भारतीय सूचना प्रौद्योगिकी संस्थान, पुणे

Indian Institute of Information Technology Pune

(An Institute of National Importance under the Ministry of Education, Government of India)

Advt. No:-IIITP/NT/Rectt./2026/1 to 3 **Dated: 29th October, 2026**

ADVERTISEMENT FOR NON-TEACHING POSITIONS

Indian Institute of Information Technology, Pune (IIIT Pune) is an "Institute of National Importance" established by an act of Parliament in Public Private Partnership (PPP) model under the Ministry of Education, Government of India. The Institute operates from its permanent campus located amidst the scenic foothills of the Western Ghats at Talegaon (Maval), Dist.- Pune, Maharashtra - 410507.

The Institute invites applications from meritorious, highly qualified and motivated Indian nationals, including Persons of Indian Origin (PIOs) and Overseas Citizens of India (OCIs), for the appointment of competent, dynamic and dedicated professionals who can contribute effectively to the administrative, technical, infrastructural and overall development of the Institute.

All appointments for the non-teaching positions shall be governed by the provisions of the IIIT Act & statutes and other instructions issued by the Competent Authority from time to time.

1. Details of Advertised Posts are as follows:

Sl. No.	Name of Post	Pay Level (As per 7th CPC)	Upper Age Limit	Vacancy	Advt No.
Group B					
1	Junior Superintendent	Level-06	32 Yrs	UR-3 OBC-NCL-2 SC-1	IIITP/NT/Rectt./2026/1
2	Junior Engineer (Civil)	Level 06	32 Yrs	UR-1	IIITP/NT/Rectt./2026/2
3	Junior Engineer (Electrical)	Level 06	32 Yrs	UR-1	IIITP/NT/Rectt./2026/3

Note: The Institute reserves the right to modify the number of vacancies.

Abbreviations:

SC: Scheduled Caste, OBC-NCL: Other Backward Classes-Non Creamy Layer, UR: Unreserved

2. The following are the essential and desirable qualifications required for direct recruitment of the above-mentioned posts:

S. No	Name of the Post	Essential Educational and other qualifications
1.	Junior Superintendent	First class Bachelor's degree with 6 years of experience in relevant area. OR Post Graduate with 4 years relevant experience **Desirable:** Should have Experience in the fields of Establishment Matters, Finance & Accounts, Audit, RTI, Stores & Purchase, Administration, Academic matters, Legal matters etc., in Central Government/State Government/ Central Govt. Autonomous Bodies/Central University/ CFTIs/IITs/ NITs/IIITs etc.
2.	Junior Engineer (Civil)	Degree in Engineering in relevant field with 02 years experience. **OR** Diploma in Engineering with 05 years experience. **Desirable:** Should have experience in Civil Engineering works, building construction and maintenance, estimation and costing, BOQ and quantity surveying, site supervision, infrastructure development, water supply and sanitation, STP/drainage systems, preparation and interpretation of drawings, contract/work management, quality control, CPWD/PWD specifications, horticulture, basic plumbing and carpentry maintenance and campus infrastructure maintenance etc. in Central Government/State Government/ Central Govt. Autonomous Bodies/Central University/ CFTIs/IITs/ NITs/IIITs etc.
3.	Junior Engineer (Electrical)	Degree in Engineering in relevant field with 02 years experience. **OR** Diploma in Engineering with 05 years experience. **Desirable:** Should have Experience in Electrical installation and maintenance, LT/HT distribution systems, transformers, substations, DG sets, UPS and power backup systems, electrical panels and cabling, lighting, earthing, fire alarm/ELV systems, central air-conditioning systems, HVAC systems, VRF/VRV systems, chillers, AHUs, FCUs, cooling towers, ventilation systems, ducting, pumps, thermostats and associated control systems, estimation and costing, electrical safety, statutory compliance, contract/work management, and campus electrical infrastructure maintenance etc. in Central Government/State Government/ Central Govt. Autonomous Bodies/Central University/ CFTIs/IITs/ NITs/IIITs etc.

3. How to Apply

I. **Online Application Mode:** Applications are invited through the E-Samarth Recruitment Portal. Eligible candidates are required to submit their applications online only through the Samarth Portal at https://iiitpnt.samarth.edu.in/ . No other mode of application will be accepted.

II. **E-Samarth Form No.**: After successful submission of application form the unique Form No. will be generated through the E-Samarth portal. Candidates must note down and remember this unique Form No. which will be used to identify a candidate for Written Test. No correspondence/enquiry for lost Form No. will be entertained.

