first class or equivalent in any one of the degrees.

Note: Major /Core Branch of Engineering / Technology and their relevant/appropriate courses leading to degree in Engineering / Technology for recruitment to teaching positions will be as per AICTE notification dated 28th April 2017, and amendments (if any).

SERVICE CONDITIONS

1. The Institute is governed by the rules and regulations of the NITTTR Society in force/amended from time to time and is fully funded by the Ministry of Education, Government of India, New Delhi.
2. Appointment to the advertised posts will be made as per the Institute rules and regulations. Pay and other allowances as applicable to faculty members will be admissible as sanctioned by the Government of India from time to time. New Pension Scheme (NPS) introduced from January, 2004 will be applicable. Leave Travel Concession (LTC) and Medical facilities are also admissible as per the rules of the Institute in force/amended from time to time.

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Terms & Conditions:

- i) The candidate should be a citizen of India.
- ii) All candidates are required to apply online in the prescribed format with complete and correct information and necessary attachments. The candidate will be solely responsible for the authenticity of the submitted information and attachments. Candidates are required to fill the application form as available on the Institute website. The details regarding qualifications, experience, screening guidelines and indicative proformas etc. along with this advertisement are available on the Institute website. The candidates are required to carefully read these details before filling up the form.
- iii) The applications shall be assessed based on the weightage given to the performance of the candidate in different relevant parameters and his/her performance on a grading system proforma based on **Table-I**.
- iv) The applications received shall be screened/shortlisted as per the screening/shortlisting guidelines/criteria attached with this advertisement for shortlisting and recommending the applicants to be called for presentation followed by interview.

However, mere fulfilment of the qualification or the eligibility criteria does not entitle an applicant to be necessarily considered or called for presentation followed by interview.

When large number of applications are received, the Institute reserves the right to shortlist the candidates to be called for presentation followed by interview in any manner as may be considered appropriate.

The minimum score requirement for Screening/Shortlisting of applicants is indicated in the screening guidelines attached as **Table-I**.

- v) Application form must also be accompanied by self-attested copies of Educational and Professional Qualification Certificates, Experience Certificate, and Caste Certificate / PwBD Certificate /EWS Certificate, as the case may be (in case claiming benefit of reservation).
- vi) Applicants seeking reservation benefit available for SC / ST / OBC / PwBD / EWS category must upload the necessary documents justifying the claim of respective reservation as per Govt. of India norms. The certificate uploaded should be in the format prescribed by the Govt. of India.
- vii) The benefit of reservation under EWS can be availed upon production of an Income and Asset Certificate issued by a Competent Authority as referred in the letter No. 36039/1/2019-Estt(Res) dated 31.01.2019 notified by Govt. of India, Ministry of Personnel Public Grievances & Pensions, Department of Personnel & Training, New Delhi. The prescribed format for Income and Asset Certificate mentioned in the said letter shall only be accepted as proof of candidate's claim of belonging to EWS.
- viii) In case the candidate wants to claim benefits under the PwBD category, the candidate's relevant disability should not be less than 40 percent. Proof to this effect in the form of a valid Disability Certificate must be uploaded with the application.


