



भारतीय सूचना प्रौद्योगिकी संस्थान, इलाहाबाद Indian Institute of Information Technology, Allahabad

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

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Ref. No.: IIIT-A/SP/UC/1987/2934/2026

Date: 15/09/2026

CORRIGENDUM-I

NOTICE INVITING TENDER (NIT) FOR PROVIDING MANPOWER SERVICE AT IIIT-A ON OUTSOURCING BASIS

REF: IIIT-A/SP/NIT/1987/2879/2026 Dated 25.08.2026

With reference to the Tender No. IIIT-A/SP/NIT/1987/2879/2026 dated 25.08.2026 for "Providing Manpower Service at IIIT-A on outsourcing basis", the following clarifications/corrections are hereby communicated for information and compliance by all prospective bidders:

- 1. Estimated Cost:** The estimated cost indicated in the BOQ is exclusive of EPF, ESIC, Service charges and applicable taxes.
- 2. GST:** GST, as applicable, shall be paid on actual basis. The applicable GST percentage levied on the subtotal shall be reimbursed by the Institute upon submission of a valid tax invoice, as per applicable rules.
- 3. Gratuity:** The Institute shall reimburse the gratuity liability to the Agency as per the provisions of the Payment of Gratuity Act, 1972, subject to fulfillment of the applicable statutory/legal requirements under Indian Labour Laws.
- 4. Amendment in Pre-Qualification/Eligibility Criterion – Local Office in Uttar Pradesh:** The provision in the Tender Document requiring the bidder to have its Head Office or Branch Office located in the State of Uttar Pradesh for at least the last five (05) years as on the date of submission of the bid shall be read as follows:

“The bidder shall have operated a Head Office or Branch Office within the State of Uttar Pradesh continuously for not less than one (01) year immediately preceding the last date of bid submission.”

- 5. Inclusion of Annexure-A:** As per the Tender Document (Page 6 of 47), Annexure-A, which was inadvertently left out from the published tender document, is hereby attached and shall form an integral

part of the Tender Document. Accordingly, all prospective bidders are requested to take note of the enclosed Annexure-A and submit their bids in accordance with the complete Tender Document, including the said Annexure.

6. Deletion of Group Insurance Clause: The provision under Clause 4.15 – “Group Insurance” at Page No. 11 of 47 of the Tender Document shall stand deleted.

Accordingly, Clause 4.15 – *Group Insurance* shall not form part of the Tender Document and the bidders are not required to comply with the said clause.

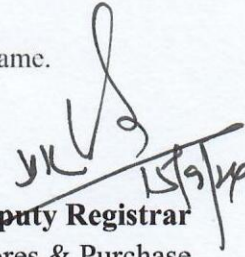
7. Correction in Marks – Clause 11(i): At Page 27 of 47 of the Tender Document, Clause 11(i) – “Interaction with Selection Committee”, the marks have inadvertently been mentioned as 30 marks due to a typographical error. The correct marks shall be 25 marks.

Accordingly, “30 Marks” shall be read as “25 Marks” under Clause 11(i) – *Interaction with Selection Committee*.

8. Extension of Bid Submission and Opening Date: In view of the above clarifications/corrections and issuance of this Corrigendum, the last date and time for submission of bids and the date and time for end date of submission of bids are hereby extended by 07 days, i.e. up to 22.09.2026 04:00 PM, as per the revised schedule to be indicated on the CPP Portal.

Other Terms & Conditions

All other provisions, terms, and conditions of the original tender document shall remain same.


