



मौलाना आज़ाद राष्ट्रीय प्रौद्योगिकी संस्थान, भोपाल- 462003

(शिक्षा मंत्रालय, भारत सरकार के अधीन राष्ट्रीय महत्व का संस्थान)

**MAULANA AZAD NATIONAL INSTITUTE OF TECHNOLOGY, BHOPAL- 462003**

(An Institution of National importance under Ministry of Education, Govt. of India)

**Advt. No. AB/Estt/NFR-2022/JE/2001**

**Dated: 04/03/2022**

**ADVERTISEMENT FOR RECRUITMENT ON POST OF JUNIOR ENGINEER**

Maulana Azad National Institute of Technology Bhopal is an Institution of National Importance under the aegis of Ministry of Education, Government of India. The Institute invites applications for the under-mentioned Non-Teaching posts on regular basis. Candidates are required to submit their application in offline mode. Detailed advertisement can be downloaded from Institute website [www.manit.ac.in](http://www.manit.ac.in)

Name of the Post	Group and Pay level	No. of Post	Category-wise distribution
Junior Engineer	Group B, Level-6	05 (Civil-03, Electrical-02)	Civil (UR- 2, OBC-1) Electrical (UR-2)

**REGISTRAR**

## DETAILED REQUIREMENTS FOR THE ADVERTISED POSTS

### Details of Vacancies

**Total Post :** Five (05)

1. Junior Engineer (Civil): 03 [UR-2, OBC-1]
2. Junior Engineer (Electrical): 02 [UR-2]

### Method of Selection

Junior Engineers are expected to have excellent technical acumen in their field. They are expected to assist Works-Section in maintaining Institute's campus Infrastructure by carrying out preventive and breakdown maintenance periodically. There shall be two components of Test i.e. (i) Trade Test & (ii) Written Test.

1. Eligible candidates are required to appear for a Trade Test. The minimum qualifying marks in Trade Test shall be:
  - a) Candidate belonging to UR/EWS/OBC : 50%
  - b) Candidate belonging to SC/ST/PwD : 40%
2. A Written Test will be held in the relevant field of specialization sought. As both Candidates with Diploma in Polytechnic and Graduate Degree in Engineering Branches are common applicants, therefore questions will have a mix of both levels.
3. The prescribed cut off marks in written test shall be:
  - a) Candidate belonging to UR/EWS/OBC : 40%
  - b) Candidate belonging to SC/ST/PwD : 35%
4. Trade Test is only of qualifying in nature. Final Merit list will be prepared on the basis of performance of candidates in Written Test, subject to achieving the cut off marks in written test.
5. Written Test Answer Sheets of only those candidates will be evaluated who shall qualify in the Trade Test.

Merely qualifying in the Trade Test and scoring cut off marks may not entitle an applicant for appointment to the aforesaid posts.

### Qualification as prescribed under Recruitment Rules for the Post.

Name of the post	Junior Engineer
Classification	Group B
Scale of pay (Grade Pay, Band Pay) & Pay Level	PB-2 (Rs.9,300-34,800/-) with Grade Pay of Rs. 4200/- (Pay Level-6 as per 7 <sup>th</sup> CPC)
Age limit for direct recruits	<b>30 years</b>
Educational and other qualifications required for direct recruits	<p><b>Essential :</b></p> <p><b>(i) For Junior Engineer (Civil):</b> First class B.E./B.Tech. in Civil Engineering from a recognised University or Institute.</p> <p style="text-align: center;"><b>Or</b></p> <p>First Class Diploma in Civil Engineering with Excellent Academic Record.</p> <p><b>(ii) For Junior Engineer (Electrical):</b> First class B.E./B.Tech. in Electrical Engineering from a recognised University or Institute.</p> <p style="text-align: center;"><b>Or</b></p> <p>First Class Diploma in Electrical Engineering with Excellent Academic Record</p>

## **GENERAL INSTRUCTIONS**

Applicants must read the following information and instructions before applying for advertised posts:

