

INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH TIRUPATI

RECRUITMENT RULES AND CAREER PROGRESSION POLICY 2023 FOR NON-TEACHING EMPLOYEES

Preamble

The non-teaching employees support the teaching and research activities at the Institute and ensure that they are carried out with the utmost efficiency and efficacy. The Administrative staff play a very crucial role in the smooth and efficient conduct of various day-to-day academic and administrative activities. The Scientific and Technical staff manage the research and teaching laboratories, and their support enables the Institute's faculty and students to do cutting-edge research at both the undergraduate and graduate levels. The Engineering and IT staff manage the infrastructure on campus and ensure that all facilities are running efficiently.

Recruitment Rules and Career Progression Policy (RRCPP) 2023 for Non-teaching staff at IISER Tirupati

1. DEFINITIONS -

- a) In the present Policy, unless the context otherwise requires:
 - (i) "Act" means NITSER Act 2012 and any amendments thereto;
 - (ii) "Board" means the Board of Governors of Indian Institute of Science Education and Research Tirupati;
 - (iii) "Chairman" means the Chairman of the Board of Governors;
 - (iv) "Director" means the Director of the Institute;
 - (v) "DPC" means Departmental Promotion Committee.
 - (vi) "Institute" means the Indian Institute of Science Education and Research Tirupati.
 - (vii) "Internal candidate" means the regular employees of IISER Tirupati who apply for the posts.
 - (viii) "LDE" means Limited Departmental Examination.
 - (ix) "NS" means non-Selection procedure applicable for promotion/ career progression through DPC.
 - (x) "Policy" means the "Indian Institute of Science Education and Research Tirupati Recruitment Rules and Career Progression Policy 2023 (hereinafter referred as "RRCPP 2023").

- (xi) "Selection Committee" means the Selection Committee constituted as per the IISERs Statutes;
- (xii) "Statutes" means the Statutes of the IISERs;
- b) The words and expressions used, but not defined, herein shall be ascribed with the same meanings as are respectively assigned to them in the Act and Statutes of IISERs.

2. CREATION OF POSTS -

- a) Non-teaching positions shall be created in the ratio of 1:1.1 of Faculty to Non-Teaching staff as per the norms prescribed by the Ministry of Education.
- b) Isolated posts shall be filled only through Direct Recruitment. There shall be no reservation in case of isolated (or) single cadre posts.

3. RECRUITMENT POLICY -

- a) The Recruitment shall be done after following the duly prescribed procedure.
- b) Method of Recruitment:
 - Direct Recruitment
 - Promotion
 - Deputation / Absorption
 - Compassionate Appointment

4. BASIC PRINCIPLES AND APPLICABILITY

- a) RRCPP 2023 shall be applicable for recruitment and financial upgradation for all non-teaching posts as setout herein. RRCPP 2023 shall provide merit-based career advancement in a given cadre.
- b) The educational qualifications and eligibility criteria for promotion to any substantive post shall be the same as those prescribed for direct recruitment to such a post, from time to time.
- c) All posts shall be filled as per the procedure and methods prescribed in Institute's RRCPP 2023, in force at the time of occurrence of vacancy and IISER Statutes. In addition to career progression scheme, operation of Modified Assured Career Progression (MACP) scheme shall also run concurrently to assure time bound financial upgradation to the employees as applicable. The conditions for MACP/DACP shall be applicable to all levels as per DoPT guidelines.

