Electronics and ICT Academy, NIT Patna
(An initiative of Ministry of Electronics and Information Technology, Govt. of India)
National Institute of Technology Patna
(An Institute of National Importance, MHRD, Govt. of India)
Patna, Bihar-800005 INDIA

Advt No: NITP/EICT-01/Rect./2017   April 12, 2017

Advertisement for the Post of Accountant, Office Assistant, System Administrator and Technical Assistant

Electronics and ICT Academy, NIT PATNA invites applications from motivated and qualified individuals for the post of Accountant, Office Assistant, System Administrator and Technical Assistant.

Last date for the receipt of application forms is April 30, 2017 by 05:00 pm.

Details about the following posts:

S.No	Post	No. of post	Qualification, Experience requirement and age limit	Nature of appointment	Consolidated Salary
1	Accountant	1 (UR)	**Minimum Qualification:** M.Com. with minimum 55% marks, 05 years' experience of finance and accounts in a reputed/private/Govt. organizations. **Essential Qualification:** Accounts automation tools /Tally Accounting software **Desirable**: Good Knowledge of office /finance Age Limit: 35 Years	Purely on contract and initially for 2 years (may be extended by one year based on the performance) **Post is coterminous with project**	Rs- 40,000/- per month consolidated
2.	Office Assistant	1(UR)	**Minimum Qualification:** Graduation in any stream with 50 % minimum marks. Preference will be given to the candidates having knowledge in accountancy. Age Limit: 28 Years	Purely on contract and initially for 2 years (may be extended by one year based on the performance) **Post is coterminous with project**	Rs- 15,000/- per month consolidated

S.No	Post	No. of post	Qualification, Experience requirement and age limit	Nature of appointment	Consolidated Salary
3.	System Administrator	1(UR)	**Minimum Qualification:** M.Tech/M.E with 2 years relevant experience OR B.Tech/B.E /MCA with 4 years relevant areas in networking/system administration. **Essential Qualification:** Certification like CCNA/CCNP. **Desirable**: The candidate should be well versed with Routing and switching devices and technologies like SDH/STM, Frame relay, MPLS, wireless, broadband and protocol analysis tools. Experience in configuring network devices and implementing network solutions, security protocol, interfaces etc., should have a sound knowledge of LAN/WAN and virtual private network. Experience in Network Analysis tools like PRTG, MRTG etc. Age Limit: 35 Years	Purely on contract and initially for 2 years (may be extended by one year based on the performance) **Post is coterminous with project**	Rs- 50,000/- per month consolidated
4.	Technical Assistant	1(UR)	**Minimum Qualification:** M.Tech/M.E degree in ECE with 01 year of work experience in relevant area OR B.Tech/B.E degree in ECE with first class and 03 year of work experience in relevant area. **Desirable**- Strong academic background, In depth knowledge of ECE courses; Preferably have knowledge of working on CAD tools, C/C++, MATLAB, IC Design, Signal Processing, Electromagnetics, etc. Enthusiasm to acquire new knowledge and good communication skills Age Limit: 30 Years	Purely on contract and initially for 2 years (may be extended by one year based on the performance) **Post is coterminous with project**	Rs. 30,000/- per month consolidated

- The tenure of the posts is coterminous with the tenure of the E&ICT Academy. Appointments will be purely on contract basis and may be terminated as per the terms and conditions mentioned in the appointment offer.

General Information for candidates:

1. Candidates should have a good academic record and should possess good communication and soft skills.
2. The posts are purely on consolidated amount basis and no other benefit (such as housing, transportation, etc.) will be provided to the selected candidates.
3. No TA/DA will be paid for attending the written test / interview.
4. Candidates will have to report for written test/interview with their detailed bio-data, 2 passport size photos, original and attested photocopies of all the certificates, mark sheets, degrees and testimonials.
5. Persons employed in Government/Semi-Government Organization are required to produce a no-objection certificate at the time of interview (if shortlisted for interview).
6. No correspondence will be entertained from candidates regarding results of written test / interview, reasons for not being called for interview etc.
7. Canvassing in any form will be a disqualification.
8. Applicants are requested to refer the website of NIT Patna (www.nitp.ac.in) or the Electronics and ICT Academy (http://nitp.ac.in/ict/) from time to time for information updates etc.
9. The Institute reserves the right to fill or not to fill any of the posts advertised.
10. The posts are advertised by E&ICT Academy as a project of NIT Patna and not by the Institute. The candidate will have no direct or indirect claim of a regular appointment on the post at National Institute of Technology Patna.
11. The age as on 30/04/2017 will be counted for the age limit.

Interested and eligible candidates may apply on the prescribed application form which may be downloaded from the website of the Institute or ICT Academy. The completed application form along with Demand Draft of Rs. 500/- as application fee (non-refundable) in favour of "NATIONAL INSTITUTE OF TECHNOLOGY PATNA" payable at Patna should reach the Registrar, NIT Patna, Ashok Rajpath, Patna-800005 by 30th April, 2017. Application should be sent by Speed Post/Registered Post only. Applicants, who are in employment of Government/Govt. Undertaking/ Autonomous Body, must send their application through proper channel. Mere fulfilment of minimum qualification does not ensure the call for interview. If number of candidates are more against a post then shortlisting criteria to restrict the number to be called for interview will be displayed on the Institute website. The institute reserves its right to cancel the recruitment procedure to any post or all posts without any prior notice and without assigning any reason thereof. The institute will not be responsible for any postal loss or delay.

Registrar
NIT Patna