



भारतीय प्रौद्योगिकी संस्थान भुवनेश्वर
INDIAN INSTITUTE OF TECHNOLOGY BHUBANESWAR
Argul, Khordha, Odisha-752050

Advertisement No. Rectt./01/Non-Teaching/2025

Dated: 08 /12/2025

ADVERTISEMENT FOR NON-TEACHING STAFF RECRUITMENT

भारतीय प्रौद्योगिकी संस्थान भुवनेश्वर अभियांत्रिकी, प्रौद्योगिकी, विज्ञान और कला की विभिन्न शाखाओं में शिक्षा और अनुसंधान प्रदान करने के लिए प्रौद्योगिकी संस्थान अधिनियम, 1961 के तहत राष्ट्रीय महत्व का संस्थान है। संस्थान निम्नलिखित गैर-शिक्षण पदों को सीधी भर्ती के आधार पर भरने के लिए योग्य भारतीय नागरिकों से ऑनलाइन आवेदन आमंत्रित करता है।

Indian Institute of Technology Bhubaneswar is an Institute of National Importance under the Institutes of Technology Act, 1961 to provide for Education and Research in various branches of Engineering, Technology, Science & Arts. The Institute invites **ONLINE applications** from eligible Indian Nationals for filling up the following Non-Teaching posts on Direct recruitment basis.

1. TECHNICAL POSTS:

क्र.स / Sl. No.	पद का नाम / Name of the post	Department/ Section/Cadre	रिक्तियों की संख्या / Number of vacancies								वर्तन स्तर / Pay Level (7 th CPC)
			Category							Total	
			UR	SC	ST	OBC (NCL)	EWS	ESM	PwBD		
1.	लाइब्रेरियन/Librarian	Library Cadre	01	-	-	-	-	-	-	01	L-14
2.	चिकित्सा अधिकारी/ Medical Officer	Medical Cadre	01	-	-	01	-			02	L-10
3.	छात्र परामर्शदाता/ Student Counsellor	Counselling Cadre	02	-	-	-	-			02	L-10
4.	सॉफ्टवेयर अभियंता/ Software Engineer	Network, System, ERP Cadre	-	-	-	01	-			01	L-10
5.	सहायक तकनीकी अधिकारी/ Assistant Technical Officer	Technical	05	-	-	01	-	-	-	06	L-10
6.	सहायक कार्यकारी अभियंता (सिविल)/ Assistant Executive Engineer (Civil)	Engineering Cadre	01	-	-	-	-	-	-	01	L-10
7.	कनिष्ठ तकनीकी अधीक्षक/ Junior Technical Superintendent	Geology & Geo-physics	01	-	-	-	-	-	-	01	L-6
		CE	01	-	-	-	-	-	01(SC)#	02	
		EE	01	-	-	-	-	-	-	01	
		ECE	01	-	-	-	-	-	-	01	
		Physics	01	-	-	-	-	-	-	01	
		ME	02	-	-	-	-	-	-	02	
8.	शारीरिक प्रशिक्षण प्रशिक्षक/ Physical Training Instructor (Football/Volleyball)	Sports Cadre	01	-	-	-	-	-	-	01	L-6
9.	स्टाफ नर्स/ Staff Nurse	Staff Nurse Cadre	-	01	-	-	-	-	-	01	L-6

10.	कनिष्ठ अभियंता (सिविल)/ Junior Engineer (Civil)	Engineering Cadre	01	-	-	-	-	-	-	01	L-6
11.	कनिष्ठ अभियंता (विद्युत)/ Junior Engineer (Electrical)	Engineering Cadre	-	-	-	01	-	-	-	01	L-6
12.	कनिष्ठ इलेक्ट्रॉनिक्स एवं मीडिया अभियंता/ Junior Electronics and Media Engineer	Network, System, ERP Cadre	01	-	-	-	-	-	-	01	L-6
13.	कनिष्ठ तकनीशियन/ Junior Technician	CRIF	-	-	01	-	01	-	-	02	L-4
		EE	02	01	-	-	-	-	01(ST)#	04	
		CSE	02	-	01#	-	01	01(UR)	-	05	
		ECE	01	01#	-	01#	-	-	01(UR)	04	
		ME	03	-	-	01	-	-	-	04	
		CE	01	01	-	-	-	-	-	02	
		SMMME	01	-	-	01#	-	-	-	02	
		Physics	-	01	-	-	-	-	-	01	
		Mathematics	-	01	-	-	-	-	-	01	
14.	कनिष्ठ प्रयोगशाला सहायक/ Junior Lab Assistant	Physics	01	-	-	-	-	-	-	01	L-4
		Chemistry	01	-	-	-	01	-	-	02	
		SEOCS	01	-	01	-	-	-	-	02	
		CRIF	-	01	01	-	-	-	-	02	
15.	कनिष्ठ तकनीशियन (प्रणाली)/ Junior Technician (System)	Network, System, ERP Cadre	02	-	01#	-	-	-	-	03	L-4
16.	कनिष्ठ तकनीशियन (नेटवर्क)/ Junior Technician (Network)	Network, System, ERP Cadre	-	01	-	-	-	-	-	01	L-4
Total										62	
ABBREVIATIONS USED: CSE=Computer Science and Engineering, CE=Civil Engineering, CRIF=Central Research Instrumentation Facility, SEOCS=School of Earth, Ocean and Climate Sciences, SIF=School of Infrastructure, SMMME=School of Minerals, Metallurgical and Materials Engineering, ECE=Electronics and Communication Engineering, EE=Electrical Engineering, ME=Mechanical Engineering											

#Backlog vacancies

2. ADMINISTRATIVE POSTS:

क्र.स / Sl. No.	पद का नाम / Name of the post	रिक्तियों की संख्या / Number of vacancies								वर्तन स्तर / Pay Level (7 th CPC)
		Category							Total	
		UR	SC	ST	OBC (NCL)	EWS	ESM	PwBD		
17.	सहायक कुलसचिव/ Assistant Registrar	02	-	-	01	-	-	01 (EWS)	04	L-10
18.	सहायक कुलसचिव (वित्त एवं लेखा) / Assistant Registrar (F&A)	-	-	-	01 [#]	-	-	-	01	L-10
19.	निजी सचिव/ Private Secretary	01	-	-	-	-	-	-	01	L-8
20.	सहायक कैरियर विकास कार्यकारी/ Assistant Career Development Executive	01	-	-	-	-	-	-	01	L-8
21.	कनिष्ठ अधीक्षक/ Junior Superintendent	04	-	-	03	-	-	01 (UR)	08	L-6
22.	कनिष्ठ लेखा अधीक्षक/ Junior Accounts Superintendent	01	-	-	-	-	-	-	01	L-6
23.	कनिष्ठ सहायक/ Junior Assistant	03	01	04 [#]	01	01	01 (UR)	02 (UR-01 [#] , SC-01)	13	L-4
24.	कनिष्ठ लेखाकार/ Junior Accountant	01	-	01 [#]	01	-	-	-	03	L-4
25.	बहु कार्यकारी कर्मचारी/ Multi-tasking Staff	01	01	03	01	01	-	-	07	L-1
Total									39	
Grand Total									101	

#Backlog vacancies. (Note: For Junior Assistant out of 04 posts, 02 backlogs)

IMPORTANT DATES	
ऑनलाइन आवेदन जमा करने की आरम्भ तिथि / The starting date of submission of online application	9 th December 2025
ऑनलाइन आवेदन जमा करने की अंतिम तिथि / The last date of submission of online application	8 th January 2026
पात्रता निर्धारित करने के लिए महत्वपूर्ण तिथि / Crucial date for determining the eligibility	8 th January 2026

Eligibility Criteria

Sl. No	Position & Pay Level	Educational Qualification / Experience / Job Requirement
1.	Librarian Academic Pay Level-14, Pay Matrix: ₹1,44,200–2,18,200/- Upper Age Limit: 55 years	Essential: I. Master's Degree in Library Science, Library Information Science or Library Documentation with at least 55% marks of its equivalent Grade in the UGC seven point scale and consistently good academic record set out in the UGC Regulations. II. At least 10 years as a librarian at any level in University librarian or 10 Years teaching as Assistant/Associate Professor in Library Science or ten years' experience as a College Librarian. III. Evidence of innovative library service and organization of published work and professional commitment, computerization of Library. Desirable: Ph.D. Degree in Library Science/Library Information Science/Library Documentation/ Archiving and Manuscript-Keeping/Computerization of Library.
2.	Medical Officer Pay Level-10, Pay Matrix: ₹56,100–1, 77,500 /- Upper Age Limit: 45 years	Essential: MBBS Degree or equivalent qualification included in any one of the Schedules to the Indian Medical Council Act.1956 (102 of 1956) and must have been registered in a State Medical Register or Indian Medical Register. It includes completion of compulsory rotating internship, followed by at least 3 years of experience in a recognized hospital. OR Post Graduate diploma in Internal Medicine/ O&G/ Paediatrics plus at least one year experience in a recognized hospital. OR MD/DNB (Internal Medicine), MD/DNB (O&G) or MD/DNB (Paediatrics)