- d) The Board of Governors of the Institute shall decide the number of posts at each level as per the prescribed faculty to student ratio of 1:10 and faculty to non-teaching staff ratio of 1:1.1.
- e) Provisions regarding reservations, relaxation of age-limit and other concessions for Scheduled Castes, Scheduled Tribes, Other Backward Classes and other directives issued by the Government of India, on these matters, from time to time, shall be applicable. The reservation rosters shall be maintained as prescribed by the Government of India from time to time. Reservation rosters shall be maintained at the feeder cadre in which the employee was recruited through Direct Recruitment / Promotion.
- f) In respect of promotion to a sanctioned position, the effective date of promotion shall be the date of approval of appointing authority after completion of the selection process as prescribed in IISER Statutes.
- g) The RRCPP 2023 shall be applicable prospectively from the date of approval by the Board of Governors of the Institute. This policy shall be applicable only to those employees who specifically opt in writing to be covered by the RRCPP 2023. Employees, who do not exercise the option on or before the stipulated date, shall be deemed to have NOT OPTED for the RRCPP2023. Employees who do not opt for RRCPP 2023 shall continue with their current designation and pay scale and shall be covered under NIT RR 2019 / NIT RR 2014 as applicable and approved by the Board of Governors. The employees have to exercise their option in the prescribed form which is enclosed as **Annexure-II**. Option once exercised will be final.
- h) All cases of movement to higher pay level shall be dealt with as per RRCPP 2023, subject to the employee fulfilling the requisite norms laid down in RRCPP 2023.
- i) In respect of existing employees of the Institute who are appointed prior to adoption of this policy and are eligible for promotion/upgradation as per the norms stipulated in this policy, the pay of such employees shall on completion of the prescribed period of residency from their date of joining in the present scale of pay be fixed in next higher pay level as per this career progression scheme, as a **one-time provision and on notional basis**. This purely one-time exception for financial upgradation without DPC will not be quoted as

precedent under any circumstances and henceforth the procedure/s indicated in para 12 of this policy will be adhered to. No payment of arrears shall be admissible on such fixation of pay. However, this pay fixation shall be subject to the employee opting for RRCPP 2023.

- j) In case of any other matter which is not covered under this policy or is ambiguous in the approved RRCPP-2023, the rules/guidelines of DoPT / GoI on the subject matter will prevail.

5. FINANCIAL UPGRADATION

- a) Financial upgradation shall be purely personal to the non-teaching employee and shall not alter the seniority of the employee in their existing post.
- b) On grant of financial upgradation, there shall be no change in designation or status of the non-teaching employees, unless otherwise specifically prescribed in RRCPP 2023.
- c) Non-teaching employees, who have been placed in a higher pay level by Financial Upgradation / MACPS, shall not be mapped to the corresponding pay level of the substantive posts sanctioned by the Ministry of Education, merely on the basis of pay scale. Posts at Pay Level 12 and above, being a sanctioned position, only those employees who are appointed to such sanctioned posts or promoted to such sanctioned and vacant posts through a due process as prescribed in the IISERs Statutes shall be eligible for further movement to Pay Level 13 and thereafter to Pay Level 13A on completion of the prescribed residency period. Similarly, employees at Pay Level 10 shall also be eligible for further financial upgradation to Pay Level 11 and Pay Level 12 only if they are appointed or promoted to vacant substantive posts at Pay Level 10 as per the recruitment process prescribed in the IISERs Statutes. Similarly, employees at Pay Level 6 shall be eligible for further movement to Pay Level 8 and higher Pay Level 9 and Pay Level 10, only if they are appointed or promoted to vacant substantive posts at Pay Level 6 as per the recruitment process prescribed in the IISERs Statutes.
- d) The financial upgradation under the RRCPP 2023 shall not be linked to vacancy. This scheme shall envisage merely placement in the immediate next higher level of the Pay Matrix as per the VII Pay Commission Pay Scales. The financial upgradation shall not entail any change in designation except

wherever explicitly stated. Provided that change of designation by virtue of promotion in the normal course against a sanctioned vacant post shall be retained by the Officer.

- e) As such there shall be no additional financial upgradation for senior employees on the ground that the junior employee in the grade are drawing a higher pay/grade.
- f) Financial upgradations shall be done strictly in accordance with hierarchy of pay levels, after completion of mandatory residency period in the lower post as prescribed RRCPP 2023.
- g) The effective date of movement from one pay level to a higher pay level, after completion of the required residency period, as per RRCPP 2023, shall be the date of completion of residency period. However, this will be subject to the employee being recommended to higher level of pay by the DPC and approval thereof by the Appointing Authority.

6. APPOINTING AUTHORITY

In accordance with Clause 16 of IISERs Statutes, all appointments in the Institute, except that of the Director, shall be made by:

- a) the Board of Governors, if the appointment is made of the non-teaching staff for Pay Level- 10 (Group-A) and above, as per rules.
- b) the Director, in all other cases.

7) CAREER ADVANCEMENT

Career progression in each cadre shall be as prescribed in this Policy.

