INDIAN INSTITUTE OF INFORMATION TECHNOLOGY ALLAHABAD

ESTABLISHMENT SECTION

INTERNAL PROMOTIONAL VACANCY IN ADMINISTRATIVE & TECHNICAL CADRE

Advt. No.: Estt./PR-NT/03/2026 **Date: November 19, 2026**

IIIT Allahabad is an Institute of national importance declared under the act of Parliament to provide for Education and Research in IT focused and allied branches of Engineering, Technology, Applied Sciences & Management Studies. The Institute is in search of suitable Internal candidate for appointment on the following posts:

Sl. No.	Name of the Post	Total no. of Promotional Vacancy	Category	Pay Matrix Level as per 7th CPC
1	Deputy Registrar	01	UR	Level-12
2	Technical Officer (SS)	01	UR	Level-11
	Total Post	**02**		

Maximum Age Limit (Group/Post-wise)	**'A'**	Sl. No. 1 -2	Age limit prescribed for the posts not applicable for regular employees of IIIT Allahabad.

Mode of Appointments: Sl. No. 1-2 : The posts are to be filed on promotional basis

The essential qualification and experience for the above post is as under:

1	**Post : Deputy Registrar [01-Position]**	
	Essential Qualification with Experience	08 years administrative experience as Assistant Registrar in PB-3 with GP Rs. 5400 / or Pay Matrix Level-10 as per 7th CPC.
2	**Post : Technical Officer(SS)[01-Position]**	
	Essential Qualification with Experience	B.E./B.Tech./M.Sc./MCA with 08 years of experience as Technical Officer in PB-3 with GP-5400 (Pay Matrix Level -10 as per 7th CPC)

GENERAL INSTRUCTIONS TO THE CANDIDATES

1. Candidates must ensure that they possess the essential qualifications and experience stipulated in the advertisement before applying.
2. Mere fulfillment of the stated qualifications does not automatically entitle a candidate to be called for written test (if applicable)/presentation-cum-interview. Candidates are expected to provide all relevant details of qualifications and experience with supporting documents.
3. If a candidate is found ineligible at any stage of the recruitment process, he/she shall be disqualified and their candidature will be cancelled forthwith. Hiding of information or submission of false/misleading information shall lead to cancellation of candidature at any stage of recruitment.
4. The Institute reserves the right to reject any application without assigning any reason whatsoever.
5. Applications received in response to this advertisement will be scrutinized and only scrutiny-cleared applicants will be called for the selection process.
6. Candidates belonging to SC/ST and OBC-NCL categories are required to attach attested copies of their Caste Certificate in the format prescribed by the Government of India with their application.
7. Preference will be given to Persons with Disabilities (PwD), even where specific reservation is not indicated in the vacancy table, provided suitable PwD candidates are available and meet the prescribed eligibility criteria.
8. The Institute reserves the right to assign/transfer the selected candidate to any section, department, or office within the Institute as per administrative requirements.
9. The date of determining the eligibility of all candidates in every respect shall be the normal closing date of the advertisement (December 10, 2026, 05:00 PM).
10. The final selection shall be based on the candidate's performance in the written test (if applicable) and presentation-cum-interview, along with their overall qualifications and experience.
11. The screening and selection criteria shall be as per RPN & Prevailing practice followed for promotional recruitment.

12. Internal correspondence or representations will not be entertained or replied to. Any attempt to influence the selection process shall lead to immediate disqualification of candidature.
13. Candidates are required to complete the enclosed application form and attach all relevant, self-attested supporting documents.
14. The complete application, along with all relevant supporting documents (duly self-attested), must be submitted by hand to the **Deputy Registrar (Estt.), Establishment Section, Admin. Extension Block-I, West Wing, IIIT Allahabad** on or before **December 10, 2026, till 05:00 PM**. The envelope containing the complete application should be superscribed with Application for the post of "_____"(as applicable) (Promotional Vacancy) – Advt. No.: Estt./PR-NT/03/2026 dated 19.11.2026".
15. Incomplete applications, applications without relevant supporting documents, or applications received after the closing date and time shall be summarily rejected. The Institute shall not entertain any request for extension or late submission.
16. After submission, the applicant should retain a copy of the submitted application for their records.
17. In case of any dispute, ambiguity, or claim arising out of this advertisement or the selection process, the decision of the Director, IIIT Allahabad shall be final and binding on all parties.
18. Any legal proceedings in respect of any matter, claim, or dispute arising out of this advertisement and/or an application in response thereto can be instituted only in Prayagraj, and the courts/tribunals/forums at Prayagraj shall have sole and exclusive jurisdiction to try such cause/dispute.

Advt. No.: Estt./PR-NT/03/2026 **Date: November 19, 2026**

Copy forwarded to:

(a) Director-For kind information please.
(b) Registrar-For kind information please.
(c) All HoDs / Deans
(d) Notice Board / Institute Website

Deputy Registrar (Estt.)

Indian Institute of Information Technology Allahabad

An Institute of National Importance by Act of Parliament
Deoghat Jhalwa, Prayagraj-211015 (U.P.) INDIA

Ph.: 0532-2922025, 2922067, Fax : 0532-2430006, Web : www.iiita.ac.in, E-mail : contact@iiita.ac.in

(Application for IIIT-A Non-Teaching Employees)

Advertisement No.:_____

Post Applied for

1. Name in Full

2. Marital Status: Married/ Unmarried

3. Name of Father/Husband:

4. Address:

(i) Present

(ii) Permanent

E-mail	
Telephone / Mobile	Office: Residence:

5. Date of Birth

Day Month Year

6. Nationality:

7.Date of Joining at IIIT-Allahabad :…….

8.Date of Joining in present Designation:……..

9.Whether upgraded under MACP:…….....if Yes; date of up-gradation under MACP and grade:_____

10. Tick-mark for category in the appropriate box

(Please attach necessary caste certificate issued by an authorized officer only.)

SC ST OBC GEN PH

11. Academic Record starting with secondary education (Please attach Xerox copies of Degree Certificate)

Examination	Branch/ Specialization	College/University /Institute	Year	Percentage /Grade	Class/ Division

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 due date and time.

Deputy Registrar (Estt.)
IIIT Allahabad