1. The applicant must be a citizen of India.
2. Application will be accepted in prescribed format only.
3. The applicant must ensure his/her eligibility for the post in respect of Age, Qualification and other requisite criteria and only then he/she should apply.
4. The age limit and qualification/experience etc. for the post as on the last date of submission of application form shall only be considered. Crucial date for claim of SC/ST/OBC/EWS/ESM/PwD status or any other benefit viz. fee concession, reservation, age-relaxation, etc, where not specified otherwise, will be the last date to submit the applications. A person seeking appointment on the basis of reservation to OBCs must ensure that he/she possesses the caste/community certificate and does not fall in creamy layer on the crucial date. The OBC Certificate should not be older than one year from the date of last date to submit the application. Candidates may also note that in respect of the above, their candidature will remain provisional till the veracity of the concerned document is verified by the Appointing Authority. Candidates are cautioned that they will be debarred from the examination conducted by the institute in case they fraudulently claim SC/ ST/ OBC/ EWS/ESM/PwD/ status or avail any other benefit.
5. Candidates belonging to Unreserved/EWS/OBC category have to pay application fee of **Rs. 500.00** (Rs. Five Hundred only) through SBI Collect which is non-refundable. The fee can be paid by accessing the relevant page on following path:  
State of Corporate/Institution: Madhya Pradesh; Type of Corporate/Institution: educational institutions →Educational Institutions name: Director-MANIT →Recruitment Application Fee.  
Only SC, ST, PwD & Women candidates are exempted from payment of Application Fee.
6. The Advertisement, Qualification and Experience details, General Instructions can be viewed/downloaded from Institute's website [www.manit.ac.in](http://www.manit.ac.in).
7. *Age relaxation will be as per Govt. of India norms/rules.*
8. No age relaxation will be allowed to SC/ST/OBC candidates applying against UR vacancies.
9. Candidates should submit the application through offline mode only. The envelope containing complete application should be super scribed as "Application for the post of .....". Applications through any other mode shall be summarily rejected and no further correspondence will be entered into.
10. Applicants should enclose/attach self-attested photocopies of marks sheets/certificates in support of all the qualifications and relevant experience along with application. All Marks sheet, Certificates, Degrees, No Objection Certificate (NOC) and other documents must be produced in original at the time of document verification as well as at the time of joining. In case, it is detected that the documents mentioned/ submitted by the candidates are fake or the candidate has undesirable or clandestine antecedents/ background and has suppressed the said information, then shall not be allowed to appear in Written/Trade Test or to join. In case of detection of any such willful concealment, action will be taken even after joining.
11. Success in the examination confers no right of appointment unless Institute is satisfied after such enquiry as may be considered necessary that the candidate is suitable in all respects for appointment to the post.
12. The candidates applying for the said post should ensure that they fulfill all the eligibility conditions for admission to the examination. Their admission at all stages of the examination will be purely provisional, subject to their satisfying the prescribed eligibility conditions. If, on verification, at any time before or after the written/trade test, it is found that they do not fulfill any of the eligibility conditions, their candidature for the written/trade test will be cancelled.

