



राष्ट्रीय प्रौद्योगिकी संस्थान जमशेदपुर
NATIONAL INSTITUTE OF TECHNOLOGY JAMSHEDPUR
(An Institute of National Importance under Ministry of Education, Government of India)

Advt. No.: NITJSR/DRO/CD/2025/ **2753**

Date: **18/11/2025**

Information Brochure

Walk-in-Interview for Consultant (On Contract)

A walk-in-interview will be held on **30/11/2025 (Sunday)** from 10:00 AM in the Board Room, Administrative Building, NIT Jamshedpur, Adityapur, Jamshedpur, Jharkhand-831014 for recruitment of **Consultant on purely contract basis** in NIT Jamshedpur for an initial period of **six months and tenure will be extended maximum up to one year** based on the requirement of the Institute and the performance of the candidate (to be reviewed after six months).

S.No.	Post	Educational Qualification & Experience	Age limit	Remuneration
1.	Consultant (On Contract) (02 posts)	<u>Educational Qualification:</u> Master's degree in any discipline with at least 55% marks or its equivalent Grade in the CGPA /UGC point scale with good academic record from a recognized University / Institute. <u>Experience:</u> Employees Retired from the post of atleast Superintendent (SG-I) /Private Secretary (NFG) in PB-2, GP of Rs.5400/-, Assistant Registrar in central/state Govt. offices with at least two years regular service or Superintendent (SG-II) / Private Secretary (NFG) in PB-2 GP of Rs.4800/- with at least ten years regular service with Master's degree. Desirable: i) Qualification in area of Management /Engineering / Law. ii) Experience of working in E-Office system.	Minimum 60 years Maximum 65 years	Rs.50,000/- (Per Month), consolidated including all statutory entitlements.

Signature



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General Information:

1. The appointment will be purely temporary.
2. Educational and other qualifications required will be recognized as on date of Interview.
3. No TA/DA will be paid for appearing in the walk-in-interview.
4. Candidates are required to attend walk-in-interview along with duly filled in prescribed application form with necessary enclosures/documents and photographs. The candidates will be interviewed only after verification of certificates. Hence, it is advised to carry all the original certificates. Documents Required in Original with one set of self-attested copy at the time of interview: -
 - A. 10th/Matriculation/SSLC Mark sheet
 - B. +2/HSC Mark sheet
 - C. Consolidated Marksheet of Degree
 - D. Degree certificates
 - E. Conduct certificate from the Institute last studied.
 - F. Community Certificate
 - G. Experience Certificate
 - H. ID proof (Aadhaar card/Driving license/passport/PAN card or any Government issued ID with address)
5. The candidate is eligible to avail one-day leave for every completed 45 days of service and not entitled to any other benefits. He/she shall not be allowed any leave without the permission of the competent authority.
6. He/she should undertake whatever other tasks that may arise in order to contribute to departmental development.
7. He/she should follow the rules and regulations laid by the Institute administration from time to time and maintain the dignity - decorum of the Institute.
8. Preference will be given to persons with minimum 10 years of work experience in the relevant field.
9. The applicants should go through all the instructions carefully and ensure that they fulfill all eligibility conditions. Their admission to all stages of the recruitment will be purely provisional subject to satisfying the eligibility conditions.
10. Candidates should carefully fill up all the details required in the application form including age, Education Qualification, details of valid Community / PwD Certificates etc. If any of the claims by the candidate is found to be incorrect, it will lead to the rejection of the candidature.
11. The number of vacancies indicated in the notification is tentative. The Institute reserves the right not to fill any or all posts advertised and to reject any or all applications without assigning any reason..
12. Candidates are advised to visit the Institute website www.nitjsr.ac.in periodically for updates regarding the recruitment process.
13. Mere eligibility will not vest any right on any candidate for being called for interview. The decision of the Institute in all matters will be final and binding.
14. No correspondence will be entertained from the candidates in connection with the process of selection/interview.
15. As an institute of national importance, NIT Jamshedpur strives to have a workforce which reflects an all-India character and hence candidates from all over the country are encouraged to attend.

Snsrany
18.11.2025
Registrar (I/c)



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Application form for the post of Consultant (On Contract)

1. Name of the Post applied for:	Self-Attested Photograph
2. Department / Function / Specialization:	

1.	Name of the Applicant (In Block Letters)				
2.	Father's / Guardian Name				
3.	Date of Birth (dd/mm/yy)	Gender Male/Female	Age in Years	Marital Status Married/Unmarried	Nationality
4.	Category	SC / ST / OBC / PWD / UR			
	Religion				
5.	Address for Correspondence	Pin Code:			
	Tel.Nos./Fax Nos				
	Email				
6.	Permanent Address	Pin Code:			

7.	Educational Qualifications						
	Qualification	Discipline	Name of the University/Institute		Year of Passing	% of Marks/ CGPA	Class/ Division
	10 th or Equivalent						
	12 th or Equivalent						
	Diploma						
	Graduation						
	Post Graduation						
	Other if any						
8.	Work Experience Details				Total Work Experience (in years):		
	Institute/ Organization	Designation/ Post Hold	From	To	Nature of Work	Pay Band	GP / AGP
							Total Salary (Per month) in Rs.
9.	Description of Work Experience (Give chronological detailed description of the work performed by you in relation to the previous experience and domain knowledge)						
10.	Number of Awards / Honours / Prizes / Medals:						
	Awarded (Title)						
	Proposed, if any						
11.	Have you ever been Terminated / Suspended from Work? If so, Give Reason and Present status of it:						
12.	Mention Notice Period Needed for Joining if Offered a Post						

13.	Name Two Referees with Complete Contact Details Including Address, Email & Contact number	
	(i)	(ii)
14.	Any other Relevant Information if Any	
15.	List of Enclosures (Academic, Experience and Professional Qualifications)	
	a)	
	b)	
	c)	
	d)	
	e)	
	f)	
DECLARATION I hereby, solemnly declare that the information furnished in this application is true and correct to the best of my knowledge and belief. If at any time I am found to have concealed/ suppressed any material/ information or have given any false details, my candidature/appointment shall be liable to be summarily cancelled/ terminated without any notice or compensation. Place: Date: Signature of the Applicant		