III. Applications that are not submitted online or are not accompanied by the requisite supporting documents shall be summarily rejected. The Institute reserves the right to reject any application that is incomplete, unsupported by relevant documents, or does not meet the prescribed eligibility requirements.

IV. The last date for submission of online application is 28th November, 2026 11:59 PM. **All educational and other qualifications/experiences etc. will be considered as on the last date of online submission of application form.**

V. **Steps for Online Submission:**

a. Visit recruitment portal:https://iiitpnt.samarth.edu.in/
b. Create a login ID with password.
c. Keep all data/certificates/documents ready.
d. Apply online by filling all relevant fields and uploading documents.
e. Periodically save and resume the process.
f. Pay the non-refundable application fee on the portal and complete the application process.

VI. A candidate applying for more than one post shall submit a separate application form along with the prescribed application fee for each post. Applications submitted without the prescribed fee, including multiple applications for different posts without payment of the applicable fee for each post, shall not be considered.

VII. Any problem encountered during online filling/submission may be reported immediately to email: nteach.recruitment@iiitp.ac.in

VIII. **Avoid Last-Minute Rush:** Candidates are advised to submit applications well before the closing date to avoid network congestion or server load issues. Application once submitted cannot be altered / resubmitted, under any circumstances. Further, no request with respect to making changes in any data/ particular entered by the candidate in the Online Application will be entertained, once the application is submitted successfully, therefore, please keep all data/ details ready before you start filling up the Application Online.

IX. On completion of the online application process, the candidate shall print the finally submitted online application form, along with all uploaded documents and proof of payment of the applicable application fee, from the online recruitment portal.

X. The printed copy of the application form, application fee receipt/proof of payment, certificates/testimonials and all uploaded/supporting documents shall be serially numbered and self-attested by the candidate. The documents shall be arranged strictly in accordance with Annexure-IV (Document Checklist/Index). The first page shall be the Cover Page/Index, indicating the details of each document, corresponding page number(s), and the total number of pages. The application fee receipt/proof of payment shall be placed immediately after the Cover Page/Index, followed by the duly signed application form and thereafter the supporting documents in the prescribed sequence.

XI. The complete set of the duly signed application and self attested supporting documents shall be sent or submitted to:

The Registrar
Indian Institute of Information Technology Pune
PO – Talegaon, Pune, Maharashtra – 410507

XII. The hard copy of the application must reach the Institute on or before the prescribed last date and time for receipt of the hard copy of the application form. The Institute shall not be responsible for any postal/courier delay or any other delay in delivery.

XIII. Superscription on Envelope: The envelope containing the application shall be clearly superscribed as follows:

Application for the post of _____
E-Samarth Form No._____

XIV. The decision regarding the eligibility of a candidate shall be taken only on the basis of the hard copy of the finally submitted online application and the documents received by the Institute on or before the prescribed last date and time.

XV. No additional or supplementary document(s)/certificate(s) shall be accepted after the prescribed last date and time for submission of the hard copy of the application. Candidates are therefore required to ensure that all documents/certificates in support of their eligibility, qualifications, experience, category, age, or any other claim made in the application are enclosed with the hard copy of the application.

4. IMPORTANT INFORMATION REGARDING APPLICATION AND ELIGIBILITY

4.1 Schedule Timeline:

i) Date of Publication of detailed notification on Institute's Website: **28th October, 2026**
ii) Start of online application procedure: **29th October, 2026**
iii) Deadline for submission of online application: **28th November, 2026 11:59 PM**
iv) Deadline of receipt of hard copy of Application Form at IIIT PUNE: **09th December, 2026 05:30 PM**.
v) Candidates are advised to visit the Institute website regularly for all updates. The Institute will not be responsible in any manner, if a candidate fails to access the Institute website.
vi) The closing date may be extended by the competent authority depending upon exigencies.

4.2 The Institute will not be responsible under any circumstances for any type of postal delay or loss.

4.3 Qualifications: Qualifications must be obtained from a recognized Board/University/Institute. Candidates claiming qualification equivalence must supply valid supporting documentary proof at the time of document verification.

4.4 Percentage & CGPA: Where the degree-awarding University/Institution has not prescribed a CGPA-to-percentage conversion formula or has not specifically defined the First Class equivalent, 60% marks or 6.5 CGPA, as applicable, shall be treated as equivalent to First Class for the purpose of determining eligibility under this recruitment.