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- ix) The appointment will be made on regular basis subject to initial probation period of duration two years for Assistant Professor as approved by the Board of Governors of the Institute.
- x) The appointment will be subject to the candidate being medically fit.
- xi) At present the age of retirement for faculty is 65 years.
- xii) There is provision of residential accommodation in campus subject to availability.
- xiii) The appointees will be governed by New Pension Scheme (NPS) as applicable to the employees appointed after 01.01.2004.
- xiv) The employees can avail benefit of Leave Travel Concession as per applicable Institute rules.
- xv) Persons already employed in Government / Semi Government organizations should route their applications through proper channel. An advance copy may, however, be sent, in which case a No Objection Certificate (NOC) in the prescribed format attached as Annexure-A from Competent Authority should be presented at the time of interview.
- xvi) Incomplete applications and those received after closing date or without requisite fees shall be rejected and no claim for refund of fee shall be entertained in any case.
- xvii) The candidates applying for more than one advertised posts should submit the online application accordingly along with requisite fees for each advertised post.
- xviii) No documents will be accepted or considered by the Institute after submission of application form by the candidate and no subsequent request for its change will be considered or granted.
- xix) The OBC certificate issued on or after 01/04/2025, in the prescribed form only, issued by the competent authority declared by the Government of India will be accepted as proof in support of claim as OBC candidate.
- xx) The Institute further reserves the right to amend the number of posts or not to fill any of the posts mentioned in the advertisement at its discretion without assigning any reason thereof.
- xxi) The number of posts advertised can be varied as per the requirement of the Institute.
- xxii) In case of any dispute / ambiguity that may occur in the process of selection, the decision of the Institute shall be binding and final. Applicants are advised to satisfy themselves before applying that they possess the essential qualifications laid down in the advertisement.
- xxiii) No TA/DA in connection with the submission of application form or appearing in the presentation / interview will be paid to the candidate.
- xxiv) The candidates are required to fill up the online application form along with documentary evidences as on date.
- xxv) The hard copy of online application along with self-attested photocopies of all the documents given in the below checklist should reach the office of Dean (A&F), National Institute of Technical Teachers Training & Research, Sector 26,

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CHANDIGARH - 160 019 by SPEED POST within ten days (i.e. up to **25th October, 2025**) from the last date of submission of online application i.e. 15th October, 2025. Name of the post applied for should be superscribed on the envelope used for sending the hard copy of the application. **No manual / paper application will be entertained directly unless registered and applied online.**

Checklist of documents to be submitted along with the hard copy of the application:

- 1) Printout of online Application duly signed on each page.
 - 2) Self-Attested copy of Date of Birth i.e. Birth Certificate / Matriculation / SSC schooling certificate.
 - 3) Self-Attested copies of all certificates and Mark Sheets of Matriculation / Senior Secondary / Diploma / Bachelor's Degree / Master's Degree and / or Ph.D. Degree.
 - 4) Self-Attested copies of any other additional qualification, if applicable.
 - 5) Self-Attested copies of Experience Certificate issued by the Competent Authorities, if applicable.
 - 6) Self-Attested copies of research publications in SCI / SCIE / SSCI indexed list of journals (only first page of the publication), if applicable.
 - 7) Self-Attested copies of Patent published/granted Certificates, if applicable.
 - 8) Self-Attested copies of International/National/State Awards Certificates, if applicable.
- xxvi) It may be noted that a candidate's application only in soft copy will not be entertained and will be rejected summarily if the hard copy of the application form along with other requisite self-attested photocopies of the relevant documents is NOT received at the Institute within ten days (i.e. up to **25th October, 2025**) from the last date of submission of online application.
- xxvii) The Registration Fee is to be deposited through online payment system only.
- xxviii) Fee Payment

The candidates are required to pay Rs.1000/- in case of UR/OBC/EWS candidates. For SC/ST/Women/Persons with Benchmark Disabilities (PwBDs) candidates application fee of Rs.1000/- shall be charged which shall be refunded after duly deducting bank charges as applicable on appearing in examination/ test/ interview prescribed for the post. Candidate applying for more than one post will have to apply separately for each post and pay the due application fee for each post. Regular internal candidates of this Institute are exempted from payment of application fee.

Enter transaction ID/UTR number of online payment in the form.