3.	Student Counsellor Pay Level-10, Pay Matrix: ₹56,100–1, 77,500 /- Upper Age Limit: 45 years	Essential: Master's Degree with more than 60% of marks or a CGPA of 6.5 on a 10-point scale in the field of Psychology (Counselling Clinical Psychology), Sociology with minimum 5 years of relevant clinical experience in an educational Institution or in a mental health-care clinic of repute. OR M.Phil. in Clinical Psychology with 60% of marks or a CGPA of 6.5 on a 10-point scale with minimum 3 years of relevant clinical experience in an educational Institution or in a mental health-care clinic of repute. Candidates with Ph.D / M. Phil will be preferred. Desirable: (a) Have training in counselling technique and / or any therapeutic module. (b) Experience in Counseling students of highly competitive residential Institute of higher learning. (c) Administrative experience in managing relevant Counselling service set-ups.
4.	Software Engineer Pay Level-10, Pay Matrix: ₹56,100–1, 77,500 /- Upper Age Limit: 45 years	Essential: BE/B.Tech in CSE/IT/ECE or MCA or M.Sc in Computer Science or equivalent with at least 55% marks in the degree. However, a First class degree is desirable. The applicant should have at least 3 years of demonstrated experience and knowledge in a reputed Organization, preferably in an educational institution. Desirable: Experience in the Analysis, design and development of ERP/IMS/Software system for academic operations in Engineering Institutions. Maintenance and enhancements of existing ERP/IMS software development. Knowledge of algorithms and data structures. Requirements analysis. Extensive experience with MySQL database, PostgreSQL, RDBMS, Object-oriented Programming, PHP, JavaScript, HTML, Perl, Awareness of threats relating to web application security.

5.	Assistant Technical Officer Level-10, Pay Matrix: ₹56,100–1, 77,500 /- Upper Age Limit: 45 years	Essential: M.Tech. with minimum 55% marks or a CGPA of 6.0 on a 10 point scale in Civil / Mechanical /Metallurgical & Materials / Electrical / Electronics & Communication / Computer Science & Engineering with minimum 3 years of relevant experience; OR M.Sc. with minimum 55% marks or a CGPA of 6.0 on a 10 point scale in Physics/Chemistry/Geology & Geo-Physics/Bio-Sciences/Computer Science with minimum 5 years of relevant experience; OR MCA with minimum 55% marks or a CGPA of 6.0 on a 10 point scale with minimum 5 years of relevant experience; OR B.Tech./B.E. with minimum 55% marks or a CGPA of 6.0 on a 10 point scale in Civil / Mechanical / Metallurgical & Materials / Electrical /Instrumentation/ Electronics & Communication / Computer Science & Engineering/Information Technology (IT) with minimum 5 years of relevant experience; Experience: • Experience should be in Pay Level-6 or above or equivalent, in the relevant discipline, in any Government/Semi-Government/Central Autonomous Body/PSU/Reputed Academic Institutions/R&D Organization. • For applicants having regular Ph. D. Degree (Part-time/ executive mode not allowed) in relevant discipline, maximum three years will be counted towards requisite experience. Postdoctoral experience in relevant area will also be considered. Desirable: • Experience in laboratories of reputed Engineering/Technical Institutes of National Importance like IITs/IISERs/IISc/NITs and similar Central Govt. Institution and working knowledge in computer application, electronic instruments, repairing and maintenance of sophisticated instruments. • Expertise in Electron Microscopy, X-ray Diffraction, NMR, HRMS, ICPMS, UTM, PVD, CVD, MBE, Semiconductor Devices.
6.	Assistant Executive Engineer (Civil) Pay Level-10, Pay Matrix: ₹56,100–1, 77,500 /- Upper Age Limit: 45 years	Essential: Bachelor's Degree in Civil Engineering from a recognized Institute/University with a total of 6 years of experience in execution and construction of Civil Work including Public Health / Contract Management.

7.	Junior Technical Superintendent Pay Level-6, Pay Matrix: ₹35,400–1,12,400/- Upper Age Limit: 35 years <table border="1" data-bbox="264 153 1442 1887"> <tr> <td data-bbox="264 153 643 743">Geology & Geo-Physics</td><td data-bbox="643 153 1442 743"> Essential: M.Sc. with 55% marks in Geology & Geo-Physics with minimum 2 years of relevant experience in Government/Semi government/ Central Autonomous body OR Bachelor's Degree (10+2+3 Pattern) in Sciences with Physics/Geology & Geo-Physics/Environmental Sciences with minimum 04 years relevant of experience in Government/Semi government/Central Autonomous body. Desirable: Experience in laboratories of reputed Engineering/Technical Institutes of National Importance like IITs/IISERs/IISc./NITs and similar Central Govt. Institution and working knowledge in computer application, electronic instruments, repairing and maintenance of sophisticated instruments. </td></tr> <tr> <td data-bbox="264 743 643 1297">Civil Engineering (CE)</td><td data-bbox="643 743 1442 1297"> Essential: B.Tech./B.E. in Civil Engineering with minimum 2 years of relevant experience in Government/Semi government/ Central Autonomous body OR Diploma in Civil Engineering from reputed Engineering/Technical Institutions/ Industry with minimum 4 years of relevant experience in Government/Semi government/ Central Autonomous body. Desirable: Experience in laboratories of reputed Engineering/Technical Institutes of National Importance like IITs/IISERs/IISc./NITs and similar Central Govt. Institution and working knowledge in computer application, electronic instruments, repairing and maintenance of sophisticated instruments. </td></tr> <tr> <td data-bbox="264 1297 643 1887">Electrical Engineering (EE)</td><td data-bbox="643 1297 1442 1887"> Essential: B.Tech./B.E. in Electrical Engineering with minimum 2 years of relevant experience in Government/Semi government/ Central Autonomous body OR Diploma in Electrical Engineering from reputed Engineering/Technical Institutions/ Industry with minimum 4 years of relevant experience in Government/Semi government/ Central Autonomous body. Desirable: Experience in laboratories of reputed Engineering/Technical Institutes of National Importance like IITs/IISERs/IISc./NITs and similar Central Govt. Institution and working knowledge in computer application, electronic instruments, repairing and maintenance of sophisticated instruments. </td></tr> </table>	Geology & Geo-Physics	Essential: M.Sc. with 55% marks in Geology & Geo-Physics with minimum 2 years of relevant experience in Government/Semi government/ Central Autonomous body OR Bachelor's Degree (10+2+3 Pattern) in Sciences with Physics/Geology & Geo-Physics/Environmental Sciences with minimum 04 years relevant of experience in Government/Semi government/Central Autonomous body. Desirable: Experience in laboratories of reputed Engineering/Technical Institutes of National Importance like IITs/IISERs/IISc./NITs and similar Central Govt. Institution and working knowledge in computer application, electronic instruments, repairing and maintenance of sophisticated instruments.	Civil Engineering (CE)	Essential: B.Tech./B.E. in Civil Engineering with minimum 2 years of relevant experience in Government/Semi government/ Central Autonomous body OR Diploma in Civil Engineering from reputed Engineering/Technical Institutions/ Industry with minimum 4 years of relevant experience in Government/Semi government/ Central Autonomous body. Desirable: Experience in laboratories of reputed Engineering/Technical Institutes of National Importance like IITs/IISERs/IISc./NITs and similar Central Govt. Institution and working knowledge in computer application, electronic instruments, repairing and maintenance of sophisticated instruments.	Electrical Engineering (EE)	Essential: B.Tech./B.E. in Electrical Engineering with minimum 2 years of relevant experience in Government/Semi government/ Central Autonomous body OR Diploma in Electrical Engineering from reputed Engineering/Technical Institutions/ Industry with minimum 4 years of relevant experience in Government/Semi government/ Central Autonomous body. Desirable: Experience in laboratories of reputed Engineering/Technical Institutes of National Importance like IITs/IISERs/IISc./NITs and similar Central Govt. Institution and working knowledge in computer application, electronic instruments, repairing and maintenance of sophisticated instruments.
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Electrical Engineering (EE)	Essential: B.Tech./B.E. in Electrical Engineering with minimum 2 years of relevant experience in Government/Semi government/ Central Autonomous body OR Diploma in Electrical Engineering from reputed Engineering/Technical Institutions/ Industry with minimum 4 years of relevant experience in Government/Semi government/ Central Autonomous body. Desirable: Experience in laboratories of reputed Engineering/Technical Institutes of National Importance like IITs/IISERs/IISc./NITs and similar Central Govt. Institution and working knowledge in computer application, electronic instruments, repairing and maintenance of sophisticated instruments.						

