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

Recruitment for Non-Teaching Positions in Officer & Staff Cadre
[Advertisement No. NITJSR/ESS/CD/2023/1122, dated August 08, 2023]

Selection Process for Recruitment of
ASSISTANT REGISTRAR

Selection Process for the post of Assistant Registrar will consist of three stages as detailed below: -

Stage-I	Common Written Examination conducted by National Testing Agency (NTA) i.e. CRENIT-2023. The candidates scoring 50% and above will be shortlisted for Stage-II
Stage-II (Total Marks = 100)	Descriptive Test of Domain Knowledge. The number of candidates qualifying in Stage-II will be called for personal interview in the ratio of 1:10 on merit.
Stage-III (Total Marks= 100)	Personal Interview

Stage-I

The syllabus & scheme of examination is published on the Recruitment Portal of NTA (Refer: https://crenit.samarth.ac.in)

Stage-II

Syllabus:-

Case study/Descriptive questions on official letters/ notifications/ noting and drafting, general administration including academic-related matters, establishment matters, central government rules, office procedures accounts, financial administration, RTI, Income Tax, purchase procedure and broad administrative structure of NIT system, NITSER Act and Statute, etc.

Stage-III

The Personal Interview shall be conducted in such a manner that the candidate's suitability for the post is probed through academic qualifications, communication skills, leadership quality, temperament and attitude, professional knowledge etc.

Final Merit

Final merit list will be prepared as follows:- Stage- II (70%) + Stage-III (30%)

Note:

Any guidelines/ instructions received from the MoE till the date of completion of SelectionProcess may be made applicable.

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Selection Process for Recruitment of
SENIOR ASSISTANT

Selection Process for the post of Senior Assistant will consist of two stages as detailed below: -

Stage-I	Common Written Examination conducted by National Testing Agency (NTA) i.e. CRENIT-2023. The number of candidates qualifying in Stage-I will be called for Stage-II in the ratio of 1:10 on merit.
Stage-II	Skill Test

Stage-I

The syllabus & scheme of examination is published on the Recruitment Portal of NTA (Refer: https://crenit.samarth.ac.in)

Stage-II

Syllabus:-

Skill Test: -

The minimum typing speed shall be at least 35 words per minute, which will be tested on a computer (PC).

This skill test is qualifying in nature, and no additional marks for the same shall be allocated.

Final Merit

Final merit list will solely be prepared on Stage- I (i.e.100%)

Note:

Any guidelines/ instructions received from the MoE till the date of completion of SelectionProcess may be made applicable.

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Selection Process for Recruitment of
JUNIOR ASSISTANT

Selection Process for the post of Junior Assistant will consist of two stages as detailed below: -

Stage-I	Common Written Examination conducted by National Testing Agency (NTA) i.e. CRENIT-2023. The number of candidates qualifying in Stage-I will be called for Stage-II in the ratio of 1:10 on merit.
Stage-II	Skill Test

Stage-I

The syllabus & scheme of examination is published on the Recruitment Portal of NTA (Refer: https://crenit.samarth.ac.in)

Stage-II

Syllabus:-

Skill Test: -
The minimum typing speed shall be at least 35 words per minute, which will be tested on a computer (PC).

This skill test is qualifying in nature, and no additional marks for the same shall be allocated.

Final Merit

Final merit list will solely be prepared on Stage- I (i.e.100%)

Note:

Any guidelines/ instructions received from the MoE till the date of completion of SelectionProcess may be made applicable.

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Selection Process for Recruitment of
SENIOR TECHNICIAN

Selection Process for the post of Senior Technician will consist of two stages as detailed below: -

Stage-I	Common Written Examination conducted by National Testing Agency (NTA) i.e. CRENIT-2023. The number of candidates qualifying in Stage-I will be called for Stage-II in the ratio of 1:10 on merit.
Stage-II	Trade Test related to specialization.

Stage-I

The syllabus & scheme of examination is published on the Recruitment Portal of NTA (Refer: https://crenit.samarth.ac.in)

Stage-II

Syllabus:-

Trade Test: -

Skills pertaining to the subject would be assessed through a trade test conducted by the concerned department. The trade test shall be conducted to elicit the candidate's ability to handle various laboratory/scientific experiments in a typical laboratory setup of the concerned department (this may include a written explanation of experiments). This Trade/skill test is aimed to check communication skills on the subject along with the practical knowledge of the candidate in terms of various Do's and Don'ts in a laboratory related to procedures such as hazards, precautions etc.

This Trade Test is qualifying in nature, and no additional marks for the same shall be allocated.

Final Merit

Final merit list will solely be prepared on Stage- I (i.e.100%)

Note:

Any guidelines/ instructions received from the MoE till the date of completion of SelectionProcess may be made applicable.

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[Advertisement No. NITJSR/ESS/CD/2023/1122, dated August 08, 2023]

Selection Process for Recruitment of
TECHNICIAN

Selection Process for the post of Technician will consist of two stages as detailed below: -

Stage-I	Common Written Examination conducted by National Testing Agency (NTA) i.e. CRENIT-2023. The number of candidates qualifying in Stage-I will be called for Stage-II in the ratio of 1:10 on merit.
Stage-II	Trade Test related to specialization.

Stage-I

The syllabus & scheme of examination is published on the Recruitment Portal of NTA (Refer: https://crenit.samarth.ac.in)

Stage-II

Syllabus:-

Trade Test: -

Skills pertaining to the subject would be assessed through a trade test conducted by the concerned department. The trade test shall be conducted to elicit the candidate's ability to handle various laboratory/scientific experiments in a typical laboratory setup of the concerned department (this may include a written explanation of experiments). This Trade/skill test is aimed to check communication skills on the subject along with the practical knowledge of the candidate in terms of various Do's and Don'ts in a laboratory related to procedures such as hazards, precautions etc.

This Trade Test is qualifying in nature, and no additional marks for the same shall be allocated.

Final Merit

Final merit list will solely be prepared on Stage- I (i.e.100%)

Note:

Any guidelines/ instructions received from the MoE till the date of completion of SelectionProcess may be made applicable.