Deputy Registrar
Stores & Purchase
IIIT-Allahabad

Nomenclatures/ List of Profiles	Total Manpower Resource to be Hired/ Required	Minimum Eligibility	Responsibilities
Clinical Psychologist	1	Type of Function: Healthcare EQ: Graduation in Psychology PG: Master Degree in Psychology Specialization: Clinical Psychotherapy Experience: 0-3 Years	To assesses, diagnoses, and treats complex mental, emotional, and behavioral disorders to improve client well-being. Utilize evidence-based therapies, psychological testing, and research to support individuals, families, or groups and rarely prescribe medication, focusing instead on therapeutic intervention.
Coach (Swimming)	1	Type of Function: Admin EQ: Graduate PG: Desirable Specialization: Bachelor of Physical Education and Certificate in Swimming Experience: 0-3 Years	Responsible to train individuals or teams the swimming techniques, safety, and conditioning, ranging from beginner lessons to competitive training. Also plans and conducts fitness activities, sports, and, for educational settings, physical education (PE) classes to improve health, fitness, and discipline.
Head Coach (Swimming)	1	Type of Function: Admin EQ: Graduate PG: Desirable Specialization: Bachelor of Physical Education and Certificate in Swimming Experience: 4-6 Years	Responsible for unit supervision and to train individuals or teams the swimming techniques, safety, and conditioning, ranging from beginner lessons to competitive training. Also plans and conducts fitness activities, sports, and, for educational settings, physical education (PE) classes to improve health, fitness, and discipline.
Junior Assistant	3	Type of Function: Admin EQ: Graduate PG: Desirable Specialization: As per requirement Experience: 0-3 Years	Responsible for supporting daily office operations, including data entry, filing, typing, correspondence, maintenance, and record-keeping of the section attached to and assisting the senior staff or the reporting officer.
Junior Assistant	1	Type of Function: Admin EQ: Graduate PG: Desirable Specialization: As per requirement Experience: 0-3 Years	Responsible for supporting daily office operations, including data entry, filing, typing, correspondence, maintenance, and record-keeping of the section attached to and assisting the senior staff or the reporting officer.
Junior Assistant	4	Type of Function: Admin EQ: Graduate PG: Desirable Specialization: As per requirement Experience: 0-3 Years	Responsible for supporting daily office operations, including data entry, filing, typing, correspondence, maintenance, and record-keeping of the section attached to and assisting the senior staff or the reporting officer.
Junior Assistant	4	Type of Function: Admin EQ: Graduate PG: Desirable Specialization: As per requirement Experience: 0-3 Years	Responsible for supporting daily office operations, including data entry, filing, typing, correspondence, maintenance, and record-keeping of the section attached to and assisting the senior staff or the reporting officer.
Junior Assistant	1	Type of Function: Admin EQ: Graduate PG: Desirable Specialization: As per requirement Experience: 0-3 Years	Responsible for supporting daily office operations, including data entry, filing, typing, correspondence, maintenance, and record-keeping of the section attached to and assisting the senior staff or the reporting officer.
Junior Assistant	1	Type of Function: Admin EQ: Graduate PG: Desirable Specialization: As per requirement Experience: 0-3 Years	Responsible for supporting daily office operations, including data entry, filing, typing, correspondence, maintenance, and record-keeping of the section attached to and assisting the senior staff or the reporting officer.
Junior Assistant	1	Type of Function: Admin EQ: Graduate PG: Desirable Specialization: As per requirement Experience: 0-3 Years	Responsible for supporting daily office operations, including data entry, filing, typing, correspondence, maintenance, and record-keeping of the section attached to and assisting the senior staff or the reporting officer.
Junior Assistant	1	Type of Function: Admin EQ: Graduate PG: Desirable Specialization: As per requirement Experience: 0-3 Years	Responsible for supporting daily office operations, including data entry, filing, typing, correspondence, maintenance, and record-keeping of the section attached to and assisting the senior staff or the reporting officer.
Junior Assistant	1	Type of Function: Admin EQ: Graduate PG: Desirable Specialization: As per requirement Experience: 0-3 Years	Responsible for supporting daily office operations, including data entry, filing, typing, correspondence, maintenance, and record-keeping of the section attached to and assisting the senior staff or the reporting officer.
Junior Assistant	2	Type of Function: Admin EQ: Graduate PG: Desirable Specialization: As per requirement Experience: 0-3 Years	Responsible for supporting daily office operations, including data entry, filing, typing, correspondence, maintenance, and record-keeping of the section attached to and assisting the senior staff or the reporting officer.
Junior Assistant	2	Type of Function: Admin EQ: Graduate PG: Desirable Specialization: As per requirement Experience: 4-6 Years	Responsible for supporting daily office operations, including data entry, filing, typing, correspondence, maintenance, and record-keeping of the section attached to and assisting the senior staff or the reporting officer.
Junior Assistant	1	Type of Function: Admin EQ: Graduate PG: Desirable Specialization: As per requirement Experience: 4-6 Years	Responsible for supporting daily office operations, including data entry, filing, typing, correspondence, maintenance, and record-keeping of the section attached to and assisting the senior staff or the reporting officer.
Junior Assistant	1	Type of Function: Admin EQ: Graduate PG: Desirable Specialization: As per requirement Experience: 4-6 Years	Responsible for supporting daily office operations, including data entry, filing, typing, correspondence, maintenance, and record-keeping of the section attached to and assisting the senior staff or the reporting officer.
Junior Assistant	1	Type of Function: Admin EQ: Graduate PG: Desirable Specialization: As per requirement Experience: 4-6 Years	Responsible for supporting daily office operations, including data entry, filing, typing, correspondence, maintenance, and record-keeping of the section attached to and assisting the senior staff or the reporting officer.
Junior Assistant	1	Type of Function: Admin EQ: Graduate PG: Desirable Specialization: As per requirement Experience: 4-6 Years	Responsible for supporting daily office operations, including data entry, filing, typing, correspondence, maintenance, and record-keeping of the section attached to and assisting the senior staff or the reporting officer.
Junior Assistant	1	Type of Function: Admin EQ: Graduate PG: Desirable Specialization: As per requirement Experience: 4-6 Years	Responsible for supporting daily office operations, including data entry, filing, typing, correspondence, maintenance, and record-keeping of the section attached to and assisting the senior staff or the reporting officer.
Junior Assistant	1	Type of Function: Admin EQ: Graduate PG: Desirable Specialization: As per requirement Experience: 4-6 Years	Responsible for supporting daily office operations, including data entry, filing, typing, correspondence, maintenance, and record-keeping of the section attached to and assisting the senior staff or the reporting officer.
Junior Assistant	1	Type of Function: Admin EQ: Graduate PG: Desirable Specialization: As per requirement Experience: 4-6 Years	Responsible for supporting daily office operations, including data entry, filing, typing, correspondence, maintenance, and record-keeping of the section attached to and assisting the senior staff or the reporting officer.