4.5 **Proof of Age**: Only the date of birth indicated in the 10th Certificate or Birth Certificate will be accepted.

4.6 **Experience:**

I. The experience certificate must be issued on the official letterhead signed by the Competent Authority of the Institution/Organization and must clearly specify the candidate's designation, pay level/pay during the period of service. A single period of experience of less than six months shall not be counted.

II. Only full-time work experience will be considered. The Institute will determine the relevance of experience, and its decision will be final and binding.

5. Reservation & Age Relaxation

I. Age Relaxations for SC, ST, OBC-NCL, PwBD, and Ex-Servicemen apply as per Govt. of India norms for reserved posts.

II. **Central List Requirement:** A candidate will be eligible to receive the benefit of community reservation only if the specific caste/community to which the candidate belongs is included in the central list of reserved communities issued by the Government of India.

III. **Certificates**: Candidates belonging to SC/ST/OBC (Non-Creamy Layer)/EWS categories must attach a photocopy of the certificate obtained from Competent Authorities (in Central Government format) not below the rank of Tahsildar or First-Class Magistrate of their domicile, clearly authenticating their category.

IV. **Certificate Validity:** The OBC (Non-Creamy Layer) Certificate and Income & Asset Certificate for EWS candidates must be valid as on the last date of submission of the application. In case the certificate expires thereafter, the candidate shall be required to produce a valid/renewed certificate at the time of Document Verification. The certificate must otherwise meet the applicable eligibility and validity requirements prescribed by the Government of India.

V. **PwBD Candidates:** Applicants with Benchmark disabilities (PwBD) must produce a medical certificate issued by competent medical authorities. Persons suffering from 40% or more disability (per DoPT OM No. 36035/02/2017-Estt (Res), dated 15th January 2018) are eligible for reservation and permissible relaxations.

VI. The Institute reserves the right to verify the genuineness and validity of the certificates/documents submitted by the candidate from the concerned Competent Authority. If any certificate/document is found to be invalid, incorrect, false, fabricated, or otherwise not in order, the candidature/selection of the candidate shall be liable to be cancelled/rejected at any stage, either before or after joining the Institute, and appropriate action may be taken as per the applicable rules.

VII. The age relaxation shall be given to the Contractual / Outsourced employees working in Institute equivalent to the period of continuous service rendered in IIIT Pune in an equivalent post, or a maximum of 10 years, whichever is less, in the same line or allied cadre where the experience gained would be useful for efficient discharge of duties of the advertised post(s).

VIII. An age relaxation of **up to 5 years** is admissible to regular employees of Central Govt. / State Govt. / Central Autonomous Bodies / CFTIs / IITs / NITs / IIITs / PSUs who have rendered at least **3 years of continuous regular service**, for direct recruitment, provided the post applied for is in the same line or allied cadres.

6. Application Fees & Exemptions

Category	Fee (Excluding GST)	GST (18%)	Total Fee (Including GST)
UR / OBC / EWS	₹1,000	₹180	₹1,180
SC / ST / PwBD / Female	₹750	₹135	₹885

I. **Exemptions:** Application fees are waived for regular employees of IIIT Pune.

II. **Non-Refundable:** Applications Fee once paid is non-refundable under any circumstances.

7. GENERAL INSTRUCTIONS / INFORMATION TO CANDIDATES

I. Candidates are advised to carefully read the prescribed minimum essential qualifications, age limit, eligibility conditions, experience criteria and other requirements specified in the advertisement before applying for the post. Candidates must satisfy themselves that they fulfill all the eligibility conditions for the post applied for. If, at any stage of the recruitment and selection process, it is found that a candidate has furnished any false, incorrect or misleading information or suppressed any material fact, the candidature of such candidate shall be liable to be rejected and appropriate action may be taken as per applicable rules.

II. Candidates serving in Government / Semi-Government Organizations / Public Sector Undertakings / Autonomous Bodies, etc., are required to upload a No Objection Certificate

(NOC) along with vigilance clearance certificate while filling out the online application form **OR** submit an NOC at the time of the Written Test / JOPT. In the case of absence of an NOC and vigilance clearance certificate, the application will not be considered for the Written Test/JOPT.

III. Candidates must produce all original documents along with a signed PDF copy of the completed online application form at the time of appearing for the Written Test / Job-Oriented Practical Test. In the absence of these documents, candidature will not be considered.