Electronics and Communication Engineering (ECE)	Essential: B.Tech./B.E. in Electronics & Communication Engineering / Computer Sciences & Engineering with minimum 2 years of relevant experience in Government/Semi government/ Central Autonomous body OR Diploma in Engineering in Electronics & Communication Engineering / Computer Sciences & Engineering from reputed Engineering/Technical Institutions/ Industry with minimum 4 years of relevant experience in Government/Semi government/ Central Autonomous body. Desirable: Experience in laboratories of reputed Engineering/Technical Institutes of National Importance like IITs/IISERs/IISc./NITs and similar Central Govt. Institution and working knowledge in computer application, electronic instruments, repairing and maintenance of sophisticated instruments.
Physics	Essential: M.Sc. with 55% marks in Physics with minimum 2 years of relevant experience in Government/Semi government/ Central Autonomous body OR B.Tech./B.E. in Mechanical / Electrical / Electronics & Communication Engineering with minimum 2 years of relevant experience in Government/Semi government/ Central Autonomous body OR Bachelor's Degree (10+2+3 Pattern) in Sciences with Physics with minimum 4 years of relevant experience in Government/Semi government/Central Autonomous body. Desirable: Experience in laboratories of reputed Engineering/Technical Institutes of National Importance like IITs/IISERs/IISc./NITs and similar Central Govt. Institution and working knowledge in computer application, electronic instruments, repairing and maintenance of sophisticated instruments.
Mechanical Engineering (ME)	Essential: B.Tech./B.E. in Mechanical Engineering with minimum 2 years of relevant experience in Government/Semi government/ Central Autonomous body OR Diploma in Mechanical Engineering from reputed Engineering/Technical Institutions/ Industry with minimum 4 years of relevant experience in Government/Semi government/ Central Autonomous body. Desirable: Experience in laboratories of reputed Engineering/Technical Institutes of National Importance like IITs/IISERs/IISc./NITs and similar Central Govt. Institution and working knowledge

		in computer application, electronic instruments, repairing and maintenance of sophisticated instruments.
8.	Physical Training Instructor (Football/Volleyball) Pay Level-6, Pay Matrix: ₹35,400–1,12,400/- Upper Age Limit: 35 years	Essential: Bachelor's Degree in Physical Education / Sports Sciences with minimum of 55% marks or equivalent grade with relevant fulltime work experience of minimum 3 years after Bachelor's Degree. Applicants should have specialization in at least one sport from among Football or Volleyball. Desirable: N.I.S Coaching Diploma holders and medal winners in inter University / national games will be given preference. At least one year of work experience in Govt. / Autonomous Bodies or University or College.
9.	Staff Nurse Pay Level-6, Pay Matrix: ₹35,400 – 1,12,400/- Upper Age Limit: 35 years	Essential: Intermediate OR 10+2 OR equivalent and must have passed the examination held by Nursing Council with 3 years course in General Nursing and Mid-wifery, with minimum 60% marks or equivalent grade with 3 years of relevant experience in Govt./Semi Govt./ Central autonomous bodies/reputed hospitals. Desirable: Experience in any reputed hospital recognized by the Central or State Nursing Council. Those possessing a degree in Nursing may be granted two advance increments in the scale of pay.
10.	Junior Engineer (Civil) Pay Level-6, Pay Matrix: ₹35,400 – 1,12,400/- Upper Age Limit: 35 years	Essential: Bachelor's Degree / Diploma in Civil Engineering from a recognized Institute/University with experience in the field as below: Design & Estimation, Construction & maintenance of building etc. under the Central / State Government including Govt. Autonomous Bodies / Organizations / Public Sector Organizations. Experience: With a total of 1 year of experience in case of holding a Bachelor degree. OR With a total of 3 years of experience in case of holding a Diploma.

11.	Junior Engineer (Electrical) Pay Level-6, Pay Matrix: ₹35,400–1,12,400/- Upper Age Limit: 35 years	Essential: Bachelor's Degree / Diploma in Electrical Engineering from a recognized Institute/University with experience in the field as below: Execution/ supervision / maintenance of Electrical works, under the Central/State Government including Govt. Autonomous Bodies/Organizations/Public Sector Organizations. Experience : With a total of 1 years of experience in case of holding a Bachelor degree. OR With a total of 3 years of experience in case of holding a Diploma.
12.	Junior Electronics & Media Engineer Pay Level-6, Pay Matrix: ₹35,400–1,12,400/- Upper Age Limit: 35 years	Essential: B.E/ B. Tech in Electronics Communication Engineering or equivalent with at least 55% marks in the degree. Job description: Hands-on experience in configurations, operations and maintenance of hardware and software based video conferencing systems, hands-on experience in installation, operations and maintenance of audio-visual equipment for auditorium, e-classrooms, experience in video editing software like Adobe Premiere Pro, Final Cut Pro, Davinci Resolve, Camtasia etc., installing and testing and maintaining new audio-visual facilities and equipment, experience with visual communication principles, experience in web design and content management systems, creation of digital content such as website, videos etc., maintain and manage social media channels as per the requirements, experience in web design, producing audio and video materials as per requirement, analysing and fixing technical faults in audio-visual systems, knowledge of audio and video data compression techniques, principles of acoustics, lighting, vision and cameras, knowledge of Video streaming protocols, knowledge of cyber security threats and vulnerabilities and the security practices applied to broadcast, media and communications infrastructure to protect and maintain content and operations, knowledge of programming Java, .NET or others, Local Access Networks (LANs), Wide Area Networks (WANs), internet protocol, knowledge of computer-controlled lighting systems, experience in Graphic design, knowledge of Media Formats, Media Computing, knowledge of Video production and editing, experience in setting up, configuration and maintenance of multimedia systems, knowledge of setting up and operations of audio and video recording systems, knowledge of transmission and networking Technologies, willing to learn and use new audio-visual technologies as per requirements. The applicant should have at least 3 years of demonstrated experience and knowledge in a reputed Organization, preferably in an educational institution. Degree should be recognized by UGC / AICTE.

13.	Junior Technician Pay Level-4, Pay Matrix: ₹25,500 – 81,100/- Upper Age Limit: 32 years <table border="1" data-bbox="261 151 1442 1663"> <tr> <td data-bbox="261 151 643 590"> Central Research Instrumentation Facility (CRIF) </td><td data-bbox="643 151 1442 590"> Essential: B.E./B.Tech. in Mechanical Engineering/Electronics Engineering OR 3 (Three) years Diploma in Mechanical Engineering/Electronics Engineering/Materials & Metallurgy with minimum 3 years of relevant experience in Government/Semi government/ Central Autonomous body. OR ITI in relevant discipline with 1st division or its equivalent mark from any reputed Engineering/Technical Institute with minimum 5 years of relevant experience in Govt./Semi Govt./ Central autonomous bodies /reputed industry. The candidate should have the knowledge of computer application. </td></tr> <tr> <td data-bbox="261 590 643 1100"> Electrical Engineering (EE) </td><td data-bbox="643 590 1442 1100"> Essential: B.E./B.Tech. in Electrical Engineering OR 3 (Three) years Diploma in Electrical Engineering with minimum 3 years of relevant experience in Government/Semi government/ Central Autonomous body OR ITI in relevant discipline with 1st division marks from any reputed Engineering/Technical Institute with minimum 5 years of relevant experience in Govt./Semi Govt./ Central autonomous bodies /reputed industry. Knowledge of computer application, Wiremen License/ Permit issued by Chief Instructor/Competent authority of respective states is essential for candidates with electrical specialization. </td></tr> <tr> <td data-bbox="261 1100 643 1663"> Computer Science and Engineering (CSE) </td><td data-bbox="643 1100 1442 1663"> Essential: B.E./ B.Tech. in Computer Sciences & Engineering OR 3 (Three) years Diploma in Computer Sciences and Engineering / IT with minimum 3 years of relevant experience in Government/Semi government/ Central Autonomous body. OR ITI in relevant discipline with 1st division or its equivalent mark from any reputed Engineering/Technical Institute with minimum 5 years of relevant experience in Govt./Semi Govt./ Central autonomous bodies /reputed industry. The candidate should have the knowledge of computer application. </td></tr> </table>	Central Research Instrumentation Facility (CRIF)	Essential: B.E./B.Tech. in Mechanical Engineering/Electronics Engineering OR 3 (Three) years Diploma in Mechanical Engineering/Electronics Engineering/Materials & Metallurgy with minimum 3 years of relevant experience in Government/Semi government/ Central Autonomous body. OR ITI in relevant discipline with 1st division or its equivalent mark from any reputed Engineering/Technical Institute with minimum 5 years of relevant experience in Govt./Semi Govt./ Central autonomous bodies /reputed industry. The candidate should have the knowledge of computer application.	Electrical Engineering (EE)	Essential: B.E./B.Tech. in Electrical Engineering OR 3 (Three) years Diploma in Electrical Engineering with minimum 3 years of relevant experience in Government/Semi government/ Central Autonomous body OR ITI in relevant discipline with 1st division marks from any reputed Engineering/Technical Institute with minimum 5 years of relevant experience in Govt./Semi Govt./ Central autonomous bodies /reputed industry. Knowledge of computer application, Wiremen License/ Permit issued by Chief Instructor/Competent authority of respective states is essential for candidates with electrical specialization.	Computer Science and Engineering (CSE)	Essential: B.E./ B.Tech. in Computer Sciences & Engineering OR 3 (Three) years Diploma in Computer Sciences and Engineering / IT with minimum 3 years of relevant experience in Government/Semi government/ Central Autonomous body. OR ITI in relevant discipline with 1st division or its equivalent mark from any reputed Engineering/Technical Institute with minimum 5 years of relevant experience in Govt./Semi Govt./ Central autonomous bodies /reputed industry. The candidate should have the knowledge of computer application.
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Electronics and Communication Engineering (ECE)	Essential: B.E./B.Tech. in Electronics / Computer Sciences & Engineering OR 3 (Three) years Diploma in Electronics /Electronics & Communication Engineering / Computer Sciences & Engineering with minimum 3 years of relevant experience in Government/Semi government/ Central Autonomous body OR ITI in relevant discipline with 1st division or its equivalent mark from any reputed Engineering/Technical Institute with minimum 5 years of relevant experience in Govt./Semi Govt./ Central autonomous bodies /reputed industry. The candidate should have the knowledge of computer application.
Mechanical Engineering (ME)	Essential: B.E./B.Tech. in Mechanical Engineering OR 3 (Three) years Diploma in Mechanical Engineering with minimum 3 years of relevant experience in Government/Semi government/ Central Autonomous body OR ITI in relevant discipline with 1st division or its equivalent mark from any reputed Engineering/Technical Institute with minimum 5 years of relevant experience in Govt./Semi Govt./ Central autonomous bodies /reputed industry. The candidate should have the knowledge of computer application.
Civil Engineering (CE)	Essential: B.E./B.Tech. in Civil Engineering OR 3 (Three) years Diploma in Civil Engineering with minimum 3 years of relevant experience in Government/Semi government/ Central Autonomous body OR ITI in relevant discipline with 1st division or its equivalent mark from any reputed Engineering/Technical Institute with minimum 5 years of relevant experience in Govt./Semi Govt./ Central autonomous bodies /reputed industry. The candidate should have the knowledge of computer application.
School of Minerals, Metallurgical and Materials Engineering (SMMME)	Essential: B.E./B.Tech. in Mechanical Engineering OR 3 (Three) years Diploma in Mechanical Engineering/ Metallurgy & Materials Engineering with minimum 3 years of relevant experience in Government/Semi government/ Central Autonomous body OR ITI in relevant discipline with 1st division or its equivalent mark from any reputed Engineering/Technical Institute with minimum 5 years of relevant experience in Govt./Semi Govt./ Central autonomous bodies /reputed industry. The candidate should have the knowledge of computer application.

