



# INDIAN INSTITUTE OF INFORMATION TECHNOLOGY ALLAHABAD

## ESTABLISHMENT SECTION

### INTERNAL PROMOTIONAL VACANCIES IN ADMINISTRATIVE CADRE

#### Advt. No. Estt./Prom-Recruit/Non-Teaching/Reg-02/2018

IIIT Allahabad is an Institute of national importance declared under the act of Parliament to provide for Education and Research in various branches of Engineering, Technology & Management studies. The Institute is in search of suitable internal candidates for appointment on the following promotional posts:

Sl. No.	Name of the Post (s)	Total no. of Promotional Vacancies	Pay Matrix Level as per 7 <sup>th</sup> CPC
1	Junior Superintendent	02	6
<b>Total Posts</b>		<b>02</b>	

<b>Maximum Age Limit (Group/Post-wise)</b>	<b>'B'</b>	Sl. No. 1	No AGE Bar
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#### Mode of Appointments:

Sl. No. 1 - Permanent

The essential qualification and experience for the above post as per serial number, are as under:

Post : Junior Superintendent [02-Positions]		
1	Essential Qualification with Experience	Bachelor's Degree with 06 years of experience as Senior Assistant in Level 5 as per 7 <sup>th</sup> CPC or equivalent.

### GENERAL INSTRUCTIONS TO THE CANDIDATES

- (a) The Institute reserves its right to place a reasonable limit by putting a certain criteria on the total number of candidates to be called for written test / interview.  
(b) Merely fulfillment of qualifications does not entitle a candidate to be called for test or interview.  
(c) The Institute reserves the right not to fill up the posts, cancel the Advt. in whole or in part without assigning any reason and its decision in this regard shall be final.
- Candidates must ensure before applying that they are eligible according to the criteria stipulated in the advertisement. If the candidate is found ineligible at any stage of recruitment process, he/she will be disqualified and their candidature will be cancelled. Hiding of information or submitting false information will lead to cancellation of candidature at any stage of recruitment. The Institute reserves the right to reject any application without assigning any reason whatsoever.
- The Institute reserves the right to assign/ transfer the selected candidates to any section/department within the Institute.
- The Institute reserves the right to relax any of the qualifications / experience in exceptional cases.
- The date of determining the eligibility of all candidates in every respect shall be the normal **closing date of Advertisement.**
- The selection criteria will be decided by the selection committee, which will be informed to the candidates in advance.
- (a) Internal correspondence will not be entertained or replied to.  
(b) Any attempt to influence will lead to disqualification of candidature.
- (a) The candidates are required to fill the enclosed form and attach all the relevant documents along with the application form. (Please do not say all the documents are available in my personal records).  
(b) The completed application along with all relevant supporting documents duly self attested must be sent to Deputy Registrar (Estt.), Establishment Section, IIIT Allahabad on or before **October 26, 2018 till 05:00 pm** by hand. The envelope containing complete application should be superscribed as "Application for the post of ...."

(c) Incomplete applications or without relevant supporting enclosures or if received after closing date, i.e.

**October 26, 2018 till 05:00 pm**, will be summarily rejected.

9. In case of any dispute/ambiguity that may occur in the process of selection, decision of the Director, IIIT Allahabad, shall be final.
10. Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement and / or an application in response thereto can be instituted only in Allahabad and courts/tribunals/forums at Allahabad only shall have sole and exclusive jurisdiction to try and such cause / dispute.

**No. Estt./Prom-Recruit/Non-Teaching/Reg-02/2018/.....**

**Date: October 11, 2018**

**Copy forwarded to:**

- (a) Directorate
- (b) Registrar (Acting), IIITA
- (c) All HoDs / Deans
- (d) Notice Board / Institute Website.

**Dy. Registrar (Estt.)**



12. Employment: [particular of your past position (s)]

Employer	Position held	Date of Joining	Date Leaving	Pay with Scale of pay

Certified that the information furnished above are correct to the best of my knowledge. In the event, any information found to be incorrect, my candidature should be cancelled be it at any stage.

Date:.....

Signature of Applicant

Forwarded by Head/Section In-charge

Completed application *duly forwarded by Head/Section in-charge* should be submitted to the following on or before October 26, 2018.

Deputy Registrar (Estt.)  
IIIT Allahabad