8) RECRUITMENT POLICY

The individual recruitment policy of each Post, Job Descriptions, Qualification and Experience for appointment to various posts, shall be as prescribed under this policy in the **Annexure-I**.

9) PROBATION AND CONFIRMATION

- a) Non-teaching employees in Group 'A', 'B' and 'C' on appointment to the Institute's services, on direct recruitment, shall be on probation for a period of one year:
 - i. Provided that the Competent Authority may extend the probation for such period as deemed fit, if the performance of the non-teaching employee is not up to the mark,
 - ii. Provided further, that the period of probation may be extended by such period or periods as may be necessary, subject to the condition that the total period of probation does not exceed double the prescribed period of probation for the post.
- b) On completion of the period of probation or any extension thereof, an employee shall be confirmed on the recommendations of a DPC duly constituted as per IISERs Statutes. The DPC may adopt evaluation criteria based on APAR, performance reports and /or interaction.
- c) If during the period of probation or any extension thereof, as the case may be, the Institute is of the opinion that an employee is not fit for permanent appointment, then, at that instant, the Institute may, as it deems fit, extend probation or terminate his / her appointment in the service. In case of internal candidates, he / she may be reverted to the post held by him / her prior to his / her appointment to the higher post.
- d) As regards other matters relating to probation, the employees of the Institute will be governed by the instructions issued by the Government of India in this regard from time to time.
- e) An employee shall only be considered for financial upgradation to a higher post in any group only if, he / she has been confirmed in their original post/cadre.

The composition of DPC shall be of the same as applicable in the case of Direct Recruitment for that particular post as specified in the Statutes. The officers nominated to the DPC must be at least one level higher in pay level than the post to which an employee is being considered by the DPC constituted.

10) PROCEDURE OF RECRUITMENT

The appointments and procedures for appointment shall be as per Clause 16 of IISERs Statutes.

11) DIRECT RECRUITMENT

The following procedure shall be followed for Direct Recruitment:

- a) The Institute shall invite applications for posts through an open advertisement on all India basis.
- b) Applications received pursuant to the advertisement as mentioned in (1) above, shall be scrutinized. The competent authority may formulate additional criteria for short-listing, based on academic performance and / or years of year of experience of the applicants, where the number of applications received are very large.
- c) The applications as short-listed in (b) above shall be placed before the Competent Authority for approval. After due approval, the shortlisted candidates shall be called to appear for the written test, trade / skill test / presentation or interview, as the case may be, and as approved by the Board of Governors.
- d) The Selection Committee shall be constituted as per IISERs Statutes.
- e) Recommendations of the Selection Committee shall be placed before the Appointing Authority (Chairperson, Board of Governors or Director, as the case may be) for approval. On approval of the recommendations of the Selection Committee, appointment letters will be issued to the selected candidates.
- f) The panel/waiting list recommended by the Selection Committee will remain valid for a period of one year from the date of approval of the Competent Authority.
- g) In the event that a suitable candidate is not found as per the requirements for a regular position, the selection committee may recommend a candidate for appointment, on contract basis, against the regular position at the same or junior level with commensurate consolidated remuneration for a period of 1 year, which may be extended up to 3 years based on satisfactory performance and the requirements of the Institute.

12) PROMOTION

- a) There shall be no probation in case of promotion from one Level to another Level within the same group.
- b) The Institute shall identify the position/s for promotion across all the cadre as per the recruitment rules.
- c) The DPC shall adopt both modes i.e. Limited Departmental Examination (LDE) and Non-Selection (NS) mode for the promotion of Group C employees as per RRCPP 2023, LDE with DPC for promotion of Group B employees, and DPC for the Promotion of Group A employee.
- d) The services rendered in the Institute and other equivalent Central Govt. / State Govt. / Autonomous bodies including other IISERs shall only be counted as qualifying service for purpose of Promotion and/or Financial Upgradation, subject to (i) the candidate having held a substantive post in the previous department, (ii) had applied for the post in response to an open advertisement, and (iii) had applied through proper channel. Contract or ad-hoc services (on consolidated pay) shall not be taken into account for consideration of eligibility for promotion.
- e) The minimum qualifying marks in the written / skill test in case of LDE for promotion or financial upgradation under this scheme will be 40% or as may be specified by the Institute with the approval of the Competent Authority.
- f) The minimum APAR bench mark grading for upgradation / promotion will be “Very Good” for the entire residency period.
- g) Any employee who does not qualify in the written test or is found unfit by the DPC for financial upgradation or promotion, as the case may be, will be eligible for reconsideration only after completing one year from the date of approval of the proceedings of the DPC.
- h) Normally, the DPC shall meet twice in a financial year – preferably in the first week of January and July for advance processing of the promotion/financial upgradation cases maturing under the RRCPP 2023. The cases maturing between April - September shall be taken up for consideration by the DSC in the first week of January and similarly the