13. Resolution of Tie Cases: In the event of tie in scores of candidates in written test, merit will be decided by applying following criteria, one after another in the given order, till the tie is resolved:
  - a) Total marks obtained in Trade Test
  - b) Date of birth, with older candidate placed higher.
  - c) With the candidate acquiring the Essential Qualification earlier will be placed higher
  - d) Alphabetical order in which the names of the candidates appear.
14. Mere fulfillment of eligibility criteria does not entitle a candidate to be called for Written/Trade Test. The Institute reserves the right to restrict number of candidates to be called for Written/Trade Test by shortlisting the applications on the basis of such shortlisting criteria as may be decided by the Institute.
15. Name of the shortlisted candidates will be displayed on the Institute website and intimation shall be sent on registered e-mail. No separate intimation will be sent by post. Besides, all information regarding the advertisement will also be provided through the Institute website. No separate communication through post will be sent. Hence, candidates are advised in their own interest to provide their working e-mail id and to whitelist the e-mail id [recruitment@manit.ac.in](mailto:recruitment@manit.ac.in) so that communications from Institute does not end up in spam folder. Institute will not be responsible for non-receipt of intimation via e-mail due to any technical reason/problem not attributable to the Institute.
16. Candidates already in Government/ Semi Government/ Quasi Government service should send their application through proper channel duly enclosing No Objection Certificate in the prescribed format. An advance copy of application should reach the institute before the last date. Mere submission of advance copy of the Application form, does not entitle a candidate to be called for Written/Trade test unless the same is received through proper channel duly enclosing "No Objection Certificate" in the prescribed format from the competent Authority.
17. Institute will not be responsible for any postal delay at any stage.
18. Request for individual acknowledgements shall not be considered. Those who want acknowledgement may send their applications by Speed Post/Registered Post.
19. Travelling Allowance will be reimbursed to SC/ST candidates called for appearing in Written Test/Trade Test (Sleeper class railway fare or corresponding bus fare by the shortest route on production of the journey proof). No DA/accommodation will be provided to any candidate.
20. The Institute reserves the right not to fill the advertised posts or to fill additional vacancies arising out in course of time. The Institute reserves the right to withdraw any advertised post(s) at any time without giving any reason.
21. In case of any inadvertent mistake in the process of selection which may be detected at any stage even after the issue of offer of appointment, the Institute reserves the right to withdraw/cancel/modify any communication made to the candidates.
22. Pay of the selected candidate will be fixed as per Govt. of India Rules.
23. Canvassing in any form will disqualify the candidature.
24. The decision of the Institute in all matters related to this recruitment shall be final. No correspondence /interim inquiries will be entertained from the candidates in connection with the process of selection. Any dispute with regard to the selection / recruitment process will be subject to Courts / Tribunals having jurisdiction over Bhopal.
25. CGPA to % conversion certificate should be obtained from the Institute/University if same is not mentioned in the marksheet/degree.
26. Records of the candidates not selected shall not be preserved beyond One (1) month from the date of declaration of the final result.

27. Check list for Candidates at the time of submitting application:
- Whether all details in application form have been filled up correctly?
  - Whether copies of all documents in support of educational qualifications, experience, date of birth, category etc. enclosed with application form?
  - Whether applicable application fee paid and fee receipt enclosed?
28. The Last date for submission of application is **05<sup>th</sup> April 2022, 5:30 PM**. Applications received after last date will be liable to be summarily rejected. Applications submitted through mail will not be considered. The name of the **post applied for must be superscribed** on the envelope without fail. The envelop carrying application, fee receipt and other relevant document as mentioned in the advertisement shall be sent by Speed Post/ Registered Post to following address:

To,

**The Recruitment Cell  
Maulana Azad National Institute of Technology Bhopal  
Link Road No.-3, Near Kali Mata Mandir  
Bhopal - 462003 MP.**

29. Institute strives to have a workforce, which reflects gender balance and women candidates are encouraged to apply.
30. Candidates should apply sufficiently in time without waiting for last date, no request for any extension of last date will be considered on any ground whatsoever.

**REGISTRAR**

**Place: Bhopal**

**Date: 04.03.2022**



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Note: Prospective candidates are advised to study the **Instructions** carefully and then fill up the application precisely and to the point in all respects. No column should be left blank. **Incomplete application will be rejected.** Candidates may attach additional sheets, if required.

<b>APPLICATION FORM</b>		Advertisement No:	AB/Estt/NFR-2022/2001
		Date:	04/03/2022
Post Applied For			
FEE REMITTANCE DETAILS			
SBI Collect Transaction no. & Date			
Amount (In Rs.)			
If exempted, specify category			
Affix recent passport size photograph duly signed by the candidate			

1.	<b>Personal Information</b>								
	Name of Applicant ( in full capitals)								
	Father's name								
	Mother's Name								
	Date of Birth & Age (As on last date of receipt of Application-proof of DoB to be enclosed )		DD	MM	YY	Age	Years	Months	Days
	Nationality					Religion			
	Category (SC/ST/OBC/EWS/UR/Ex-serviceman)								
	Gender					Marital Status			

2. Whether Person with Disability Yes\*  No  (Put ✓ mark)

\*If yes A  B  C  D  ( Put ✓ mark)