	Physics	Essential: B.E./B.Tech. in Mechanical/Electrical/Electronics Engineering OR 3 (Three) years Diploma in Mechanical/Electrical/Electronics and Communication Engineering with minimum 3 years relevant experience in Government/Semi government/ Central Autonomous body OR ITI in relevant discipline with 1st division or its equivalent mark from any reputed Engineering/Technical Institute with minimum 5 years of relevant experience in Govt./Semi Govt./ Central autonomous bodies /reputed industry. The candidate should have the knowledge of computer application.
	Mathematics	Essential: B.E./B.Tech. in Computer Sciences & Engineering. OR 3 (Three) years Diploma in Computer Sciences and Engineering with minimum 3 years of relevant experience in Government/Semi government/ Central Autonomous body OR ITI in relevant discipline with 1st division or its equivalent mark from any reputed Engineering/Technical Institute with minimum 5 years of relevant experience in Govt./Semi Govt./ Central autonomous bodies /reputed industry. The candidate should have the knowledge of computer application.
14.	Junior Lab Assistant Pay Level-4, Pay Matrix: ₹25,500 – 81,100/- Upper Age Limit: 32 years	
	Physics	Essential: Bachelor's Degree (10+2+3 Pattern) in Science with Physics with minimum 2 years of relevant experience in Government/Semi government/ Central Autonomous body. Good knowledge of Computer Application. Desirable: Experience in laboratories of any reputed Engineering/Technical Institute of National Importance like IITs/IISERs/IISc/NITs and similar Central Govt. Institution experiences and knowledge in computer application and handling analytical equipment / mechanical testing/Metallography/casting, welding and machining etc.

	Chemistry	Essential: Bachelor's Degree (10+2+3 Pattern) in Science with Chemistry with minimum 2 years of relevant experience in Government/Semi government/ Central Autonomous body. Good knowledge of Computer Application. Desirable: Experience in laboratories of any reputed Engineering/Technical Institute of National Importance like IITs/IISERs/IISc/NITs and similar Central Govt. Institution experiences and knowledge in computer application.
	School of Earth, Ocean and Climate Sciences (SEOCS)	Essential: Bachelor's Degree (10+2+3 Pattern) in Science with Physics with minimum 2 years of relevant experience in Government/Semi Government/ Central Autonomous body. Desirable: Experience in laboratories of reputed Engineering/Technical Institutes of National Importance like IITs/IISERs/IISc/NITs and similar Central Govt. Institution.
	Central Research Instrumentation Facility (CRIF)	Essential: Bachelor's Degree (10+2+3 Pattern) in Science with Physics / Chemistry with minimum 2 years of relevant experience in Government/Semi government/ Central Autonomous body. Good knowledge of Computer Application. Desirable: Experience in laboratories of any reputed Engineering/Technical Institute of National Importance like IITs/IISERs/IISc/NITs and similar Central Govt. Institution experiences and knowledge in computer application.
15.	Junior Technician(System) Pay Level-4, Pay Matrix: ₹25,500 – 81,100/- Upper Age Limit: 32 years	Essential: B.Sc. (Computer Science) /3 years Diploma in Computer Science or Computer Engineering. 3 years Diploma should be recognized by the Directorate of Training and Technical Education of any State /Govt. of India. Candidates holding a 4-year degree in Computer Science or Computer Engineering, or 3 years MCA, may apply. Degree should be recognized by UGC / AICTE. Minimum 55% marks in qualifying Diploma / Degree. Experience: Minimum 2-3 years of relevant experience in Institute of National/International repute only. Responsibilities: ● Install hardware and software. ● Make upgrades and repairs as needed. ● Oversee digital security. ● Perform maintenance that all systems are operating.

		● Collect and analyze data to optimize performance. ● Train users on hardware and software. ● Troubleshoot problems with the system. ● Analyze and monitor server security and make recommendations or implement patches/fixes to address potential security holes. ● Research and recommend innovative, and where possible automated, approaches for system administration tasks. ● Installation, maintenance and Management of servers ● Website development and management. Desirable: ● Ability to create network diagrams and documentation for design and planning of data center, server room etc. ● Proven experience in IT System administration. ● Experience with databases, networks (LAN, WAN) and patch management. ● Knowledge of system security (e.g. intrusion detection systems) and data backup/recovery. ● Ability to create scripts in Python, Perl, html, php or other languages. ● Familiarity with various operating systems and platforms. ● Resourcefulness and problem-solving aptitude. ● Excellent communication and writing skills.
16.	Junior Technician (Network) Pay Level-4, Pay Matrix: ₹25,500 – 81,100/- Upper Age Limit: 32 years	Essential: 3 years Diploma in Electronics or Electronics and Communication or Computer Engineering. 3-year Diploma should be recognized by the Directorate of Training and Technical Education of any State/Govt. of India. Candidates holding 4-year degree in Electronics or Electronics and Communication Engineering/ Computer Science and Engineering/3 year MCA, may apply. The Degree should be recognized by UGC / AICTE. Minimum 55% marks in qualifying diploma / degree. Experience: Minimum 2-3 years of relevant experience in Institute of National/International repute only. Responsibilities: ● Manage telecommunication needs ● Design, deploy, and administer the Wireless Infrastructure and supporting systems. ● Recommend upgrades, patches, and new applications and equipment.

		• LAN/Wireless Lan installation, trouble shooting and maintenance. • Oversee local area network and wide area network including both wired and wireless infrastructure. Desirable: • Strong understanding of computer network infrastructure. • Ability to implement, administer, and troubleshoot network infrastructure devices. • Knowledge of application transport and network infrastructure protocols. • Ability to create network diagrams and documentation for design and planning network communication systems. • Ability to work with all levels of IT staff inside and outside the organization. • Ability to think through problems and visualize solutions. • Good analytical and problem-solving skills. • Experience with local area network and wide area network administration. • Excellent communication and writing skills.
17.	Assistant Registrar Pay Level-10, Pay Matrix: ₹56,100–1, 77,500 /- Upper Age Limit: 45 years	Essential: Master's Degree or equivalent degree with at least 55% marks on a point scale with excellent Academic record. Experience: 5 years relevant experience in Pay Level-06 or above or equivalent in any Government/Semi-Government/Central Autonomous Body/PSU in one or more areas of Administrative, Establishment, Audit, Stores & Purchase, Materials Management, Academics, Student Welfare, R&D, Finance & Accounts, Hostel Management etc. Desirable: i) Professional qualification in area of MBA / LLB /CA/ICWA /CS etc. ii) Knowledge in Computer Applications and Office Automation.
18.	Assistant Registrar (F&A) Pay Level-10, Pay Matrix: ₹56,100–1, 77,500 /- Upper Age Limit: 45 years	Essential: Master's Degree in Commerce or MBA (Finance) with minimum 55 % marks or equivalent grade. OR CA/ICWA/CS Experience: Minimum 5 years of experience in Finance & Accounts, auditing etc. in any Government / PSU/ Autonomous body at PL-6 or above.