cases maturing between October - March shall be taken up for consideration by the DSC in the first week of July of any financial year. For example, the screening committee meeting in first week of January 2024 would process cases that would attain maturity during the period April 01, 2024 - September 30, 2024 and the screening committee meeting in first week of July 2024 would process cases that would attain maturity during the period October 01, 2024 - March 31, 2025.

- i) The DPC along with the existing procedures/norms will also specifically look into the following to process the cases pertaining to promotion/financial upgradation of the employees:
 - (i) Whether the employee meets the Minimum Bench mark as mentioned in the RRCPP 2023 in the assessments? The candidate satisfying the minimum benchmark of Very Good in the entire residency period only shall be eligible for further process.
 - (ii) A total grading of 40% in the written (or) Skill Test shall be required for considering the candidate fit for financial upgradation.
 - (iii) Whether the employee is clear from Vigilance Angle?
- j) The APAR grading by the reviewing officer shall be final for arriving at the Benchmark for the reporting period of the employee.
- k) The DPC shall submit its recommendations to the appointing authority for further processing.

13) DEPUTATION

The following procedure shall be followed for appointment by Deputation:

- a) The Institute shall invite applications for the vacant post/s on an all-India basis.
- b) Application received pursuant to the advertisement as mentioned in (i) above, shall be scrutinized by a Scrutiny Committee constituted by the Director.

- c) Evaluation shall involve any one or more of the following methods: interview, written test, presentation, group discussion and evaluation of ACRs/APARs of the immediately preceding five years.
- d) The period of deputation, shall be for 3 (three) years from the date of commencement of the deputation, extendable up to a maximum period permissible as per MoE/DoPT guidelines in this regard and as amended from time to time; and with the approval of the Competent Authority.
- e) Deputation shall be subject to vigilance clearance from the parent department.
- f) Vacancies caused by any incumbent being away on deputation, long illness, study leave or under any other circumstances for a duration of one year or more, may also filled by way of recruitment on Deputation basis.
- g) The other terms and conditions of the appointment on deputation will be governed by the guidelines in GoI/DoPT Letter No. 6/8/2009-Estt. (Pay II) dated 17.06.2010, and as amended from time to time.

14) ASBORPTION (of employee appointed on Deputation)

- a) Notwithstanding anything contained in the Rules, persons appointed on deputation and who fulfill the eligibility criteria as laid down for the purposes of Direct Recruitment, shall be eligible for absorption, subject to the availability of vacancy and performance evaluation by the DPC.
- b) Such absorption shall be subject to the condition that the person on deputation exercises his / her option for absorption, and his/her parent department / cadre controlling authorities do not have any objection to him /her being absorbed in the Institute.

15) ON-COMPASSIONATE APPOINTMENT

Compassionate appointment shall be made not exceeding 5% in a recruitment year, as per the Government of India guidelines, against direct recruit sanctioned posts at the entry level post of Group C category. Such appointments shall be made only based on the educational qualification of the eligible dependent of the deceased employee, the need as assessed by the

Institute through an objective process and subject to availability of vacant direct recruitment posts at the entry level of Group 'C' at that time/recruitment year in the Institute.