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**On Fixed
Remuneration**

Junior Assistant	1	Experience: 4-6 Years	correspondence, maintenance, and record-keeping of the section attached to and assisting the senior staff or the reporting officer.
Junior Assistant	1	Type of Function: Admin EQ: Graduate PG: Desirable Specialization: As per requirement Experience: 7-9 Years	Responsible for supporting daily office operations, including data entry, filing, typing, correspondence, maintenance, and record-keeping of the section attached to and assisting the senior staff or the reporting officer.
Junior Assistant	2	Type of Function: Admin EQ: Graduate PG: Desirable Specialization: As per requirement Experience: 7-9 Years	Responsible for supporting daily office operations, including data entry, filing, typing, correspondence, maintenance, and record-keeping of the section attached to and assisting the senior staff or the reporting officer.
Junior Assistant	1	Type of Function: Admin EQ: Graduate PG: Desirable Specialization: As per requirement Experience: 7-9 Years	Responsible for supporting daily office operations, including data entry, filing, typing, correspondence, maintenance, and record-keeping of the section attached to and assisting the senior staff or the reporting officer.
Junior Assistant	1	Type of Function: Admin EQ: Graduate PG: Desirable Specialization: As per requirement Experience: 7-9 Years	Responsible for supporting daily office operations, including data entry, filing, typing, correspondence, maintenance, and record-keeping of the section attached to and assisting the senior staff or the reporting officer.
Junior Assistant	1	Type of Function: Admin EQ: Graduate PG: Desirable Specialization: As per requirement Experience: 10-15 Years	Responsible for supporting daily office operations, including data entry, filing, typing, correspondence, maintenance, and record-keeping of the section attached to and assisting the senior staff or the reporting officer.
Junior Assistant	1	Type of Function: Admin EQ: Graduate PG: Desirable Specialization: As per requirement Experience: 10-15 Years	Responsible for supporting daily office operations, including data entry, filing, typing, correspondence, maintenance, and record-keeping of the section attached to and assisting the senior staff or the reporting officer.
Junior Assistant (Hindi Cell)	1	Type of Function: Admin Experience: 4-6 Years EQ: Graduate PG: n. a. Specialization for PG: n. a. Specialization: Any Graduate	Responsible for supporting daily office operations, including data entry, filing, typing, correspondence, maintenance, and record-keeping of the section attached to and assisting the senior staff or the reporting officer.
Junior Assistant (Legal)	1	Type of Function: Admin Experience: 0-3 Years EQ: Graduate PG: n. a. Specialization for PG: n. a. Specialization: Any Law Graduate	Responsible for coordinating the provision of legal services as directed by the Legal Counsel. Also, to support the coordination of agency legal services by preparing relevant legal documentation and correspondence; conducting legal research; and assisting with trial preparation, or any other tasks as assigned including disclosure and access to personal information requests.
Junior Engineer (Civil)	1	Type of Function: Admin EQ: Diploma PG: Desirable Specialization: Civil Engineering Experience: 0-3 Years	Daily management of campus construction, maintenance, and facility operations. Supervise contractors, draft cost estimates, verify bills, and ensure buildings like academic blocks and hostels meet quality and safety standards.
Junior Engineer (Electrical)	1	Type of Function: Admin EQ: Diploma PG: Desirable Specialization: Electrical Engineering Experience: 0-3 Years	Maintenance of campus power infrastructure and supporting academic lab operations. Supervision and management of electrical distribution, overseeing HT/LT substations, routine maintenance, etc.
Junior Technical Assistant	1	Type of Function: Admin EQ: Graduate PG: Desirable Specialization: As per requirement Experience: 0-3 Years	Provide technical and administrative support for the routine operations of the laboratory, library, IT infrastructure, and office. Responsibilities include the installation, operation, maintenance, and troubleshooting of LAN/WAN systems, network devices, computer systems, and related IT infrastructure; management and support of the Library Management System (LMS), RFID/barcode technologies, digital repositories, institutional databases, and other library automation systems, and ensuring the smooth, secure, and efficient delivery of digital library services. The incumbent shall also perform data entry, filing, typing, drafting and processing official correspondence, maintenance of records and reports, and other routine administrative functions, while assisting the senior staff or Reporting Officer and carrying out any other duties assigned from time to time in the interest of the Institute.