19.	Private Secretary Pay Level-8, Pay Matrix: ₹47,600–1,51,100/- Upper Age Limit: 35 years	Essential: I. A Bachelor degree or its equivalent from a recognized University with minimum 8 years of relevant experience as PA / PS in Govt. / Semi Govt. / Central autonomous bodies. II. Proficiency in English language, stenography with minimum speed of 100 w.p.m., computer knowledge with key depression speed of 40 w.p.m. office application and secretarial practices in interdepartmental / Govt. correspondence, maintenance of daily diary, appointments, meetings.
20.	Assistant Career Development Executive Pay Level-8, Pay Matrix: ₹47,600–1,51,100/- Upper Age Limit: 35 years	Essential: Bachelor's Degree with minimum 55% of marks or CGPA of 6.0 in Management preferably in HR/ Personnel Management and Industrial Relation (PMIR) from a reputed Institute with minimum 7 years of relevant work experience in handling placements, internships, training or exposure to recruitment process. OR MBA or equivalent degree in Management preferably in HR/Marketing/ Personnel Management and Industrial Relation (PMIR) from a reputed Institute, with a minimum of 55% marks or CGPA of 6.0. The candidate should have at least 5 years of relevant work experience in handling placements, internships, training or exposure to recruitment process. Desirable: Experience in an Institution of National Importance like IITs/IISERs/IISc/NITs or similar central Govt. institutions. Working knowledge of computer applications.
21.	Junior Superintendent Pay Level-6, Pay Matrix: ₹35,400 – 1,12,400/- Upper Age Limit: 35 years	Essential: I. A Master degree or its equivalent from a recognized University with 55% of marks and minimum 3 years of relevant experience in Govt./Semi Govt./Central autonomous bodies in the field of Administration, Academic, Store/Purchase, Material Management, Public Relations. OR A Bachelor degree or its equivalent from a recognized University with minimum 5 years of relevant experience in Govt. / Semi Govt. / Central autonomous bodies in the field of Administration, Academic, Store/Purchase, Material Management, Public Relations. II. Knowledge of Computer applications like word processors, spreadsheets, presentation software etc.

22.	Junior Accounts Superintendent Pay Level-6, Pay Matrix: ₹35,400 – 1,12,400/- Upper Age Limit: 35 years	Essential: I. A Master degree in Commerce or its equivalent from a recognized University with 55% of marks and minimum 3 years of relevant experience in Govt. / Semi Govt. / Central autonomous bodies in the field of Internal Audits/Audit works, Final Accounts, Finance, Budget etc. OR A Bachelor degree in Commerce or its equivalent from a recognized University and Inter CA/ICWA/ICSI with minimum 5 years of relevant experience in Internal Audits/Audit works, Final Accounts, Finance, Budget etc. II. Knowledge of computer application and proficiency in office applications like Word, Excel, Power point and Tally / Accounting Software.
23.	Junior Assistant Pay Level-4, Pay Matrix: ₹25,500 – 81,100/- Upper Age Limit: 32 years	Essential: I. A Bachelor degree or its equivalent from a recognized University with minimum 2 years of relevant experience in Govt. / Semi Govt. / Central autonomous bodies in the field of Administration, Academic, Store/Purchase, Material Management, Public Relations. II. Knowledge of computer application and key depression speed equivalent to 40 w.p.m. and proficiency in office applications like Word, Excel, Power point etc.
24.	Junior Accountant Pay Level-4, Pay Matrix: ₹25,500 – 81,100/- Upper Age Limit: 32 years	Essential: I. A Bachelor degree in Commerce or its equivalent from a recognized University and Inter CA/ICWA/ICSI with minimum 2 years of relevant experience in Internal Audits/Audit works, Final Accounts, Finance, Budget etc. II. Knowledge of computer application and proficiency in office applications like Word, Excel, Power point and Tally/ Accounting Software.
25.	Multi-Tasking Staff Pay Level-1, Pay Matrix: ₹18,000 – 56,900/- Upper Age Limit: 27 years	Essential: Matriculation or equivalent from a recognized board or Institution. Desirable: Minimum 3 years administrative experience of working in reputed Educational Institutes/Government organizations and having sound computer knowledge and good communication skills will be given preference.

सामान्य निर्देश /General Instructions

1. उम्मीदवार ऑनलाइन प्रक्रिया के माध्यम से आवेदन कर सकते हैं। ऑनलाइन आवेदन में सभी मूल शैक्षिक और अनुभव प्रमाण-पत्रों की स्कैन प्रति अपलोड की जानी अपेक्षित है अन्यथा आवेदन पर विचार नहीं किया जाएगा। ऑनलाइन आवेदन जमा करने की प्रारंभिक तिथि 09/12/2025 है और अंतिम तिथि 08/01/2026 है। ऑनलाइन आवेदन पत्र स संबंधित किसी भी प्रकार की हार्डकॉपी को संस्थान को भेजने की आवश्यकता नहीं।

The candidates are required to apply through the ONLINE process. The online application should be supported by uploading the scanned copies of all **ORIGINAL** educational and experience certificates or else the application will not be considered. The opening date of submission of online application is **09/12/2025** and closing date is **08/01/2026**. **Hardcopy of the Online Application Form is NOT required to be sent to the Institute.**

2. आवेदकों को ₹ 500/- (रुपये पाँच सौ मात्र) के गैर-वापसी योग्य आवेदन शुल्क का भुगतान करना होगा। तथापि, महिला आवेदकों, आईआईटी भुवनेश्वर के नियमित कर्मचारी और एससी/एसटी/पीडब्ल्यूबीडी/भूतपूर्व सैनिक/ट्रांसजेंडर श्रेणी से संबंधित आवेदकों या आवेदन शुल्क में छूट के लिए समय-समय पर भारत सरकार द्वारा परिभाषित किसी अन्य श्रेणी के उम्मीदवारों को आवेदन शुल्क के भुगतान से छूट दी जाएगी।

The applicants are required to pay a non-refundable application fee of ₹ 500/- (Rupees five hundred only). However, female applicants, regular employees of IIT Bhubaneswar and the applicants belonging to SC/ST/PwBD/Ex- Servicemen/Transgender category or any other category as defined by the Govt. of India from time to time for exemption of application fee would be exempted from payment of application fee.

3. एक बार भुगतान कर दिया गया आवेदन शुल्क किसी भी परिस्थिति में वापस नहीं किया जाएगा।

Application Fee once paid shall not be refunded under any circumstances.

4. उम्मीदवारों को सूचित किया जाता है कि वे अपने सही और सक्रिय ई-मेल पते को ही ऑनलाइन आवेदन में भरें क्योंकि संस्थान द्वारा सभी पत्र-व्यवहार केवल ई-मेल के माध्यम से किए जाएंगे। परीक्षा/साक्षात्कार समय-सारणी को यथासमय परीक्षार्थियों को उनके पंजीकृत ई-मेल पर ई-मेल किया जाएगा। इस प्रयोजन हेतु कोई अलग पत्र (हार्ड कॉपी) नहीं भेजा जाएगा। इसके अलावा, किसी भी अद्यतन जानकारी, विज्ञापन और परिणामों में बाद के संशोधनों, यदि कोई हो, के लिए कृपया संस्थान की वेबसाइट देखें। परीक्षा के आयोजन, साक्षात्कार के परिणाम, साक्षात्कार या चयन के लिए न बुलाए जाने के कारणों आदि से संबंधित उम्मीदवारों के किसी भी प्रकार के पत्राचार पर विचार नहीं किया जाएगा।

Candidates are advised to fill their correct and active e-mail address in the online application as all correspondence will be made by the Institute through that e-mail address only. Test/Interview schedule will be published on the website and e-mailed to the candidates in their registered e-mail address in due course. No separate letter (Hard copy) will be sent for this purpose. Further, for any updates, subsequent amendments in the advertisement or publication of results, please visit the Institute website regularly. No correspondence whatsoever will be entertained from the candidates regarding conduct of exams, result of interview, reasons for not being called for interview or selection etc.