IV. The prescribed essential qualifications and experience are the bare minimum, and mere possession of the same does not entitle a candidate to be called for the Written Test & JoPT. Candidates should, therefore, furnish details of all relevant qualifications and experience possessed beyond the minimum prescribed criteria, along with supporting documentary evidence. The Institute also reserves the right to adopt additional shortlisting criteria over and above the advertised criteria to restrict the number of candidates participating in the recruitment process to a reasonable limit.

V. The Shortlisting Committee of the Institute may adopt additional criteria to restrict the number of candidates called for the Written Test /JoPT by one or more of the following methods:

A. By considering higher educational qualifications than the minimum prescribed in the advertisement.
B. By considering greater experience in the relevant field than the minimum prescribed in the advertisement.
C. By counting experience acquired before and/or after obtaining essential qualifications.
D. By considering experience gained in relevant posts under Central/State Government, Central/State Govt. Autonomous Bodies, State-funded Educational Institutes, or Govt. Universities.
E. By rejecting incomplete applications.

VI. Canvassing in any form or bringing in any political or outside influence will result in immediate disqualification.

VII. Selected candidates for the above Group B posts will be placed under probation for One Year and be regularized subject to the satisfactory completion of the probation and other requirements as per Institute rules. The probation of the selected candidate(s) may also be extended further.

VIII. **INTERIM ENQUIRIES WILL NOT BE ENTERTAINED.** If it is found at any stage that any information provided in the application is incorrect or false, the candidature/appointment is liable to be cancelled or terminated immediately.

IX. All communications with candidates will be sent to the email address provided in the online application form. Candidates are advised to keep their registered email ID active. The Institute will not be responsible for non-receipt or delay in receipt of any communication due to invalid email IDs or changes in contact details.

X. No correspondence whatsoever will be entertained from candidates regarding eligibility, the conduct or results of the selection process, or the reasons for not being shortlisted.

XI. Candidates should visit the Institute website (www.iiitp.ac.in) regularly for updates on the recruitment process. The Institute will not be responsible for any delay in accessing information. Any corrigendum or addendum related to this advertisement will be published exclusively on the Institute's website.

XII. Applicants must provide two references who are intimately acquainted with their work and character. Candidates who are currently employed should preferably provide a reference from their most recent employer.

XIII. The selection procedure will be governed strictly by the approvals of the Competent Authority.

XIV. No TA/DA shall be paid to candidates for attending the Written Test / JoPT.

XV. The selection process will take place at the Indian Institute of Information Technology Pune, Talegaon, Pune, Maharashtra – 410507.

XVI. The Institute reserves the right to reject any or all application(s) and/or cancel the advertisement in whole or in part without assigning any reason at any stage of processing.

XVII. The Institute reserves the right to modify the number of posts to be filled at the sole discretion of the Director, IIIT Pune.

XVIII. Any modification, correction, or addition related to the advertisement or recruitment process will be uploaded on the Institute website only. No other mode of communication will be used.

XIX. The list of shortlisted candidates for the Written Test and JoPT will be displayed on the Institute website. No separate individual communications regarding eligibility or test schedules will be sent.

XX. No correspondence regarding the reasons for not shortlisting a candidate shall be entertained. The decision of the Screening Committee shall be final in all respects.

XXI. Only the finally selected candidates will be intimated via email upon completion of all administrative formalities. No communication will be sent to candidates who are not selected.

XXII. In case of any inadvertent mistake detected in the selection process at any stage—even after the issuance of an Appointment Letter—the Institute reserves the right to modify, withdraw, or cancel any communication or offer made to candidates.

XXIII. The Institute shall verify the antecedents and documents submitted by candidates at the time of appointment or at any time during their service tenure. If it is found that any document submitted is fake, or that the candidate has suppressed relevant information or has adverse antecedents, their services shall be terminated, and legal action may be initiated at their risk and cost.

RECRUITMENT PROCESS & EXAMINATION

For Non-Teaching Posts: Junior Superintendent, Junior Engineer (Civil) and Junior Engineer (Electrical)

STAGE I: SCREENING & ELIGIBILITY VERIFICATION

1. **Screening Committee Constitution:** A duly constituted Screening Committee shall scrutinize all received applications and verify the minimum eligibility criteria of candidates based on the received application form and supporting documents.

2. **Clarifications & Submission Window:** The Screening Committee reserves the right to seek additional documents, clarifications, or certificates from candidates during scrutiny. Candidates shall be provided a reasonable opportunity of **three (03) working days** to upload/submit the required information.