Junior Technical Assistant	1	Type of Function: Admin EQ: Graduate PG: Desirable Specialization: As per requirement Experience: 0-3 Years	Provide technical and administrative support for the routine operations of the laboratory, library, IT infrastructure, and office. Responsibilities include the installation, operation, maintenance, and troubleshooting of LAN/WAN systems, network devices, computer systems, and related IT infrastructure; management and support of the Library Management System (LMS), RFID/barcode technologies, digital repositories, institutional databases, and other library automation systems, and ensuring the smooth, secure, and efficient delivery of digital library services. The incumbent shall also perform data entry, filing, typing, drafting and processing official correspondence, maintenance of records and reports, and other routine administrative functions, while assisting the senior staff or Reporting Officer and carrying out any other duties assigned from time to time in the interest of the Institute.
Junior Technical Assistant	2	Type of Function: Admin EQ: Graduate PG: Desirable Specialization: As per requirement Experience: 0-3 Years	Provide technical and administrative support for the routine operations of the laboratory, library, IT infrastructure, and office. Responsibilities include the installation, operation, maintenance, and troubleshooting of LAN/WAN systems, network devices, computer systems, and related IT infrastructure; management and support of the Library Management System (LMS), RFID/barcode technologies, digital repositories, institutional databases, and other library automation systems, and ensuring the smooth, secure, and efficient delivery of digital library services. The incumbent shall also perform data entry, filing, typing, drafting and processing official correspondence, maintenance of records and reports, and other routine administrative functions, while assisting the senior staff or Reporting Officer and carrying out any other duties assigned from time to time in the interest of the Institute.
Junior Technical Assistant	1	Type of Function: Admin EQ: Graduate PG: Desirable Specialization: As per requirement Experience: 0-3 Years	Provide technical and administrative support for the routine operations of the laboratory, library, IT infrastructure, and office. Responsibilities include the installation, operation, maintenance, and troubleshooting of LAN/WAN systems, network devices, computer systems, and related IT infrastructure; management and support of the Library Management System (LMS), RFID/barcode technologies, digital repositories, institutional databases, and other library automation systems, and ensuring the smooth, secure, and efficient delivery of digital library services. The incumbent shall also perform data entry, filing, typing, drafting and processing official correspondence, maintenance of records and reports, and other routine administrative functions, while assisting the senior staff or Reporting Officer and carrying out any other duties assigned from time to time in the interest of the Institute.
Junior Technical Assistant	1	Type of Function: Admin EQ: Graduate PG: Desirable Specialization: As per requirement Experience: 0-3 Years	Provide technical and administrative support for the routine operations of the laboratory, library, IT infrastructure, and office. Responsibilities include the installation, operation, maintenance, and troubleshooting of LAN/WAN systems, network devices, computer systems, and related IT infrastructure; management and support of the Library Management System (LMS), RFID/barcode technologies, digital repositories, institutional databases, and other library automation systems, and ensuring the smooth, secure, and efficient delivery of digital library services. The incumbent shall also perform data entry, filing, typing, drafting and processing official correspondence, maintenance of records and reports, and other routine administrative functions, while assisting the senior staff or Reporting Officer and carrying out any other duties assigned from time to time in the interest of the Institute.