5. ऑनलाइन आवेदन पत्र में उपलब्ध कराई जा रही सूचना की सत्यता का उत्तरदायित्व आवेदकों का है। ऑनलाइन आवेदन में प्रस्तुत सभी विवरणों को अंतिम माना जाएगा और किसी भी परिवर्तन को स्वीकार नहीं किया जाएगा। एक बार प्रस्तुत किए जाने पर, किसी भी परिस्थिति में आवेदन को परिवर्तित या पुनः प्रस्तुत नहीं किया जा सकता है। इसके अलावा, ऑनलाइन आवेदन में उम्मीदवार द्वारा दर्ज किसी भी डेटा/विवरण में परिवर्तन करने के संबंध में कोई अनुरोध आवेदन के सफलतापूर्वक प्रस्तुत होने के बाद स्वीकार नहीं किया जाएगा। यदि बाद में यह पाया जाता है कि कोई भी जानकारी छिपाई गई है अथवा आवेदन में दी गई कोई भी जानकारी गलत/झूठी है, तो भर्ती प्रक्रिया के किसी भी चरण में उम्मीदवारी/नियुक्ति रद्द/समाप्ति की जा सकती है और यदि नियुक्ति की जा चुकी है, तो बिना किसी सूचना या क्षतिपूर्ति के उसकी सेवाएं बर्खास्त की जा सकती हैं।

In online application form, correctness of information is the responsibility of the applicants. All the details furnished in the online application will be treated as final and no changes shall be entertained. Application once submitted, cannot be altered or resubmitted under any circumstances. Further, no request with respect to making changes in any data/particulars entered by the candidate in the Online Application will be

entertained, once the application is submitted successfully. **If it is found at a later date that any information is suppressed or information given in the application is incorrect / false, the candidature / appointment is liable to be cancelled / terminated at any stage of the recruitment process and if appointed, services will be terminated without any notice or compensation.**

6. इसके अलावा, यह संस्थान शॉर्टलिस्टिंग के चरण में आवेदनों की विस्तृत जांच नहीं करेगा। पात्र और अयोग्य उम्मीदवारों की सूची पूरी तरह से ऑनलाइन आवेदन में प्रस्तुत सूचना के आधार पर तैयार की जाएगी। अतः, उम्मीदवारों को सूचित किया जाता है कि वे ऑनलाइन आवेदन को अत्यंत सावधानी से भरें। संस्थान ऑनलाइन आवेदन पोर्टल में किसी भी गलत और/या अपूर्ण डेटा प्रस्तुत करने के कारण नामांकन अस्वीकार करने के लिए उत्तरदायी नहीं होगा। यदि कोई उम्मीदवार शॉर्टलिस्ट, चयनित या नियुक्ति के लिए प्रस्तावित किया जाता है और बाद में यह पाया जाता है कि उसे गलती से शॉर्टलिस्ट किया गया था, तो संस्थान परिणाम या प्रस्ताव को वापस लेने और अगले पात्र उम्मीदवार को प्रदान करने का अधिकार सुरक्षित रखता है।

Further, the Institute will not undertake detailed scrutiny of applications at the shortlisting stage. The list of eligible and ineligible candidates shall be prepared purely based on the information submitted in the online application. Hence, the candidates are advised to fill the online application with utmost care. The Institute will not be responsible for rejection of candidature due to submission of any wrong and/or incomplete data in the online application portal. In the event that a candidate is shortlisted/selected/offered an appointment and it is subsequently discovered that the candidate was shortlisted erroneously, the Institute reserves the right to withdraw the result/offer and extend it to the next eligible candidate.

7. किसी भी पद के लिए आवेदन करने वाले उम्मीदवारों को यह सुनिश्चित करना चाहिए कि वे संबंधित पद के लिए समस्त पात्रता शर्तों को पूरा करते हैं। चयन प्रक्रिया के किसी भी चरण में उनका प्रवेश पूरी तरह से अनंतिम होगा जो इस बात की पुष्टि करेगा कि वे निर्धारित पात्रता शर्तों को पूरा करते हैं। दर्शाई की गई आवश्यक योग्यता और अनुभव का न्यूनतम होना ही आवेदकों को परीक्षण (णों) और/अथवा व्यक्तिगत साक्षात्कार के लिए बुलाने के लिए पात्र नहीं बनाएगा। यदि विज्ञापन के सापेक्ष प्राप्त आवेदनों की संख्या अधिक है, तो यह संभव नहीं है कि संस्थान सभी आवेदकों के लिए परीक्षण (णों) और/अथवा व्यक्तिगत साक्षात्कार आयोजित करे। ऐसे मामलों में, संस्थान अकादमिक प्रदर्शन और/या योग्यता और/या विज्ञापन में निर्धारित न्यूनतम से अधिक अनुभव के आधार पर परीक्षण (णों) और/या व्यक्तिगत साक्षात्कार के लिए बुलाए जाने वाले आवेदकों की संख्या को एक उचित सीमा तक सीमित कर सकता है। अतः आवेदकों को दस्तावेजी साक्ष्यों के साथ निर्धारित न्यूनतम योग्यता के अलावा (यदि कोई हो) संबंधित क्षेत्र में प्राप्त सभी योग्यता और अनुभव का विवरण प्रस्तुत करना अपेक्षित है।

The candidates applying for any post should ensure that they fulfil all the eligibility conditions for the post. Their admission to any stage of the selection process will be purely provisional subject to confirmation that they satisfy the prescribed eligibility conditions. The prescribed Essential Qualification and Experience indicated are bare minimum; mere possession of the same does not entitle applicants to be called for Test[s] and/or Personal Interview. Where the number of applications received in response to the advertisement is large, it may not be convenient and/or possible for the Institute to conduct test[s] and/or Personal Interview for all the applicants. In such cases, the Institute may restrict the number of applicants to be called for test[s] and/or Personal Interview to a reasonable limit, on the basis of Academic Performance and/or Qualification and/or Experience higher than the minimum prescribed in the advertisement. Therefore, applicants are advised to furnish all qualifications and experiences they possess in the online application with documentary evidence.

8. संस्थान बिना कोई कारण बताए किसी भी समय किसी भी विज्ञापित पद (ओं) को वापस लेने और विज्ञापित पदों में से किसी या सभी को भरने या न भरने का अधिकार रखता है। संस्थान आवेदन की अंतिम तारीख/चयन के दिन तक रिक्ति की स्थिति और संस्थान की आवश्यकता पर विज्ञापित पदों की संख्या में वृद्धि/कमी करने का अधिकार भी रखता है।

The Institute reserves the right to withdraw any advertised post(s) at any time without assigning any reason and also to fill or not to fill any or all the posts advertised. The Institute also reserves the right to increase / decrease the number of the posts advertised depending upon the vacancy status up to the date of final selection and requirement of the Institute.

9. असाधारण रूप से प्रतिभाशाली एवं योग्य उम्मीदवारों के लिए, चयन समिति द्वारा उच्चतर प्रारंभिक वेतन /वेतन (वृद्धि) पर विचार किया जा सकता है।
For the exceptionally good and deserving candidates, a higher starting pay (increment) may be considered by the selection committee.
10. एक से अधिक पदों के लिए आवेदन करने वाले उम्मीदवारों को अलग-अलग आवेदन करना होगा। इसके लिए उन्हें अलग-अलग आवेदन शुल्क भी देना होगा (यथा प्रयोज्य)।
Candidates applying for more than one post should apply in separate application forms. Separate application fees will also be required to be paid (as applicable).
11. पीएसयू/स्वायत्त निकायों के उम्मीदवार जिनका वेतनमान केंद्र सरकार के वेतनमान यानी केंद्रीय महंगाई भत्ता (सीडीए) से भिन्न है को अपने नियोक्ता से वेतनमान समक्ष प्रमाण पत्र जमा करना अपेक्षित है, ऐसा न करने की स्थिति में प्रस्तुत किए गए ऐसी अनुभव पर विचार नहीं किया जाएगा।
The candidates from PSUs/Autonomous bodies with pay scales different from that of Central Govt. Pay Scale i.e. Central Dearness Allowance (CDA) pattern are required to submit pay scale equivalent certificate from their employer, failing which that experience may not be considered.
12. सरकार के अधीन कार्यरत /सार्वजनिक क्षेत्र उपक्रमों के अंतर्गत कार्यरत/स्वायत्त निकायों के अंतर्गत कार्यरत उम्मीदवारों को या तो ऑनलाइन आवेदन पत्र जमा करते समय अपने नियोक्ताओं द्वारा जारी अग्रेषण पत्र या अनापत्ति प्रमाणपत्र (एनओसी) अपलोड करना होगा या उक्त को साक्षात्कार/लिखित परीक्षा/कौशल परीक्षण के समय प्रस्तुत करना अपेक्षित होगा। ऐसा न करने पर उन्हें चयन प्रक्रिया में शामिल होने की अनुमति नहीं दी जाएगी।
Candidates working under Govt. / Public Sector Undertakings / Autonomous Bodies should either upload the Forwarding Letter or No Objection Certificate (NOC), issued by their employers, at the time of online application form submission or produce the same at the time of interview / written test/ skill test, **failing which they will not be allowed to appear in the selection process.**
13. एससी/एसटी/ओबीसी-एनसीएल/पीडब्ल्यूबीडी/भूतपूर्व सैनिक/केंद्र सरकार के कर्मचारियों के लिए आयु में छूट भारत सरकार के नियमों के अनुसार होगी।
Age relaxations for SC/ST/OBC-NCL/PwBD/Ex-Servicemen/Central Government employees will be as per Govt. of India rules.
14. आईआईटी संस्थानों में कार्यरत कर्मचारी, जो अन्यथा शैक्षिक रूप से योग्य हैं, 50 वर्ष तक की आयु में छूट के पात्र होंगे। आईआईटी भुवनेश्वर में काम करने वाले आंतरिक कर्मचारियों के लिए, आयु में छूट आरपीपी मानदंडों के अनुसार होगी।
Employees working under IIT System, who are otherwise educationally qualified would be eligible for age relaxation up to 50 years of age. For internal employees working at IIT Bhubaneswar, the age relaxation will be as per RPP norms.
15. एससी, एसटी और ओबीसी-एनसीएल के लिए आयु में छूट केवल संबंधित श्रेणियों के लिए आरक्षित पदों पर लागू है।
Age relaxation for SC, ST and OBC-NCL is applicable only for the posts reserved for the respective categories.
16. भूतपूर्व सैनिकों की परिभाषा के संबंध में, समय-समय पर संशोधित "भूतपूर्व सैनिक (केंद्रीय सिविल सेवाओं और पदों में पुनर्नियोजन) नियम, 1979" का संदर्भ लिया जा सकता है। किसी भूतपूर्व सैनिक को सरकारी नौकरी में आरक्षण का लाभ केवल एक बार ही प्राप्त करने का अधिकार है; उन्हें इसके बाद किसी अन्य सरकारी नियुक्ति के लिए वही लाभ प्राप्त करने का हक नहीं होगा।
With respect to the definition of Ex-servicemen, "The Ex-Servicemen (Re-employment in Central Civil Services and Posts) Rules, 1979" as modified from time to time may be referred to. An ex-serviceman is eligible to avail reservation benefits for government employment only once; they are not entitled to claim the same benefit for subsequent government employment.