3. **Provisional Shortlisting & Grievance Redressal:** Candidates found eligible shall be provisionally shortlisted, and the list shall be published on the Institute website. Candidates will be provided **three (03) working days** from the date of publication to submit queries, representations, or grievances regarding eligibility through email.

4. After considering all valid representations, the final list of provisionally eligible candidates for the examination shall be notified on the Institute's website. The decision of the Screening Committee regarding eligibility shall be final and binding to all the applicants.

STAGE-II: ISSUANCE OF ADMIT CARDS

1. **Issuance of Admit Cards:** Admit Cards will be issued to provisionally Eligible candidates via the Institute Recruitment Portal or registered email ID, ordinarily at least **Twenty One (21) days** prior to the examination date.

2. **Schedule Publication:** Detailed examination schedules, including date, time, venue, and operational guidelines, will be published on the official Institute website.

3. **Strict Adherence to Schedule:** Requests for changes to the allotted examination date, time slot, shift, or examination center shall not be entertained under any circumstances.

4. **Administrative Discretion:** The Institute reserves the right to allocate examination centers, shifts, and seating arrangements to ensure the smooth conduct of the examination.

STAGE III: SELECTION PROCESS & MERIT PREPARATION

1. **Detailed Schemes:** The scheme of examination and selection process for individual posts is detailed in **Annexure-I to Annexure-III**. However, based on the institutional requirements, the scheme and selection process may be modified, and any such changes shall be notified on the Institute's website.

2. **Panel & Waitlist:** The Selection Committee may maintain a waitlisted panel valid for **one (01) year** from the date of approval. The Committee reserves the right not to recommend any candidate if none of the candidates is found to meet the requisite standards or suitability criteria ("None Found Suitable").

3. **Resolution of Tie Cases:**

   In the event that two or more candidates secure equal aggregate marks, the tie shall be resolved sequentially, in the following order of precedence:

   I. Higher marks in Domain Knowledge in the Written Examination.
   II. Higher relevant experience in Govt. Institution
   III. Higher age, i.e., the candidate senior in age shall be placed higher.
   IV. Alphabetical order of the candidate's First Name, as mentioned in the application form.

4. **Institutional Rights & Legal Provisions:**

   i. **Right to Modify/Cancel:** The Institute reserves the right to cancel or withdraw the recruitment process for any post at any stage prior to final appointment without assigning any reason. Any minor modification to the examination scheme or syllabus shall be notified publicly on the website prior to the commencement of the Stage-I examination.

   ii. **Final Results:** Final results and select lists shall be published on the official Institute website.

   iii. **Appellate Authority:** In case of administrative disputes regarding recruitment procedures, the decision of the **Director, IIIT Pune** shall be final and binding.

   iv. **Jurisdiction:** Any legal dispute or court proceeding arising out of or in connection with this recruitment process shall be subject strictly and exclusively to the jurisdiction of the competent courts at **Pune, Maharashtra, India** only.

Annexure-I

SCHEME & SYLLABUS: JUNIOR SUPERINTENDENT

Stage-I Written Examination (100 Marks | 90 Minutes)

Negative marking: There is a negative marking of 1/4th for each wrong answer.

Component	Coverage / Sub-topics	Weightage
Part-A: General Aptitude	Quantitative Aptitude, General Intelligence & Reasoning, General English & Comprehension, General Awareness & Basic Computer Knowledge	40 Marks
Part-B: Domain Knowledge	**Domain Knowledge may include, but shall not be limited to, the following areas:** 1. **Constitutional & Governance Framework** General knowledge of the Constitution of India and Machinery of Government; practices and procedures in Parliament; Litigation Management; and Official Language Policy and its implementation **2. Office & Operational Procedures** Manual of Office Procedure; Record Management and Weeding Policies; and other relevant rules and procedures applicable to Government-funded autonomous bodies. **3.** Fundamental Rules and Supplementary Rules (FRSR), Reservation and Concession Rules applicable to SC, ST, OBC, PwBD, etc. **4. Service & Personnel Rules** CCS (Leave Rules), Foreign Service Rules, Lien, Deputation **5. Disciplinary Proceedings** Central Civil Services (CCA) rules, CCS Conduct Rules. **6. Pay, Allowances & Benefits** Pay Fixation, TA Rules; LTC Rules; Children Education Allowance (CEA); HRA; DA; Medical Attendance Rules, including CGHS and CS(MA) Rules; and other applicable allowances and benefits. **5. Retirement & Pensionary Benefits** CCS (Pension) Rules; National Pension System (NPS); General Provident Fund (GPF); and other related retirement and pensionary provisions. **6. Financial Management & Procurement** General Financial Rules (GFR), 2017, along with subsequent amendments; policies and rules relating to procurement of goods and services; Manual for Procurement of Goods, 2017; Central Public Procurement Portal (CPPP); and Government e-Marketplace (GeM). **7. Acts, Statutes & Legal Provisions** Right to Information (RTI) Act, 2005; Right to Education (RTE) Act; Income Tax Act; Goods and Services Tax (GST); Arbitration Act; Prevention of Sexual	60 Marks