Junior Technical Assistant	2	Type of Function: Admin EQ: Graduate PG: Desirable Specialization: As per requirement Experience: 4-6 Years	troubleshooting of LAN/WAN systems, network devices, computer systems, and related IT infrastructure; management and support of the Library Management System (LMS), RFID/barcode technologies, digital repositories, institutional databases, and other library automation systems, and ensuring the smooth, secure, and efficient delivery of digital library services. The incumbent shall also perform data entry, filing, typing, drafting and processing official correspondence, maintenance of records and reports, and other routine administrative functions, while assisting the senior staff or Reporting Officer and carrying out any other duties assigned from time to time in the interest of the Institute.
Junior Technical Assistant	1	Type of Function: Admin EQ: Graduate PG: Desirable Specialization: As per requirement Experience: 7-9 Years	Provide technical and administrative support for the routine operations of the laboratory, library, IT infrastructure, and office. Responsibilities include the installation, operation, maintenance, and troubleshooting of LAN/WAN systems, network devices, computer systems, and related IT infrastructure; management and support of the Library Management System (LMS), RFID/barcode technologies, digital repositories, institutional databases, and other library automation systems, and ensuring the smooth, secure, and efficient delivery of digital library services. The incumbent shall also perform data entry, filing, typing, drafting and processing official correspondence, maintenance of records and reports, and other routine administrative functions, while assisting the senior staff or Reporting Officer and carrying out any other duties assigned from time to time in the interest of the Institute.
Junior Technical Assistant	1	Type of Function: Admin EQ: Graduate PG: Desirable Specialization: As per requirement Experience: 10-15 Years	Provide technical and administrative support for the routine operations of the laboratory, library, IT infrastructure, and office. Responsibilities include the installation, operation, maintenance, and troubleshooting of LAN/WAN systems, network devices, computer systems, and related IT infrastructure; management and support of the Library Management System (LMS), RFID/barcode technologies, digital repositories, institutional databases, and other library automation systems, and ensuring the smooth, secure, and efficient delivery of digital library services. The incumbent shall also perform data entry, filing, typing, drafting and processing official correspondence, maintenance of records and reports, and other routine administrative functions, while assisting the senior staff or Reporting Officer and carrying out any other duties assigned from time to time in the interest of the Institute.
Medical Officer (Homeopathic)	1	Type of Function: Healthcare EQ: BHMS PG: Desirable Specialization: Homeopathy Experience: 0-3 Years	Responsible for providing comprehensive, individualized, and evidence-based patient care using homeopathic principles. Key duties include conducting detailed case-taking, diagnosing acute/chronic ailments, prescribing remedies, monitoring progress, maintaining medical records, and educating patients on lifestyle changes.
Medical Officer (MBBS)	1	Type of Function: Healthcare EQ: MBBS PG: Desirable Experience: 4-10 Years	Responsible for managing the outpatient department, providing initial patient consultations, diagnosing ailments, and initiating treatment plans. Also act as the primary care provider, managing chronic conditions, performing check-ups, referring complex cases, and maintaining patient records.
Medical Officer [Doctor of Medicine]	1	Type of Function: Healthcare EQ: MBBS PG: Doctor of Medicine Specialization: Medicine Experience: 0-3 Years	Responsible for managing the outpatient department, providing initial patient consultations, diagnosing ailments, and initiating treatment plans. Also act as the primary care provider, managing chronic conditions, performing check-ups, referring complex cases, and maintaining patient records.