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GENERAL INSTRUCTIONS

1. The eligibility of applicants will be determined as on the prescribed last date of receipt of online applications. **Experience (as applicable) acquired after meeting the essential qualification will only be counted.** The eligibility of applicants will be determined as on the last date of receipt of online applications.
2. Candidature of applicants not meeting the eligibility conditions can be cancelled at any stage of the recruitment process without any notice. Candidature of applicants shall be purely PROVISIONAL at all stages of the recruitment process.
3. If any candidate found to have furnished any particulars, which are false or have suppressed information, will be disqualified and if appointed will be liable to dismissal.
4. Appearing in a presentation / interview does not guarantee employment.
5. No correspondence will be entertained from the candidates before the selection process and till the selection process is completed.
6. Canvassing in any form will disqualify the candidature.
7. Once application is submitted, no change to the submitted application will be allowed.
8. Any candidate, if called by the Institute, fails to appear for the documents verification / presentation / Interview, he/she will not be considered for appointment, and no further correspondence will be permitted/made.
9. Only successful candidates will be informed of the result and interim enquiries about the result will not be entertained.
10. Selection to these posts will be made on basis of the recommendation of Selection Committee and subsequently approved by BOG of the Institute.
11. The candidates called for documents verification will be required to produce/present all the original certificates before the document verification committee. The applicants who fail to produce the original documents will NOT be allowed to appear in the presentation/interview.
12. No request for a change in date for documents verification followed by presentation and interview would be entertained.

For any clarification, please contact:

Dean (Administration & Finance),
National Institute of Technical Teachers Training and Research,
Sector 26, Chandigarh - 160 019
E-mail: srd@nitttrchd.ac.in

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NO OBJECTION CERTIFICATE

Certified that Mr./Mrs./Ms. _____ has joined _____ in _____
 _____ (Department name) of
 _____ (Institute/Organization name) on _____ as _____ and at
 present _____ he/she is holding the post of _____
 _____ w.e.f. _____
 _____ in the pay scale / pay band of _____.

At present, he/she is drawing basic pay of Rs. _____.

This Institute/organization has no objection if he/she applies for the post of Assistant Professor in National Institute of Technical Teachers Training and Research, Sector 26, Chandigarh against the Advertisement No. _____ dated _____.

In case of his/her selection, he/she will be relieved from the present department and institute/organization as per the institute/organization rules.

Signature of Head of the Institute with stamp


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Guidelines for Screening/Shortlisting of applications for recruitment/appointment to the post of Assistant Professor

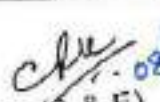
Applications received for the post of Assistant Professor shall be screened on the basis of the academic and other related credentials of the candidates through the criteria as detailed below:

I. Criteria for evaluation of the applications for screening

The criteria for evaluation of applications for determining the eligibility of applicants to be called for presentation/interview will be as per the Table-I below:

Table-I

Sr. No.	Details of Examination/ Publications/ Experience	Maximum Score	Remarks
A.			
1.	Class 10	05	CGPA or (Percentage/20)
2.	Class 12	05	CGPA or (Percentage/20)
3.	B.E./ B.Tech./ B.S.	20	2 x [CGPA or (Percentage/10)]
4.	M.E./ M.Tech./ M.S. or Integrated M.Tech.	25	2.5 x [CGPA or (Percentage/10)]
5.	NET/NET-JRF/GATE	05	If yes, else 0
6.	Ph.D.	05	If awarded, else 0
B.			
7.	Research publications in SCI/ SCIE/ SSCI indexed journals as 1 st , 2 nd or corresponding author. (Please specify SCI/ SCIE/ SSCI on the submitted documentary proof)	05	Out of the best five papers only. 1 st , 2 nd or corresponding author (1.0 mark each) For 3 rd author onwards 0.5 mark for each author
8.	Teaching / Post Doctoral Experience	10	2 marks for one year each
Total A+B = (Minimum 40 marks/score is required) (Maximum marks/score is 80)			
C.			
9.	For UG or PG or PhD degree or Post-Doctoral research experience (of one year minimum) from Institute of National Importance(INI) OR from Foreign University / Institution ranking (QS / THE) among top 300 (at least once in last three years) in World University ranking		20 points each up to a maximum of 60 points
	OR		
	For UG or PG or PhD degree or Post-Doctoral research experience (of one year minimum) from Centrally Funded Institutions (other than INI) OR from Foreign University / Institution ranking (QS / THE) from 301-500 (at least once in last three years) rank in World University ranking		10 points each up to a maximum of 30 points
	OR		
	For UG or PG or PhD degree or Post-Doctoral research experience (of one year minimum) in any other recognized Institution / University		05 points each up to a maximum of 15 points
10.(i)	For patent granted		10 points each (in case of more than one inventor, the Principal Inventor gets 6 points and the rest to be divided equally among other members)
10.(ii)	For patent published		5 points each (in case of more than one inventor, the Principal Inventor gets 3 points and the rest to be divided equally among other members)
11.	Awards	05	International/National: 3 points each; State-Level: 2 points each
Grand Total A + B + C 			