A (a) - Blindness & Low Vision; B (b) - Deaf & Hard of hearing

C (c) - Locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims & muscular dystrophy

D (d) - autism, intellectual disability, specific learning disability and mental illness;

E (e) - multiple disabilities from amongst persons under clauses (a) to (d) including deaf-blindness

(\*Attach a certificate from the competent authority as prescribed under government rules)

### 3. Complete Postal address with Pin code

For Correspondence address					Permanent Address				
PIN					PIN				
Other Contact information									
Phone No with STD Code	R				Mobile	1			
	O				Mobile	2			
E-mail									

4.	Educational Qualifications					
	Name of Degree/Diploma	Subject / discipline	University/ Institution/Board	% of Marks	Grade/ Div.	Year of passing
	10 <sup>th</sup>					
	12 <sup>th</sup>					
	Bachelor's degree					
	Master's degree					
	Desirable qualification (if any)					
	Others (if any)					

CGPA to % (percentage) conversion certificate should be obtained from the Institute/University if same is not mentioned in the marksheet/degree. Candidate should only specify percentage in the relevant column.

5.	Detail of Experience (In reverse Chronological order)(Attach extra sheet, if needed)									
	Organization	Post	Period		Duration		Pay level	Nature of Responsibilities	Temp/ Regular/ Permanent	Reason of quitting
			From	To	Y	M				
a.										
b.										
c.										
d.										

6.	Details of workshop/Training programmes, etc. attended			
	Conducting Organization	Title of programme	Duration of programme	
			From	To
a.				
b.				
c.				

7.	Character & Antecedents Report.		
	Subject	Comments	
a.	Have you ever been subject to any disciplinary action, as a student and/or as an employee, If so give full details.		
b.	Have you ever been dismissed/suspended from service/employment, if so please give full details		
c.	Were you involved in any criminal case, If yes, give full details		
d.	Is any criminal case pending against you in the court, If yes, give full details		

8.	Other relevant information	
	Prizes/Medal/Awards/distinction	
	Scholarship Received	
	Sports and Extra-curricular activities (including NCC/NSS)	
	Languages known	
	Level of Computer Proficiency	
	Details of published papers	

9	Please Provide a Statement of Purpose in not more than 500 words describing how you are suitable for the requirements of the advertised post (please attach separate sheet).

10	Name and Address of minimum two References. (Referees should be familiar with your academic/ Professional Work and should not be relatives)	
	Name & address	Name & address
	Designation & organization:	Designation & organization:
	Phone:	Phone:
	Mobile:	Mobile:
	E-mail:	E-mail:



11. Details of Enclosures (Important: all the enclosures should be self-attested and serially numbered):

Sl. no.	Description	Page no.

<b>DECLARATION</b>		
<p>I, hereby declare that I have carefully read and understood the instructions and particulars supplied to me, and that all entries in this form, as well as, in attached sheets are true to the best of my knowledge and belief. At any stage if any of the information furnished by me is found to be false or incorrect, suitable action may be taken against me. If selected, I promise to abide by the rules and regulations of the Institute.</p>		
Date:		Signature of candidate
Place:		

**FORMAT OF NO OBJECTION CERTIFICATE TO BE FURNISHED BY THE CANDIDATE WHO IS ALREADY IN EMPLOYMENT ON PERMANENT/REGULAR/TEMPORARY/CONTRACTUAL BASIS**

Certified that Dr./Mr./Mrs/Ms. .... Son/Daughter of Shri..... is a permanent/regular/temporary/contractual employee of the department/ institution/organization working as ..... (Designation & Pay Level) since.....The Department/Institution/organization has No Objection, if he/she is appointed in Maulana Azad National Institute of Technology Bhopal against the post of Junior Engineer as per advertisement No. AB/Estt/.....dated.....

It is further certified that no vigilance/disciplinary case and departmental enquiry is either pending or contemplated against him/her.

Place: .....

Date: .....

SIGNATURE WITH SEAL OF THE HEAD OF  
DEPARTMENT/INSTITUTION/ORGANISATION