Medical Officer [MBBS]	1	Type of Function: Healthcare EQ: MBBS PG: Desirable Experience: 0-3 Years	Responsible for providing 24-hour medical coverage, handling emergencies, patient care, and consultations during night shifts. Key responsibilities include patient assessments, immediate management of emergencies, and maintaining accurate medical records.
Medical Officer [MD (Obstetrics and Gynecology)]	1	Type of Function: Healthcare EQ: MBBS PG: MD in Obstetrics and Gynecology Specialization: Obstetrics and Gynecology Experience: 0-3 Years	Responsible for managing the outpatient department, providing initial patient consultations related to elementary reproductive healthcare, including routine exams and prenatal/postnatal care. Also act as the primary care provider, managing chronic conditions, performing check-ups, referring complex cases, and maintaining patient records.
Medical Officer [MD in Orthopaedics]	1	Type of Function: Healthcare EQ: MBBS PG: MD (Orthopaedics) Specialization: Orthopaedics Experience: 0-3 Years	Responsible for managing the outpatient department, providing initial patient consultations, diagnosing ailments, and initiating treatment plans. Also act as the primary care provider, managing chronic conditions, performing check-ups, referring complex cases, and maintaining patient records.
Pathology Technician	1	Type of Function: Admin EQ: B. Sc. PG: Desirable Specialization: Medical Laboratory Technology Experience: 0-3 Years	Responsible for supporting daily office and Lab operations, including data entry, filing, typing, correspondence, maintenance, and record-keeping of the section attached to and assisting the senior staff or the reporting officer.
Pharmacist	1	Type of Function: Admin EQ: Diploma in Pharmacy PG: Desirable Specialization: Registered as a Pharmacist under the Pharmacy Act, 1948 Experience: 0-3 Years	Responsible for dispensing prescription medications, ensuring safe medication use, and providing patient counseling. Key duties include verifying prescriptions, advising on drug interactions and side effects, managing inventory, and administering vaccinations to improve patient health outcomes.
Pharmacist	1	Type of Function: Admin Experience: 0-3 Years EQ: Diploma in Pharmacy PG: n. a. Specialization for PG: n. a. Specialization: Registered as a Pharmacist under the Pharmacy Act, 1948	Responsible for dispensing prescription medications, ensuring safe medication use, and providing patient counseling. Key duties include verifying prescriptions, advising on drug interactions and side effects, managing inventory, and administering vaccinations to improve patient health outcomes.
Physiotherapist	1	Type of Function: Healthcare EQ: Graduate PG: Desirable Specialization: Physiotherapy Experience: 0-3 Years	To assist patients in rehabilitating physical problems caused by illness, injury, disability or aging, through treatment. The responsibilities of physiotherapists include planning treatments, reviewing recovery, and conducting therapeutic exercises with patients. Also assess, diagnose, and treat patients using techniques like exercise, manual therapy, and education to improve mobility, reduce pain, and restore function.
Strategy Manager	1	Type of Function: Admin EQ: B. Tech. PG: M. Tech. Specialization for PG: IT/ECE Experience: 0-3 Years	Leads the vision, operational strategy, and growth of the institute incubation center, nurture early-stage startups through mentoring, fundraising, and ecosystem building. Develop programs, manage stakeholder relationships, and guide startups from ideation to scale-up while ensuring the incubator's sustainability. Also to promote the commercialization of research, fosters an entrepreneurial culture, and manages partnerships between academia, industry, and government. They oversee the innovation pipeline from intellectual property (IP) protection to technology transfer, supporting faculty and student startups. Key duties include identifying research with commercial potential, securing funding, and facilitating industry collaborations.