16) AGE

- a) Age relaxation shall be provided for SC/ST/OBC/ Persons With Benchmark Disability (PwBD)/Ex-servicemen, Departmental employees (Central Govt. bodies/State Govt. bodies /PSU/ Autonomous Bodies of Government of India) as per the Govt of India norms.
- b) The crucial date for determining the age-limit shall be the closing date for receipt of applications from candidates.
- c) For Institute's regular employees there will be no upper age limit in direct recruitment. However, they should have at least a year of service remaining before superannuation as on the last date for submission applications.
- d) However, the upper age limit shall be relaxed up to fifty years of age in respect of the persons already working in IISER Tirupati on contract or through outsourcing and carrying out duties similar in nature to the advertised positions and where a relationship could be established that services rendered or experience gained in the current position will be useful for efficient discharge of the duties in the post applied for. Such age relaxation shall be admissible only where such a contractual or outsourced person has rendered not less than five years of uninterrupted service / deployment at IISER Tirupati.

17) AGE OF SUPERANNUATION

Age of superannuation shall be given below and as amended from time to time:

- a) Registrar: 62 years
- b) Librarian: 62 years
- c) Medical Officer: 65 years
- d) All other non-teaching employees: 60 years

18) RESERVATION POLICY AND ASSESSEMENT OF VACANCY

- a) The Institute shall follow reservation rules/guidelines issued by Govt of India from time to time with respect to candidates belonging to SC/ST/OBC/EWS/PwD/Ex-servicemen etc. as the case may be. Reservation Rosters shall be maintained in the Institute for each group of sanctioned posts as per the GoI norms.
- b) Assessment of vacancy shall be done based on the Reservation Registers / Reservation Rosters considering sanctioned positions vis-à-vis filled positions. Institute shall initiate the process of recruitment to fill in the post(s) through various methods of recruitment as indicated in this policy.

19) WAITING LIST

The Selection Committee may recommend a panel/waitlist of candidates, which will remain valid for a period of one year from the date of approval by the Competent Authority.

20) PAY FIXATION ON PROMOTION / MOVEMENT TO NEXT PAY LEVEL -

Pay fixation shall be done as per the provisions of FR 22 (I) (a) (i). One increment shall be given in the level from which the employee is getting promoted / moved upward and he/she shall be placed at a Cell equal to the figure so arrived at in the next Pay Level and if no such Cell is available in the next Pay Level, he/she shall be placed at the next higher Cell in that Pay Level. The employee shall have an option to get his/her pay fixation done either on the date of promotion / upgradation or with effect from the date of next increment.

If the pay arrived at in the above manner is less than the first cell in the next Pay Level, then the pay shall be fixed at the first cell of the next Pay Level.

21) ADVERTISEMENT

- a) For direct recruitment positions, after approval by the Competent Authority, the administrative section dealing with recruitment matters of non-teaching employees shall prepare and arrange to publish a detailed advertisement containing the eligibility conditions, general terms and conditions of the recruitment process, including the number of post(s), vacancy in each

category etc. on the official website of the Institute and in newspapers having nationwide circulation to invite application from prospective candidates.

- b) In case of any corrigendum / addendum pertaining to an advertisement, the same shall be published in the Institute's website and other appropriate places. All applicants should in their own interest, regularly visit the Institute's website for any updates.
- c) However, there shall be no need for advertisement (or) wide publicity for inviting applications internally for promotion basis.
- d) **Equivalency of posts:** The equivalency of post will be determined in terms of the original duties assigned to a post and the Pay Level (as per 7th CPC) attached to the post based on function of the post and its placement in the hierarchy. Any additional responsibilities discharged, other than original job functions assigned to the post, shall not be considered as equivalent to the full experience required in a specified post. Merely carrying the same Grade Pay / Pay Level or being placed at the same level in hierarchy shall not be considered as a factor for equivalence.

Posts with original responsibilities such as Stores & Purchase Officer, Administrative Officer, Assistant Finance & Accounts Officer, Academic Officer, Assistant Controller of Examinations etc. in the specified GP / Pay Level worked in the core administrative jobs shall only be considered as equivalent to Assistant Registrar. The said analogy will be followed for other positions also, accordingly.

e) NOTES ON QUALIFICATIONS:

The qualifications mentioned in the below table for recruitment shall be read in conjunction with the following:

- Bachelor's Degree means at least three years degree course from a University/College recognized by the Government of India/UGC/ Association of Indian Universities.
- In case of applicants with higher integrated degrees without the explicit mention of qualifying degree (e.g. M.Sc. without B.Sc.), the higher degree in relevant discipline will be treated as the qualifying degree.