Component	Coverage / Sub-topics	Weightage
	Harassment (POSH) Act; Intellectual Property Rights (IPR) and Patents; provisions relating to Anti-Ragging; and National Education Policy (NEP), 2020. **8. Institutional & Government Awareness** Basic knowledge of Government policies; general awareness relating to the Indian Institute of Information Technology Pune (IIIT Pune); and policies, institutions, and regulatory bodies of the Government of India relating to higher and technical education. **9. Ranking frame works, Parliamentary Procedures; Sustainable Development Goals** **10. E-MANAGEMENT SYSTEM** Samarth, e-Office, e-Governance, Digitization Process (Certificates, old records) Knowledge on IT Act	

I. **Cutoff Marks to participate in Stage-II:** GEN / OBC / EWS: 50%, SC / ST: 45%
II. Only candidates who qualify in Stage-I and are shortlisted shall be eligible to appear for the Stage-II Job Oriented Practical Test (JoPT).

Stage-II

Job Oriented Practical Test (50 Marks | 60 Minutes)

Nature: Qualifying only (Minimum 50% marks required).

The Practical Test shall assess documentation, drafting, data entry, and other relevant administrative skills using basic computer applications such as **MS Word, MS Excel, MS PowerPoint, etc.**, for administrative activities commonly performed in an Academic/Research Institution.

SELECTION PROCESS AT A GLANCE

Stage	Evaluation Type	Total Marks	Duration	Minimum Qualifying Cut-off
Stage-I	Written Examination (Objective MCQs)	100 Marks	90 Minutes	50 % for GEN/OBC/EWS & 45 % FOR SC/ST, failing which the candidate shall not be shortlisted for JoPT
Stage-II	Job Oriented Practical Test (JoPT)	50 Marks	60 Minutes	50% (Qualifying in nature; marks not added to merit)
Final Selection	Merit Order based on Stage-I Marks	100 Marks	—	Subject to qualifying Stage-II (JoPT) & Tie-Breaker Rules

Important Instructions:

The number of candidates to be shortlisted for the Stage-II Test based on their performance in Stage-I shall be decided by the Competent Authority, keeping in view the institutional requirements and availability of eligible candidates. Up to 8 times the number of advertised posts may be shortlisted, subject to the final discretion of the Institute.

Annexure-II

SCHEME & SYLLABUS: JUNIOR ENGINEER - CIVIL

1. Stage-I Written Examination (50 Marks | 60 Minutes)

Negative marking: There is a negative marking of 1/4th for each wrong answer.

Component	Topics	Weightage
Domain Knowledge	Domain Knowledge may include, but shall not be limited to, the following areas: **Building Materials:** Standard tests, uses, and manufacture of cement (Portland), timber and wood-based products, laminates, bituminous materials, paints, varnishes. **Concrete Technology:** Properties, Advantages and uses of concrete, cement aggregates, and importance of water quality, water cement ratio, workability, mix design, storage, batching, mixing, placement, compaction, finishing, and curing of concrete, quality control of concrete, repair, and Maintenance of concrete structures **Building Construction**: types of buildings as per the National Building Code. Building components and their basic requirements. Damp proofing-causes, effects and methods. **Plinth:** Definition, necessity, Construction. Green Building and Design Features, Energy Audit and Environmental Impact Assessment (EIA), Energy and Energy conservation, Green Building and Rating System **Estimating, Costing and Valuation**: estimate, glossary of technical terms, analysis of rates, methods and unit of measurement, Items of work – earthwork, Brick work (Modular & Traditional bricks), RCC work, Shuttering, Timber work, Painting, Flooring, Plastering, Boundary wall. Valuation – Value and cost, scrap value, salvage value, assessed value, sinking fund, depreciation and obsolescence, methods of valuation. **Contracts:** Understanding the stakeholders/parties involved in a construction contract; Legal Framework/Contract formation and What Constitutes a Contract - using the framework of the Indian Contract Act 1872; Various types of contracts; Rules of interpreting a contract; Commercial terms; Conditions of a contract; Significant contract clauses and risk analysis of key dispute-prone clauses, with case studies; Dispute resolutions - litigation, arbitration and alternative dispute resolution techniques. **Basic Surveying:** Overview and Classification of Survey, Chain Surveying, Compass Traverse Survey, Levelling and Contouring,	50 Marks