Category	Nomenclatures/ List of Profiles	Total Manpower Resource to be Hired/ Required	Minimum Eligibility	Responsibilities
Highly Skilled	Electrician-II	3	Type of Function: Others Experience: 10-20 Years EQ: ITI PG: n. a. Specialization for PG: n. a. Specialization: Electrical related work HT or LT and Wireman	Installing, maintaining, and repairing electrical control, wiring, and lighting systems of academic buildings, hostels, laboratories, and campus infrastructure.
	Plumber-II	3	Type of Function: Others Experience: 10-20 Years EQ: ITI PG: n. a. Specialization for PG: n. a. Specialization: Plumbing related work	General installs and maintains sewage and drainage systems, water supply systems, sanitary fittings and fixtures and plumbing systems for advanced sanitary fixtures in housing, commercial and institutional setups.
	Horticulture Supervisor	1	Type of Function: Admin Experience: Min. 10 Years EQ: High School PG: n. a. Specialization for PG: n. a. Specialization: Horticulture Supervisor	Manages daily landscape maintenance, plant health, and staff activities to ensure aesthetic and healthy green spaces. Key duties include scheduling planting, overseeing irrigation and pest control, training staff, and maintaining equipment.
Skilled	Mason	3	Type of Function: Others Experience: 10-20 Years EQ: n. a. PG: n. a. Specialization for PG: n. a. Specialization: Carpentry related work	Responsible for installation and repairs building frameworks, structures, fixtures, and furniture made of wood and other materials in the academic buildings, hostels, laboratories, and campus infrastructure.
	Carpenter	1	Type of Function: Admin Experience: 3-7 Years EQ: Graduate PG: n. a. Specialization for PG: n. a. Specialization: Computer knowledge	Responsible for installing, maintaining, repairing, and troubleshooting equipment, systems, or software relevant to the section.
	Junior Assistant (Tech.)	2	Type of Function: Admin Experience: 10-20 Years EQ: n. a. PG: n. a. Specialization for PG: n. a. Specialization: n. a.	Manages dining services, prepares nutritious meals, and ensures high-quality service in a residential setting. Responsibilities include menu planning, food safety compliance, inventory management, and accommodating dietary needs.
	Cook	2	Type of Function: Others Experience: 10-20 Years EQ: High School PG: n. a. Specialization for PG: n. a. Specialization: LMV and HMV License	Responsible for safely transporting passengers or goods to designated locations, adhering to traffic laws, and maintaining the vehicle's cleanliness and mechanical health.
	Driver	3	Type of Function: Other Experience: 0-3 Years EQ: Graduate PG: n. a. Specialization for PG: n. a. Specialization: Certificate in Swimming	Teach and guide the girls students to learn swimming, its techniques, stroke refinement, and breathing development. Also helps them to perfect their breathing techniques, swim speed, and may work with recreational swimmers or prepare professionals for meets.
	Swimming Coach (Female)	1	Type of Function: Others Experience: 10-20 Years EQ: 10th PG: n. a. Specialization for PG: n. a. Specialization: Any Certificate Course	Ensures smooth daily operations by performing essential support tasks, including maintaining office cleanliness, serving refreshments to staff and guests, handling document delivery, photocopying, managing courier services, and assisting with basic administrative tasks as needed.
	Peon-III (MTS)	23	Type of Function: Others Experience: 10-20 Years EQ: n. a. PG: n. a. Specialization for PG: n. a. Specialization: Welding related work	Supports skilled staff (electricians, plumbers, carpenters, mason, etc.) in the maintenance, repair, and daily operations of academic buildings, hostels, laboratories, and campus infrastructure.
	Welder	1	Type of Function: Others Experience: 0-3 Years EQ: ITI PG: n. a. Specialization for PG: n. a. Specialization: Electrical related work HT or LT and Wireman	Installing, maintaining, and repairing electrical control, wiring, and lighting systems of academic buildings, hostels, laboratories, and campus infrastructure.
	Electrician	4	Type of Function: Others Experience: 10-20 Years EQ: n. a. PG: n. a. Specialization for PG: n. a. Specialization: Carpentry related work	Responsible for installation and repairs building frameworks, structures, fixtures, and furniture made of wood and other materials in the academic buildings, hostels, laboratories, and campus infrastructure.
	Peon-II (Messenger)	1	Type of Function: Admin Experience: 4-10 Years EQ: n. a. PG: n. a. Specialization for PG: n. a. Specialization: n. a.	Responsible for securely and promptly delivering documents, packages, and messages between offices, clients, or external partners, often performing clerical tasks like sorting mail and maintaining delivery records.