- The candidature of an applicant shall be assessed with reference to his/her fulfilling the essential qualification prescribed in the RRs and not on the basis of possessing a higher degree.
 - Master's Degree with at least 55% of the marks or its equivalent grade of 'B' in UGC seven-point grading scale.
 - The definition of Candidates with excellent academic record means, "The candidate must have obtained a first class in the two public examinations immediately preceding to Master's degree or the essential qualification degree prescribed for the post which they have applied for".
 - An employee working in an IISER can apply for a deputation post in the same IISER also.
- f) **Pay Protection:** The pay of all the employees joining on Direct Recruitment shall be protected subject to their holding a substantive position in the parent organization, they clearing their probation period and the application being received through proper channel in accordance with the norms of the DoPT.
- g) **Savings:** Nothing in these rules shall affect reservations, relaxation in age limit, qualifications and other concessions required to be provided for the SCs, STs, OBCs, PWDs, Ex-servicemen and other special categories of persons in the matter of recruitment and promotion, in accordance with the directives issued by the Government of India in this regard from time to time.
- h) In the event of odd number of vacancies, the distribution shall be as per the decision of the appointing authority with reference to the final numbers obtained as per the rates indicative for each mode of recruitment for that particular post.

23) **AMENDMENTS**

This Policy may be reviewed from time to time by the Institute and amendments may be made with the approval of the Board of Governors.

24) DISPUTE RESOLUTION

- a) In case of any dispute/ambiguity that may occur in the process of selection, the decision of the Competent Authority of IISER Tirupati in all matters relating to eligibility, acceptance or rejection of applications, mode of selection, conduct of examination/ interview shall be final and no query or correspondence shall be entertained in this connection from any individual or from any person acting on his behalf.
- b) Any dispute with regard to the selection/recruitment process shall be subject to Courts /Tribunals having jurisdiction over Tirupati.

ANNEXURE-I

INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH TIRUPATI

**RECRUITMENT RULES AND CAREER PROGRESSION POLICY 2023
FOR NON-TEACHING EMPLOYEES**

1. Registrar:

Particulars		Proposed Common RRs for IISERs
1.	Name of the Post	Registrar
2.	Number of Post(s)	As per sanctioned strength.
3.	Classification	Group "A"
4.	Scale of Pay (Band Pay, Grade Pay / Pay Level)	Pay Level 14
5.	Whether Selection Post or non-Selection Posts	Selection as per Clause 16 (3) (c) of the IISER Statutes.
6.	Age Limit for Direct Recruits / Deputation / Short-term contract	56 Years
7.	Minimum Educational qualifications and experience required for Direct Recruits / Deputation / Short-term contract.	<p>Qualification: Master's degree with at least 55% marks or an equivalent grade in UGC's grading point scale and;</p> <p>Experience: At least 15 years' experience as Assistant Professor at Pay Matrix Academic Level 11 (or equivalent VI CPC Scale) and above or 8 years of service in the Pay Matrix Academic Level 12 (or equivalent VI CPC Scale) and above including as Associate Professor along with experience in educational administration in the areas of establishment, purchase & stores, engineering, finance, academic, estate management, legal matters etc.</p> <p style="text-align: center;">OR</p> <p>15 years of administrative experience, of which 8 years as Deputy Registrar at Pay Matrix Level 12 or equivalent post in Government/Government Research Establishments/ Universities/ Statutory Organizations/ Government Organizations of high repute, with Master's degree with at least 55% marks or an equivalent grade in a point scale.</p>
8.	Whether age, educational qualifications and experience prescribed for direct recruits will apply in the case of promotion.	NA
9.	Period of Probation, if any.	NA
10.	Method of Recruitment: Whether by Direct Recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	Deputation (including short term contract) or on contract recruitment basis for a period of 5 years as per Statutes No.13

11.	In case of recruitment by promotion / deputation / absorption grades from which promotion / deputation / absorption to be made.	<u>Promotion through Selection under Limited Departmental Examination:</u> NA <u>Deputation (including STC)/Composite Method of Recruitment:</u> Same as applicable for Direct Recruitment
12.	If DPC exists, what is its composition	NA