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Note:

- (i) In case of integrated course / programme, the points shall be awarded for both the degrees covered under the course / programme.
- (ii) The candidates with BE / B.Tech. and having done direct Ph.D. without M.E. / M.Tech., the pro-rata marks with respect to B.E. / B.Tech. will be considered as 45 marks (i.e. 20+25) in S.no. A (3+4) of Table I, during the screening for fulfilling the minimum requirement.
- (iii) In case of awards; only those awards will be considered which are given by International Professional Bodies (such as IEEE, ASME, ASCE, AIP, IOP etc.) / Government of India / Government of India recognized National Bodies / State Government.
- (iv) For the segment/period of the teaching / Post-doctoral experience which is in months/days, then the marks shall be reduced proportionately.

II. Shortlisting of applicants/candidates to be called for Presentation/Interview

1. The applicant securing minimum of 40 marks or more in A+B section as per Table-I will be considered for screening purpose. A relaxation of 05 marks will be given to candidates belonging to PwBD and SC/ST.
2. The grand total score (A+B+C) of candidates after screening will be considered for final shortlisting of candidates to be called for the presentation/interview.
3. Maximum 15 candidates against each post (category-wise i.e. UR / SC / ST / OBC / PwBD/ EWS) shall be called for presentation/interview. In case of tie in the total marks of two or more applicants/candidates, the applicants/candidate having the higher/highest marks at the Master's level shall be ranked above the other(s).
4. If 15 candidates are not available, then the applicability of minimum 40 marks as cutoff may be relaxed till the specified number of candidates are available, subject to a relaxation of up to maximum 5 marks i.e. requirement of minimum 35 marks or more for UR and minimum 30 marks or more for PwBD and SC/ST.
5. If the number of posts in a category is more than one, then the following formula shall be adopted for shortlisting the candidates for presentation/interview:-

$$15 + [(n-1) * 5]$$

Where n=number of posts in the particular category

6. The marks/score awarded to the candidates during the process of screening/shortlisting of applications shall not have any weightage/credit or merit during presentation/interview of the candidates by Presentation Assessment Committee (PAC) and the Selection Committee as these marks/score shall be used only for screening/shortlisting purposes.
7. In case of any dispute with regard to screening of the applications and thus shortlisting of applicants/candidates, the decision of the Director of the Institute shall be final.
8. The status of shortlisted candidates will be made available on the institute website only. It is the responsibility of candidates to regularly visit the institute website for the updates.

III. Important Note

1. The screening will be done by an Institute level committee based on merit i.e. based on candidate's claimed marks/score. The final marks/score will be calculated based

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on the verification of documents. No marks will be given for a criterion in case the relevant/proper documentary evidence is not submitted by the candidate.

2. The entire onus of the content/authenticity of the information being uploaded in the application form and its attachments shall exclusively rest with the applicant in terms of eligibility for shortlisting and subsequent selection through the defined process.
3. The Institute shall, in no way, be responsible for any error / omission / commission / suppression of relevant information by the applicant knowingly / unknowingly / overtly / covertly while filling up the application form and uploading the documents required therein.
4. In case the candidate gets screened / selected / appointed on the basis of the credentials furnished by him/her which are, on scrutiny, found to be incorrect / inadmissible / forged / fabricated / falsified at any stage of the recruitment or at any time during the tenure of the service, his/her candidature shall be liable to be cancelled and appropriate legal action under applicable law shall be initiated against the applicant/candidate.
5. The Institute reserves the right to modify/ withdraw/ cancel any communication made to the applicant/candidate. In case of any dispute arising out of such a situation, the decision of the Institute shall be binding and final on the applicant/candidate.