Component	Topics	Weightage
	Measurement of Area and Volume, Theodolite Surveying, Tacheometric surveying and Curve setting, Total station. **Geotechnical Engineering**: Grain size distribution curves and their uses, Index and engineering properties of soils, compaction of soils, Site investigation, standard penetration test, shallow and deep foundations, safe bearing capacity of soil, Function and requirements of good foundation, types of foundation, introduction to spread, combined, strap, mat and pile foundation. **Transportation Engineering:** Highway Engineering – cross-sectional elements, geometric design, types of pavements, pavement materials – aggregates and bitumen, different tests, Design of flexible and rigid pavements – Water Bound Macadam (WBM) and Wet Mix Macadam (WMM), Gravel Road, Bituminous construction, Rigid pavement, pavement maintenance. **Environmental Engineering**: Quality of water, source of water supply, purification of water, distribution of water, need for sanitation, sewage treatments, Surface water drainage, Solid waste management – types, effects, engineered management system, management of e-waste. **Structural Engineering**: Theory of structures: Elasticity constants, types of beams – determinate and indeterminate, bending moment and shear force diagrams of simply supported, cantilever, and overhanging beams. **RCC Design:** RCC beams-flexural strength, shear strength, bond strength, design of singly reinforced and double reinforced beams, cantilever beams T-beam, One way and two way slabs, columns, **General Financial Rules :** Works etc.	

I. The number of candidates to be shortlisted for the Stage-II Test based on their performance in Stage-I shall be decided by the Competent Authority, keeping in view the institutional requirements and availability of eligible candidates. Up to 8 times the number of advertised posts may be shortlisted, subject to the final discretion of the Institute.

STAGE-II: JOB ORIENTED PRACTICAL TEST : 50 marks

(i) Estimating, measurement of quantities and costing
(ii) Surveying
(iii) Material Testing (Cement, concrete, brick, aggregates)
(iv) Contracts

SELECTION PROCESS AT A GLANCE

Stage	Evaluation Type	Total Marks	Duration	Consideration for Final Merit
Stage-I	Written Examination (Objective MCQs)	50 Marks	60 Minutes	Marks obtained
Stage-II	Job Oriented Practical Test (JoPT)	50 Marks	60 Minutes	Marks obtained
Final Merit	**Stage-I + Stage-II**	**100 Marks**	—	**Final merit will be prepared based on the total marks obtained in Stage-I and Stage-II. The candidate securing the highest total marks will be placed at the top of the merit list.**

Annexure-III

SCHEME & SYLLABUS: JUNIOR ENGINEER - ELECTRICAL

Stage-I :Written Examination (50 Marks | 60 Minutes)

Negative marking: There is a negative marking of 1/4th for each wrong answer.