2. Deputy Registrar:

Particulars		Proposed Common RRs for IISERs
1.	Name of the Post	Deputy Registrar
2.	Number of Posts	As per sanctioned strength
3.	Classification	Group "A"
4.	Scale of Pay (Band Pay, Grade Pay / Pay Level)	Pay Level 12 After 5 years of service as Deputy Registrar at Pay Level 12, an incumbent will be assessed by the Departmental Promotion Committee (DPC) for moving to the higher Pay Level 13 and re-designated as Joint Registrar (personal to the incumbent); after completion of 2 years at Pay Level 13 incumbent will be assessed by DPC for moving to higher Pay Level 13A with designation as Additional Registrar (personal to the incumbent).
5.	Whether Selection Post or non-Selection Posts	Selection as per Clause 16 (3) (c) of the IISER Statutes
6.	Age Limit for Direct Recruits / Deputation / Short-term contract	50 years
7.	Minimum Educational qualifications and experience required for Direct Recruits / Deputation / Short-term contract.	Educational Qualification: Master's degree with at least 55% marks or an equivalent grade in UGC's grade point scale and; Experience: Employees with 5 years administrative experience as Assistant Registrar at Pay Matrix Level 10 (Pre-revised PB-3: GP 5400) or equivalent post in Central or State Government / Central or State Government Research Establishments/ Universities/ Statutory Organizations/ Government Organizations of high repute with Master's degree with at least 55% marks or an equivalent grade in a point scale.
8.	Whether age, educational qualifications and experience prescribed for direct recruits will apply in the case of promotion.	Age: NA Qualification: Yes
9.	Period of Probation, if any.	One year
10.	Method of Recruitment: Whether by Direct Recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	75% by Direct Recruitment / Deputation (including short term contract) / Composite Method of Recruitment. 25% by Promotion through Selection under DPC, failing which Deputation / Short- term contract basis / Composite Method of Recruitment / Direct Recruitment etc.

11.	In case of recruitment by promotion / deputation / absorption grades from which promotion / deputation / absorption to be made.	Promotion through Selection under DPC: Qualifications shall be as per Sl. No. 7 above. Assistant Registrar with a regular service of 10 years at Pay Level 10, out of which at least 5 years' experience at Pay Level 11. Deputation (including STC)/ Composite Method of Recruitment: Same as applicable for Direct Recruitment.
12.	If DPC exists, what is its composition	Selection Committee and procedure as per the Statutes

3. Assistant Registrar:

Particulars		Proposed Common RRs for IISERs
1.	Name of the Post	Assistant Registrar
2.	Number of Posts	As per sanctioned strength
3.	Classification	Group "A"
4.	Scale of Pay (Band Pay, Grade Pay / Pay Level)	Pay Level 10 After 5 years of service as Assistant Registrar at Pay Level 10, an incumbent will be assessed by the Departmental Promotion Committee (DPC) for moving to the higher Pay Level 11 (personal to the incumbent); after further completion of 5 years at Pay Level 11 incumbent will be assessed by DPC for moving to higher Pay Level 12 with same designation (personal to the incumbent)
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age Limit for Direct Recruits / Deputation / Short-term contract	40 Years
7.	Minimum Educational qualifications and experience required for Direct Recruits / Deputation / Short- term contract.	Master's Degree with at least 55% of marks or an equivalent grade in UGC's grade point scale wherever grading system is followed. (OR) Employees serving at Pay Level 6 for 7 years (or) Pay Level 7 for 5 years as Superintendent / Section Officer / Private Secretary or equivalent post and possessing experience in handling Administrative/ Finance & Accounting / Academic / Legal / Statutory / Audit / Stores & Purchase / Establishment matters in Central or State Governments / Central or State funded Educational Institutes / Govt. funded Universities / Comparable Research Establishment and other recognized Institutions of Higher Education with Master's Degree with at least 55% of marks or an equivalent grade in a point scale wherever grading system is followed.
8.	Whether age, educational qualifications and experience prescribed for direct recruits will apply in the case of promotion.	Age: NA Qualification: Yes
9.	Period of Probation, if any.	One year