Category	Nomenclatures/ List of Profiles	Total Manpower Resource to be Hired/ Required	Minimum Eligibility	Responsibilities
Semi-Skilled	Helper-II (Electricals)	6	Type of Function: Others Experience: 4-10 Years EQ: n. a. PG: n. a. Specialization for PG: n. a. Specialization: n. a.	Supports skilled staff (electricians, plumbers, carpenters, mason, etc.) in the maintenance, repair, and daily operations of academic buildings, hostels, laboratories, and campus infrastructure.
	Helper-II (Plumbing)	2	Type of Function: Others Experience: 4-10 Years EQ: n.a. PG: n.a. Specialization for PG: n.a. Specialization: n.a.	Supports skilled staff (electricians, plumbers, carpenters, mason, etc.) in the maintenance, repair, and daily operations of academic buildings, hostels, laboratories, and campus infrastructure.
	Helper-II	1	Type of Function: Others Experience: 4-10 Years EQ: n.a. PG: n.a. Specialization for PG: n.a. Specialization: n.a.	Supports skilled staff (electricians, plumbers, carpenters, mason, etc.) in the maintenance, repair, and daily operations of academic buildings, hostels, laboratories, and campus infrastructure.
	Peon-II	31	Type of Function: Others Experience: 4-10 Years EQ: n. a. PG: n. a. Specialization for PG: n. a. Specialization: n. a.	Ensures smooth daily operations by performing essential support tasks, including maintaining office cleanliness, serving refreshments to staff and guests, handling document delivery, photocopying, managing courier services, and assisting with basic administrative tasks as needed.
	Conductor-cum-Cleaner-II	3	Type of Function: Others Experience: 4-10 Years EQ: n. a. PG: n. a. Specialization for PG: n. a. Specialization: LMV License	Management of passengers, monitoring vehicle hygiene, and ensuring cleanliness.
	Sweeper Supervisor-I	1	Type of Function: Others Experience: 4-10 Years EQ: n. a. PG: n. a. Specialization for PG: n. a. Specialization: n. a.	To manage a team of sanitation staff and janitors and ensure the strict hygiene standards by creating work schedules, inspecting cleaned areas, handling supply inventory, and to train staff.
Un-Skilled	Peon-I	17	Type of Function: Others Experience: 0-3 Years EQ: n. a. PG: n. a. Specialization for PG: n. a. Specialization: n. a.	Ensures smooth daily operations by performing essential support tasks, including maintaining office cleanliness, serving refreshments to staff and guests, handling document delivery, photocopying, managing courier services, and assisting with basic administrative tasks as needed.
	Conductor-cum-Cleaner	4	Type of Function: Others Experience: 0-3 Years EQ: n. a. PG: n. a. Specialization for PG: n. a. Specialization: LMV License	Management of passengers, monitoring vehicle hygiene, and ensuring cleanliness.
	Mali/Gardener	8	Type of Function: Others Experience: Min. 10 Years EQ: n. a. PG: n. a. Specialization for PG: n. a. Specialization: Gardening related work	Responsible for the daily maintenance, cultivation, and beautification of gardens, parks, and landscapes, involving tasks like watering, pruning, planting, and pest control.
	Sweeper	76	Type of Function: Others Experience: 0-3 Years EQ: n. a. PG: n. a. Specialization for PG: n. a. Specialization: n. a.	Maintains cleanliness and sanitation in assigned areas and report maintenance issues, ensuring a safe, hygienic, and welcoming environment.
Un-Skilled (Agriculture)	Mali/Gardener Helper	47	Type of Function: Others Experience: 0-3 Years EQ: n. a. PG: n. a. Specialization for PG: n. a. Specialization: Gardening related work	Assists with the general maintenance and upkeep of outdoor green spaces, working under the supervision of a Mali. Key responsibilities include weeding, watering, planting, trimming, mowing, operating basic tools, cleaning debris, and transporting materials like soil and mulch to maintain plant health and garden aesthetics.