17. पात्रता निर्धारित करने की निर्धार्यक तिथि ऑनलाइन आवेदन प्राप्त करने की अंतिम तिथि होगी।
The crucial date for determining the eligibility shall be the closing date of on-line application.
18. चयन प्रक्रिया के लिए स्क्रीनिंग और परीक्षण का तरीका तय करने का अधिकार संस्थान के पास सुरक्षित है।
The Institute reserves the right to decide the mode of screening and testing for the selection process.
19. संस्थान भारत सरकार की ओर से समय-समय पर जारी किये गये दिशानिर्देशों के अनुसार एससी/एसटी/ओबीसी-एनसीएल/पीडब्ल्यूबीडी/पूर्व सैनिक आदि के उम्मीदवारों के संबंध में आरक्षण नियमों का पालन करता है।
The institute follows the reservation rules with respect to candidates belonging to SC/ST/OBC-NCL/PwBD/Ex – Servicemen etc. as the case may be as per the guidelines of the Govt. of India issued from time to time.
20. न्यूनतम 40% स्थायी दिव्यांगता वाले बेंचमार्क दिव्यांग आरक्षण श्रेणी के अंतर्गत आवेदन करने के पात्र हैं। संबंधित पदों की जानकारी, जिनके लिए दिव्यांगता की श्रेणी और शारीरिक/कार्यात्मक आवश्यकताएँ निर्धारित की गई हैं, संदर्भ के लिए नीचे दी गई हैं:
The persons with Benchmark Disabilities (PwBD) with minimum 40% permanent disability are eligible to apply under the reservation category.
21. उम्मीदवारों को सत्यापन के लिए परीक्षण/साक्षात्कार में उपस्थित होने के समय मूल दस्तावेज प्रस्तुत करने होंगे।
Candidates have to produce the original documents at the time of appearing in Test/Interview for verification.
22. संस्थान एक कार्यबल बनाने का प्रयास करता है, जो लिंग संतुलन को दर्शाता है और तथा महिला उम्मीदवारों को आवेदन करने के लिए प्रोत्साहित किया जाता है।
The Institute strives to have a workforce, which reflects gender balance and women candidates are encouraged to apply.
23. चयन प्रक्रिया के दौरान अनजाने में हुई किसी गलती के मामले में, जिसका पता नियुक्ति प्रस्ताव जारी होने के बाद या नियुक्ति के बाद भी किसी भी स्तर पर लगाया जा सकता है तो संस्थान के पास उम्मीदवारों को किए गए किसी भी संचार को वापस लेने/रद्द करने/संशोधित करने का अधिकार सुरक्षित है।
In case of any inadvertent mistake in the process of selection, which may be detected at any stage even after the issue of offer of appointment or joining, the Institute reserves the right to withdraw/cancel/modify any communication made to the candidates.
24. भर्ती प्रक्रिया से संबंधित कोई भी विवाद उन न्यायालयों के अधीन होगा जिनके अधिकार-क्षेत्र में कटक और भुवनेश्वर आते हैं।
Any dispute with regard to the recruitment process shall be subject to the Courts having jurisdiction at Cuttack and Bhubaneswar.
25. चयन की प्रक्रिया में होने वाले किसी भी विवाद/अस्पष्टता से संबंधित मामले सहित पात्रता, आवेदनों की स्वीकृति या अस्वीकृति, चयन का तरीका, परीक्षा/साक्षात्कार के संचालन से संबंधित सभी मामलों में निदेशक आईआईटी भुवनेश्वर का निर्णय अंतिम होगा और इस संबंध में किसी भी व्यक्ति के प्रश्न या पत्राचार पर विचार नहीं किया जाएगा।
In case of any dispute/ambiguity that may occur in the process of selection, the decision of the Director, IIT Bhubaneswar in all matters relating to eligibility, acceptance or rejection of applications, mode of selection, conduct of examination/ interview will be final and no query or correspondence in this connection from any individual will be entertained.

26. आर्थिक रूप से कमजोर वर्गों (ईडब्ल्यूएस) के लिए आरक्षण, भारत सरकार की अधिसूचना संख्या 36039/1/2019-स्था (Res) दिनांक 19.01.2019 और 31.01.2019 के तहत दिया जाएगा। ईडब्ल्यूएस के लिए आरक्षित रिक्तियों के लिए आवेदन करने वाले उम्मीदवारों को ऑनलाइन आवेदन के समय वर्ष 2025-26 के लिए वैध आय और संपत्ति प्रमाण पत्र अपलोड करना होगा। ओबीसी-एनसीएल के लिए दावा करने वाले उम्मीदवारों को तदनुसार एक वैध ओबीसी-एनसीएल प्रमाणपत्र अपलोड करना चाहिए। 1 अप्रैल 2025 को या उसके बाद जारी किया गया ओबीसी-एनसीएल प्रमाणपत्र ही इस उद्देश्य के लिए वैध प्रमाणपत्र माना जाएगा। इसके अलावा, इन उम्मीदवारों को दस्तावेज़ सत्यापन के दौरान वैध ईडब्ल्यूएस/ओबीसी-एनसीएल प्रमाणपत्र भी प्रस्तुत करना आवश्यक है। इन शर्तों में विफल रहने पर, ईडब्ल्यूएस/ओबीसी-एनसीएल के तहत आरक्षित स्थिति के लिए उनके दावे पर विचार नहीं किया जाएगा और ऐसे उम्मीदवारों की उम्मीदवारी/आवेदन, यदि सामान्य (अनारक्षित) श्रेणी के लिए निर्धारित सभी पात्रता शर्तों को पूरा करती है तो ऐसे उम्मीदवारों को सामान्य (यूआर) श्रेणी के तहत विचार किया जाएगा जो यूआर श्रेणी में रिक्तियों की उपलब्धता के अधीन हैं। जाति/श्रेणी प्रमाणपत्र केंद्र सरकार के निर्धारित प्रारूप के अनुसार प्रस्तुत किया जाना चाहिए। अनुसूचित जाति-जनजाति, अन्य पिछड़ा वर्ग और आर्थिक रूप से कमजोर वर्ग के लिए आरक्षण केवल तभी लागू होगा जब संबंधित जाति केंद्र सूची में शामिल हो, जिसे सामाजिक न्याय एवं सशक्तिकरण मंत्रालय द्वारा अधिसूचित किया गया हो। (ओबीसी-एनसीएल/ईडब्ल्यूएस प्रमाणपत्रों के लिए निर्धारित प्रारूप परिशिष्ट-I एवं परिशिष्ट-II में देखें)

Reservation for Economically Weaker Sections (EWS), as per Govt. of India notification No. 36039/1/2019-Estt (Res) dated 19.01.2019 & 31.01.2019. The candidates applying against the vacancies reserved for EWS must upload the **Income and Asset Certificate valid for the year 2025-26** at the time of online application. The candidates claiming for OBC-NCL should upload a valid OBC-NCL certificate accordingly. **The OBC-NCL certificate issued on or after 1st April 2025 shall be treated as a valid certificate** for this purpose. Further, these candidates are also required to produce the valid EWS/OBC-NCL Certificates during document verification. Failing in these stipulations, their claim for reserved status under EWS/OBC-NCL will not be entertained and the candidature / application of such candidates, if fulfilling all the eligibility conditions prescribed for Un-reserved (UR) category, will be considered under UR vacancies only **subject to availability of vacancies in UR category**. The caste/category certificate should be submitted as per the Central Govt. format. The candidates claiming for OBC-NCL, SC and ST should note that reservation will be applicable only if the caste is available in the Central List notified by the Ministry of Social Justice and Empowerment, Govt. of India. (Refer [Appendix-I](#) and [Appendix-II](#) for prescribed formats for OBC-NCL/EWS certificates)

