



**Indian Institute of Technology Jodhpur**  
(An Institute of National Importance, Ministry of Education, Govt. of India)  
NH 62, Nagaur Road, Karwar, Jodhpur, Rajasthan - 342030

**Advt. No.: IITJ/O(E-II)/2022-23/Non-Academic Staff/48**

Online applications are invited from eligible Indian Citizens for the post of **Deputy Registrar (Accounts & Audit)** on **Deputation** basis.

Submission of online application will start on **23 Sept., 2022** and will close on **14 Oct., 2022**.

**Hardcopy of application must be submitted through proper channel.**

Detailed advertisement and online application form is available at Institute website - [www.iitj.ac.in](http://www.iitj.ac.in)

**Advisor (Administration)**



**VACANCY NOTIFICATION**

**Advt. No. IITJ/O(E-II)/2022-23/Non-Academic Staff/48**

**22 Sept. 2022**

IIT Jodhpur, an engineering & technology institute of national importance, is dedicated to education and research & development. The Institute promotes academic excellence in teaching and technology research. The Institute is looking for suitable Indian National to be recruited, through **ONLINE** applications only, for appointment on **Deputation** basis in the following post.

Srl	Name of the post	Pay Level as per 7th CPC	No. of Post(s)	Upper age limit
1.	Deputy Registrar	Level-12 (Rs. 78,800- 2,09,200)	01 (UR)	The maximum age limit for appointment by deputation shall not be exceeding <b>55 years</b>

**Gross emoluments:** Admissible benefits include Basic Pay, DA, Allowances, and Transport Allowance, as per Government of India rules as applicable at Jodhpur, Rajasthan. Further, Medical Facility & Leave benefits *as per Institute rules.*

**GENERAL INSTRUCTIONS TO APPLICANTS**

1.	<b>Education Qualification &amp; Experience :</b> <b>Essential Qualification:</b> 1. Masters' degree in any discipline with at least 55% marks or its equivalent grade 'B' in the UGC 7 point scale from a recognized University/Institute and consistently good academic record set out in these regulations. 2. Qualified Subordinate Audit/Accounts Service (SAS) examination from organised Audit & Accounts Department OR Qualified Chartered Accountant or Cost Accountant <b>Experience :</b> Officers under the Government of India/PSU/ CFTIs / Central University: (i) Holding analogous post with pay level 12 or, (ii) 5 years' service in posts carrying Pay Level 10 or its equivalent; and having experience in the field of <b>Finance and Accounts / Audit.</b> <b>Desirable Qualifications</b> 1. Experience in handling computerized accounting/ PFMS & other electronic modes. 2. Having experience of working in <i>Centrally Funded Technical Institutes</i> 3. Experience in digitalization and digital implementation of office processes
2.	<b>Period of deputation,</b> including period of deputation in any other ex-cadre post held immediately preceding this appointment in the same or some other organisation/Department, shall ordinarily not exceed three years. The tenure of deputation period would be <b>initially for three years</b> and further extension up to a <u>period not exceeding 5 years</u> may be considered in administrative exigencies as per prevailing rules/instructions of Government of India. Any extension beyond initial deputation period of 3 years would be subject to overall performance.

3.	The crucial date for determining eligibility in reference to the above length of service criterion and the upper age limit will be the last date for receipt of applications from eligible candidates.
4.	Applicants are advised to ensure, before applying, that they possess at least the minimum essential qualification and experience laid down for the post.
5.	Besides pay, the post carries allowances according to the Institute rules, which at present are at par with Central Government employees.
6.	The qualification/eligibility prescribed is minimum requirement and the same does not automatically make candidate eligible for selection. Based on bio-data, the candidates will be shortlisted and only shortlisted candidates will be called for Test/Interview.
7.	The number of vacancy indicated in the notification is tentative. IIT Jodhpur reserves the right to increase or decrease the number of advertised post at the time of selection. Further, IIT Jodhpur reserves the right to NOT fill the post advertised.
8.	<p>Application of eligible officers who can be spared in the event of the selection may be forwarded through proper channel to the undersigned at the address given above <b>within 21 days</b> of publication of this advertisement along with :</p> <ol style="list-style-type: none"> <li>attested copies of the up-to date APARs for last five (05) years;</li> <li>Detailed experience certificate mentioning the Grade Pay/Pay Levels, complete information of duties &amp; responsibilities of the post held</li> <li>Vigilance Clearance Certificate clearly indicating that no disciplinary or criminal proceedings are either pending or contemplated against the officer concerned;</li> <li>Statement showing the minor/major penalties imposed, if any, and</li> <li>Integrity Certificate.</li> </ol> <p>The candidates have to produce all relevant original documents as proof of details furnished in their application at the time of interview.  <b>Application not received through proper channel may not be considered for interview.</b></p>
9.	Canvassing in any form or bringing in any influence political or otherwise, will be a disqualification for the post. <b>INTERIM ENQUIRIES WILL NOT BE ENTERTAINED.</b>
10.	In case of any inadvertent mistake in the process of selection, which may be detected at any stage even after issue of the appointment letter, the Institute reserves the right to <i>modify, withdraw</i> or <i>cancel</i> any communication made to the Applicants.
11.	After joining the service of the Institute, the persons will have to abide by the Rules, Regulations, Ordinances, Statutes and Act of the Institute applicable from time to time. He/ She may be assigned any duty within or outside the Institute depending upon the exigency of the work.
12.	<p>Detailed advertisement and application format (online) are available on the Institute website at <a href="http://www.iitj.ac.in">www.iitj.ac.in</a> and can be downloaded from there. Duly filled in application in prescribed proforma along with attested copies of all relevant certificates are to be forwarded to :</p> <p><b>The Advisor (Admin),  Office of Establishment - II  Indian Institute of Technology Jodhpur,  Chankya Complex  NH-62, Nagaur Road, Karwar  Jodhpur - 342030 (Rajasthan)</b></p> <p><b>Super-scribing the envelope "Application for the post of Deputy Registrar at IIT Jodhpur".</b></p>
13.	Any amendment to this advertisement will be published on the website of IIT Jodhpur only
14.	<b>CANDIDATES ARE ADVISED TO VISIT THE INSTITUTE WEBSITE FOR INFORMATION RELATED TO SYLLABUS, SHORTLISTING, EXAM SCHEDULE &amp; OTHER UPDATES. NO QUERIES FOR THE SAME SHALL BE ENTERTAINED THROUGH EMAIL/TELEPHONIC CALLS.</b>

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Advisor (Administration)