IV. The assessment will be based on evidence produced by the candidates as per Table-I:

List of Proofs for Academic/Research Score:

1. Academic Qualifications
2. Foreign University / Institution ranking among top 500 in World University ranking for last three years.
3. Research Publications:
 - i) First page indicating authorships only (full paper not required)
 - ii) Proof of research papers in SCI / SCIE / SSCI indexed journals (1 page each)
4. Proof of Peer-Reviewed/ SCI/ SCIE / SSCI indexed journal as 1st, 2nd or corresponding author.
5. Certificates of Patents granted/published (International/National).

Guidelines to be followed for Selection of Assistant Professor

1. The shortlisted candidates shall be invited to present a seminar (about 10-15 minutes) before Presentation Assessment Committee (PAC) based on his/her subject domain and chosen topic.
2. The constitution of the Presentation Assessment Committee (PAC) will be as below:
 - i) Director or his/her nominee (Chairperson)
 - ii) Head of the concerned department. If Head is not a professor, a senior professor of the concerned department. If there is no professor in the concerned department, a senior professor of the institute nominated by the director.
 - iii) At least two external subject experts.
 - iv) Dean / Associate Dean (Faculty & Staff)

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3. The PAC will prepare the list of candidates qualified and not qualified to be called for interview. All members of PAC will fill in and sign the assessment proforma as given in **Annexure-B**.
4. The marks/score shall be awarded by the PAC for every candidate. Only one set of marks/scores duly signed by all the members of the PAC shall be annexed and placed before the selection committee. The list would include details of all the candidates called for presentation. The candidates who are absent should be marked as 'ABSENT' in the marks/scores sheet.
5. The interview process for final selection shall be carried out by the duly constituted Selection Committee.
6. The minimum qualifying marks/score required by the candidate in the interview is 50%.
7. The marks/score shall be awarded by the Selection Committee for every candidate in the proforma as given in **Annexure-C**. Only one set of marks/scores duly signed by all the members of the Selection Committee shall be annexed with recommendation of the Selection Committee for candidates as Recommended/Not Recommended for his/her selection. The list would include details of all the candidates called for interview. The candidates who were absent in the interview should be marked as 'ABSENT' in the marks/score sheet.


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NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING AND RESEARCH,
(Deemed to be University under Distinct Category)
Sector 26, CHANDIGARH

Advt. No.

Date :

Department:

Post:

SCORE CARD FOR PRESENTATION

(For Assessment of Teaching Aptitude, Ability and Presentation Skills of the candidate)

Sr. No.	Name of Candidate	CRITERIA AND SCORE FOR ASSESSMENT								
		Organisation of Presentation*	Preparation & effective description of slides*	Quality of Content*	Manner and Style of Presentation*	Effective Communication*	Response to Questions*	Knowledge of Topic*	Adequacy and use of required references*	Overall Score (40)

*Note: Grading criteria : Excellent (5 marks); Very Good (4 marks); Good (3 marks); Fair (2 marks) and Poor (1 mark)

Signatures of PAC Assessor :

Name : _____

Designation : _____

Address : _____

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NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING AND RESEARCH,
 (Deemed to be University under Distinct Category)
Sector 26, CHANDIGARH

Advt. No. :

Date:

Department:

Post:

SCORE CARD FOR INTERVIEW

Sr. No.	Application ID	Name of Candidate	CRITERIA AND SCORES FOR ASSESSMENT DURING INTERVIEW				
			Discipline / Domain Knowledge (40)	Communication and Presentation Skills (Clarity, Articulation & Expression) (30)	Academic / Research Activities Vision and Future Plans (20)	Attitude, Interpersonal & Management skills (10)	Overall Score (100)

Signatures of all Committee Members

Chauhan 08/9/2025
 Dean (A & F)