27. एससी/एसटी/ओबीसी-एनसीएल/ईडब्ल्यूएस से संबंधित उम्मीदवार जो अपेक्षित शैक्षिक योग्यता/तकनीकी/व्यावसायिक योग्यता पूरी करते हैं, वे भी यूआर रिक्तियों के लिए आवेदन कर सकते हैं। तथापि, उन्हें UR उम्मीदवारों के साथ प्रतिस्पर्धा करनी होगी और वे आयु में छूट सहित किसी भी प्रकार की छूट के लिए पात्र नहीं होंगे। तथापि, आवेदकों को आवेदन में अपने वास्तविक समुदाय का उल्लेख करना होगा।

Candidates belonging to SC/ST/OBC-NCL/EWS who fulfil required educational qualification/Technical/Professional qualifications can also apply against UR vacancies. They will however, have to compete with the UR candidates and will not be eligible for any relaxation including age relaxation. However, candidates have to indicate their actual community in the application.

28. इस नोटिस के लिए ऑनलाइन आवेदन की अंतिम तिथि को ही समुदाय/ईडब्ल्यूएस की स्थिति पर आरक्षण लाभ प्राप्त करने के लिए विचार में लिया जाएगा तथा उसके बाद उम्मीदवार द्वारा समुदाय/ईडब्ल्यूएस स्थिति में बदलाव के किसी भी अनुरोध पर विचार नहीं किया जाएगा।

Community/EWS status as on the closing date for ONLINE application for this notice shall only be considered for availing reservation benefits if eligible and any request for change in the community/EWS status of the candidate thereafter shall not be entertained.

29. संबंधित किसी भी पद के लिए यथा आवश्यक समस्त अनुभव पूर्णकालिक आधार पर ही होने चाहिए।

All experiences wherever applicable shall be on a full time basis.

30. अनुभव के समर्थन में प्रमाणपत्र उचित प्रारूप में होना चाहिए, अर्थात् यह संगठन के लेटरहेड पर होना चाहिए और इसमें जारी करने की तिथि, कार्य की विशिष्ट अवधि, वेतन/वेतन स्तर, कार्य का स्वभाव, जारी करने वाले प्राधिकारी का नाम और पदनाम, उनके हस्ताक्षर और मोहर आदि शामिल होने चाहिए। (संदर्भ: परिशिष्ट-III)

Certificate in support of experience should be in proper format i.e. it should be on the organization's letterhead and contains date of issue, specific period of work, salary/pay level, nature of work, name and designation of the issuing authority along with their signature and stamp etc. (Refer [Appendix-III](#))

31. इस विज्ञापन के हिंदी संस्करण की व्याख्या में किसी भी अस्पष्टता के मामले में, अंग्रेजी संस्करण ही मान्य होगा।

In case of any ambiguity in the interpretation of the Hindi version of this advertisement, the English version shall prevail.

32. ऑनलाइन आवेदन पत्र में विवरण भरने और चयन परीक्षा के विभिन्न घटकों (जैसा लागू हो) आयोजित करने का माध्यम केवल अंग्रेजी होगा।

The medium for filling the details in the online application form and also for conducting various components of the selection test (as applicable) shall be in English.

आवेदन करने के लिए कृपया निम्नलिखित यूआरएल का प्रयोग करें :

Please visit the following URL for filling the online application:

<https://www.iitbbs.ac.in/index.php/home/jobs/non-teaching-jobs/>

ऑनलाइन आवेदन प्रस्तुत करते समय आने वाली किसी भी समस्या का निवारण अनुरोध info.recruitment@iitbbs.ac.in पर भेजा जा सकता है।

Any difficulties relating to submission of online application may be sent to info.recruitment@iitbbs.ac.in.

Sd/-

कलसचिव/**Registrar**
IIT Bhubaneswar

**(FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES (NCL)*
APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA)**

This is to certify that Shri/Smt./Kumari _____ son/daughter of _____ of _____ village/town in District/Division _____ in the State / Union Territory _____ belongs to the _____ Community which is recognized as a backward class under the Government of India, Ministry of Social Justice and Empowerment's Resolution No. _____ dated _____**.

Shri/Smt./Kumari _____ and/or his/her family ordinarily reside(s) in the _____ District/Division of the _____ State/Union Territory. This is also to certify that **he/she does not belong to the persons/sections (Creamy Layer)** mentioned in Column 3 of the Schedule to the Government of India, Department of Personnel & Training O.M. No. 36012/22/93-Estt (SCT) dated 08.09.1993***.

District Magistrate/
Deputy Commissioner/
Any other Competent Authority

Dated:

Seal:

*Visit <http://www.ncbc.nic.in> for latest guidelines and updates on the Central List of State-wise OBCs.

**The authority issuing the certificate may have to mention the details of the Resolution of Government of India, in which the caste of the candidate is mentioned as OBC.

***As amended from time to time.

Note:

- a. The term "Ordinarily" used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.
- b. The authorities competent to issue Caste Certificates are indicated below:
 - i. District Magistrate/ Additional Magistrate/ Collector/ Deputy Commissioner/ Additional Deputy Commissioner/ Deputy Collector/ Ist Class Stipendiary Magistrate/ Sub-Divisional magistrate/ Taluka Magistrate/ Executive Magistrate/ Extra Assistant Commissioner (not below the rank of Ist Class Stipendiary Magistrate).
 - ii. Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate.
 - iii. Revenue Officer not below the rank of Tehsildar' and Sub-Divisional Officer of the area where the candidate and/or his family resides.
 - iv. Certificate issued by any other authority will be rejected

Government of
(Name and Address of the Authority Issuing the Certificate)

(INCOME AND ASSET CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS)

Certificate No. _____

Date: _____

VALID FOR THE YEAR_____

1. This is to certify that Shri/Smt./Kumari _____ son/daughter/wife of _____, permanent resident of _____, Village/Street _____ Post Office _____ District _____ in the State/Union Territory _____ Pin Code _____, whose photograph is attested below, belongs to Economically Weaker Sections, since the gross annual income* of his/her "family"** is below Rs. 8 lakh (Rupees Eight Lakh only) for the financial year _____. His/Her family does not own or possess any of the following assets***:
- I. 5 acres of agricultural land and above;
 - II. Residential flat of 1000 sq. ft. and above;
 - III. Residential plot of 100 sq. yards and above in notified municipalities;
 - IV. Residential plot of 200 sq. yards and above in areas other than the notified municipalities.
2. Shri/Smt./Kumari _____ belongs to the _____ caste which is not recognized as a Scheduled Caste, Scheduled Tribe and Other Backward Classes (Central List).

Recent Passport
size
attested
photograph
of the applicant

Signature with seal of Officer _____

Name _____

Designation _____

***Note1:** Income covered all sources i.e. salary, agricultural, business, profession, etc.

****Note2:** The term "Family" for this purpose includes the person, who seeks benefit of reservation, his/her parents are siblings below the age of 18 years as also his/her spouse and children below the age of 18 years.

*****Note3:** The property held by a "Family" in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.

The authorities competent to issue EWS Certificates are indicated below:

- i. District Magistrate/ Additional Magistrate/ Collector/ Deputy Commissioner/ Additional Deputy Commissioner/ Deputy Collector/ 1st Class Stipendiary Magistrate/ Sub-Divisional Magistrate/ Taluka Magistrate/ Executive Magistrate/ Extra Assistant Commissioner (not below the rank of 1st Class Stipendiary Magistrate).
- ii. Chief Presidency Magistrate/ Additional Chief Presidency Magistrate/ Presidency Magistrate.
- iii. Revenue Officer not below the rank of Tehsildar.
- iv. Sub-Divisional Officer of the area where the candidate and/or his/her family resides.

(To be issued in Letter Head of the Institution/Issuing Authority)

Experience Certificate

This is to certify that Shri/Ms. _____ is/was an employee of _____ Organization/Department/Ministry) and duties performed by him/her during the period are as under:

Details of experience (please indicate the latest first, add row if necessary)

Sl. No.	Post held	From (dd/mm/yyyy)	To (dd/mm/yyyy)	Nature of appointment (permanent/temporary/Part-time/contract)	Pay level/Scale	Last basic pay drawn	Duties performed / experience gained in brief in each post (max. 50 words)
1	2	3	4	5	6	7	8

It is certified that above facts and figures are true and based on service records available in our organization/ Department/ Ministry.

Dated:

Signature

(Name & Designation of the Competent Authority with seal)