Component	Coverage / Sub-topics	Weightage
Domain Knowledge	**Basic concepts**: Concepts of resistance, inductance, capacitance, and various factors affecting them. Concepts of current, voltage, power, energy, and their units **Measurement and measuring instruments:** Measurement of power (1 phase and 3 phase, both active and re-active) and energy, 2 wattmeter method of 3 phase power measurement, Measurement of frequency and phase angle Ammeter and voltmeter (both moving oil and moving iron type), extension of range wattmeter, Multimeters, Megger, Energy meter AC Bridges Use of CRO, Signal Generator, CT, PT and their uses Earth Fault detection **Electrical Machines :** (a) DC Machine – Construction, Basic Principles of DC motors and generators, their characteristics, speed control, and starting of DC Motors Method of braking motor, Losses and efficiency of DC Machines (b) 1 phase and 3 phase transformers – Construction, Principles of operation, equivalent circuit, voltage regulation, OC and SC Tests, Losses and efficiency Effect of voltage, frequency and wave form on losses Parallel operation of 1 phase /3 phase transformers Auto transformers **Generation, Transmission and Distribution** – Different types of power stations, Load factor, diversity factor, demand factor, cost of generation, inter-connection of power stations Power factor improvement, various types of tariffs, types of faults, short circuit current for symmetrical faults Switchgears – rating of circuit breakers, Principles of arc extinction by oil and air, HRC Fuses, Protection against earth leakage / over current, etc Buchholtz relay, Merz-Price system of protection of generators & transformers, protection of feeders and bus bars Lightning arresters, various transmission and distribution system, comparison of conductor materials, efficiency of different system Cable – Different type of cables, cable rating and derating factor **Estimation and costing:** Estimation of lighting scheme, electric installation of machines, and relevant IE rules, Earthing practices, and IE Rules. **Contracts**: Understanding the stakeholders/parties involved in a construction contract; Legal Framework/Contract formation and What Constitutes a Contract - using the framework of the Indian Contract Act 1872; Various types of contracts; Rules of interpreting a contract; Commercial terms; Conditions of a contract; Significant contract clauses and risk analysis of key dispute-prone clauses, with case studies; Dispute resolutions - litigation, arbitration and alternative dispute resolution techniques. **Utilization of Electrical Energy:** Illumination, Electric heating, Electric welding, Electroplating, Electric drives and motors.	50 Marks

Component	Coverage / Sub-topics	Weightage
	HVAC: Types of AC System - Air cooled / Water Cooled/ DX / Chilled Water. Types of Air Conditioning Equipment -Unitary, Split System, Package AC, Chilled Water (AHU, FCU & FAHU), and VRV System. **Solid waste management –** types, effects, engineered management system. Management of e-waste. **General Financial Rules :** Works etc.	

a) The number of candidates to be shortlisted for the Stage-II Test based on their performance in Stage-I shall be decided by the Competent Authority, keeping in view the institutional requirements and availability of eligible candidates. Up to 8 times the number of advertised posts may be shortlisted, subject to the final discretion of the Institute.

STAGE-II: JOB ORIENTED PRACTICAL TEST / TRADE TEST

(1) Transformers
(2) Switch gears
(3) HT/LT cables
(4) Commercial and Domestic Internal wiring
(5) UPS and DG: Selection and kVA rating
(6) Contracts

SELECTION PROCESS AT A GLANCE

Stage	Evaluation Type	Total Marks	Duration	Consideration for Final Merit
Stage-I	Written Examination (Objective MCQs)	50 Marks	60 Minutes	Marks obtained
Stage-II	Job Oriented Practical Test (JoPT)	50 Marks	60 Minutes	Marks obtained
Final Merit	**Stage-I + Stage-II**	**100 Marks**	—	**Final merit will be prepared based on the total marks obtained in Stage-I and Stage-II. The candidate securing the highest total marks will be placed at the top of the merit list.**

ANNEXURE-IV

DOCUMENT CHECKLIST / INDEX

Post Applied For: _____

Advertisement No.: _____

Candidate's Name: _____

E-Samarth Form No..: _____

S. No.	Document / Certificate to be Enclosed	Page No(s).
1.	**Cover Page / Index**	
2.	**Application Fee Receipt / Proof of Payment**	
3.	**Application Form,** **duly filled in and signed by the candidate on all pages**	
4.	**Recent Passport-size Photograph** affixed/uploaded in the prescribed space in the application form	
5.	**Matriculation / Class X or equivalent Certificate** indicating Date of Birth	
6.	**Higher Secondary / Class XII or equivalent Board Certificate and Mark-Sheet**	
7.	**UG / PG Degree Certificate/Ph.D**, as applicable	
8.	**Mark-Sheets of all academic years/semesters** of the qualification(s) claimed	
9.	**SC/ST Certificate**, issued by the competent authority, wherever applicable	
10.	**OBC-NCL / EWS Certificate**, issued by the competent authority in the prescribed Central Government format and valid for the current financial year, wherever applicable	
11.	**No Objection Certificate (NOC)** from the present employer, wherever applicable	
12.	**Experience Certificate(s)** in support of the experience claimed	
13.	**Valid Photo Identity Proof** (Aadhaar Card / Passport / Driving Licence / Voter ID Card, etc.)	
14.	**Any other relevant document(s)** in support of the entries/claims made in the application form	

I hereby certify that the documents listed above have been enclosed with my application in the same sequence as indicated in this Index. I have **serially numbered and self-attested all pages** of the application form and supporting documents. The page numbers indicated above correspond to the actual documents enclosed with my application.

Signature of Candidate: _____

Date: _____