

NATIONAL INSTITUTE OF TECHNOLOGY CALICUT
TECHNICAL EDUCATION QUALITY IMPROVEMENT PROGRAMME PH.III
(Institutional Project Management Unit)

No. NITC/DEAN (R&C)/ADHOC-STAFF/TEQIP-PH.III/2017

Dated, 01.10.2018

Walk In Interview

The TEQIP Ph.III, Institutional Project Management Unit has the office looks for suitable persons with relevant educational qualification and experience in TEQIP related matters for engagement for job on adhoc (temporary) basis for a period of one year from the date of joining or to terminus with the TEQIP Phase III project in progress, with monthly remuneration and the qualifications as indicated below.

Number of adhoc positions required : 5 (five)
Date of interview : **10.10.2018, Wednesday at 10.00 a.m.**
Venue : NIT Calicut office

Interested candidates may attend the interview with all relevant proof/certificates and documents in original towards proof of age, qualification, experience etc. may be shown for verification failing which they may not be allowed to appear for the interview.

Details on qualification/past experience/skill set are as follows:

Staff 1 : Adhoc Project Administrative Officer : One position

Essential Academic Qualification : MCA//B.Tech./BE.
Knowledge in use of Central Plan Monitoring Systems.
Past experience in working with TEQIP funded Institutions preferably NITs
Good Communication skills
Age: Below 40 Years.
Monthly remuneration : Rs. 22,000/- (Rupees twenty two thousand only)
Term of engagement : One year from the date of joining or coterminous with the TEQIP-III whichever is earlier.
Nature of engagement : Purely temporary/Adhoc

Staff 2: Adhoc Project Senior Technical Assistant (Procurement) – One position

Essential Educational Qualification : B.Tech./BE.
Knowledge in use of Central Plan Monitoring Systems & Government E
Procurement. Past Experience in working with TEQIP funded Institutions
preferably NITs.
Age: Below 40 Years.
Monthly remuneration : Rs. 19,000/- (Rupees nineteen thousand only)
Term of engagement : One year from the date of joining or coterminous with the TEQIP-III whichever is earlier.
Nature of engagement : Purely temporary/Adhoc

Staff 3: Adhoc Senior Data Entry & Office Assistants – Two positions

Essential Educational Qualification : 10+2 & Government Diploma in Commercial Practice. Good Knowledge in
word processing tools. Past experience in working with TEQIP funded
Institutions preferably NITs.
Age: Below 30 Years
Monthly remuneration : Rs. 16,000/- (Rupees sixteen thousand only)
Term of engagement : One year from the date of joining or coterminous with the TEQIP-III whichever is earlier.
Nature of engagement : Purely temporary/Adhoc

Staff 4. Adhoc Project Senior Accountant – One position

Essential Educational Qualification: B.Com with Accountancy. Good knowledge in standard accounting practices &
accounting tools. Knowledge in use of Central Plan Monitoring Systems, Tally
etc. Past experience in working with TEQIP funded Institutions preferably
NITs.
Age: Below 35 Years.
Monthly remuneration : Rs. 19,000/- (Rupees nineteen thousand only)
Term of engagement : One year from the date of joining or coterminous with the TEQIP-III whichever is earlier.
Nature of engagement : Purely temporary/Adhoc

Additional works for the above staff

Additional TEQIP office work assigned to them from time to time, periodical reporting to NPIU/MHRD, assisting
Institute administration, TEQIP Coordinator & Project Manager etc. as and when called for.

Note: Appointed staff will work with commitment to enable the Institute to comply with the project targets and time lines of
TEQIP-III.

Selection Process: Selection will be done through walk in interview and selected hands will be short-listed. Persons from the list
will be engaged to meet the workload in the office of TEQIP-III project facilitation unit. Only those who can join the
duty immediately need to appear for the interview.

Age Relaxation will be as per GOI norms.

Sd/-
TEQIP COORDINATOR

Sd/-
REGISTRAR