10.	Method of Recruitment: Whether by Direct Recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	75% by Direct Recruitment / Deputation (including short term contract) / Composite Method of Recruitment. 25% by Promotion through Selection under DPC, failing which Deputation(including short term contract) / Composite Method of Recruitment / Direct Recruitment etc.
11.	In case of recruitment by promotion / deputation / absorption grades from which promotion / deputation / absorption to be made.	<u>Promotion through Selection under DPC:</u> Qualification as per Point 7 above. Section Officer/Accounts Superintendent /Office Superintendent / Sr. Personal Assistant / Private Secretary with minimum 10 years' experience at Pay Level 6 or 4 years at Pay Level 8
12	If DPC exists, what is its composition	Selection Committee and procedure as per the Statutes

4. Private Secretary:

Particular		Proposed Common RRs for IISERs
1	Name of the post	Private Secretary
2	Number of posts	As per sanctioned strength
3	Classification	Group B
4	Scale of pay	Pay Level 7 An incumbent after completion of 2 years at Pay Level 7 will be assessed by DPC for moving to higher Pay Level 8; after completion of 2 years at Pay Level 8 will be assessed by DPC for moving to higher Pay level 9; after completion of 2 years at Pay Level 9 will be assessed by DPC for moving to higher Pay level 10 (personal to the incumbent).
5	Whether selection post or non-selection post	Not applicable
6	Age limit for direct recruits	38 years.
7	Educational qualifications	Qualification: <ol style="list-style-type: none"> 1. Master's degree with 50% marks or equivalent grade in UGC's grade point scale with an excellent command over the English language. 2. Computer key depression speed equivalent to 60 words per minute. 3. 01 year Diploma / Proficiency certificate in Computer and Office applications from a recognized Institute. <p style="text-align: center;">(OR)</p> <p>5 years of relevant experience in Govt. organizations at Pay Level 6 with Master's degree with 50% marks or equivalent grade in UGC grade point scale</p> <p>Desirable: Sound knowledge of English Stenography/Shorthand with the speed of 100 words per minute.</p>

8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion.	NA
9	Period of probation, if any	One year
10	Method of recruitment: whether by direct recruitment or by promotion or by deputation or transfer and percentage of vacancies to be filled by various methods	100% by Direct Recruitment / Deputation (including short term contract) / Composite Method of Recruitment.
11	In case of recruitment by promotion/ deputation/ transfer, grades from which promotion/ deputation/ transfer to be made	<u>Promotion through Selection under DPC</u> : : NA Deputation (including STC) / Composite Method of Recruitment: Same as applicable for Direct Recruitment.
12	If DPC exists, what is the composition	Selection Committee procedure as per the Statutes

5. Office Superintendent:

Particulars		Proposed Common RRs for IISERs
1.	Name of the Post	Office Superintendent
2.	Number of Posts	As per sanctioned strength
3.	Classification	Group “B”
4.	Scale of Pay (Band Pay, Grade Pay / Pay Level)	Pay Level 6 An incumbent after completion of 6 years at Pay Level 6 will be assessed by DPC for moving to higher Pay Level 8 with the same designation (personal to the incumbent); after completion of 2 years at Pay Level 8 will be assessed by DPC for moving to higher Pay level 9 without any further change in designation; after completion of 2 years at Pay Level 9 will be assessed by DPC for moving to higher Pay level 10 (personal to the incumbent)
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age Limit for Direct Recruits / Deputation / Short-term contract	35 Years
7.	Minimum Educational qualifications and experience required for Direct Recruits / Deputation / Short- term contract.	<p>Master’s Degree with 50% marks or its equivalent in UGC’s grade point scheme in any discipline from a recognized University / Institute and with excellent academic record</p> <p>Or</p> <p>First class bachelor’s degree or its equivalent from a recognized University or Institute in any discipline</p> <p style="text-align: center;">(OR)</p> <p>Employees with 5 years of experience at Pay Level-5 in functional areas of office administration/ establishment / personnel / facilities and service management / finance and accounts / engineering and estate management/ academic administration (Student affairs including hostel administration) / Legal / Statutory / Audit / Stores & Purchase matters in Govt. / Public sector / autonomous organization / educational / training / scientific / R&D / Institutions or comparable experience in reputed firm / organizations with Master’s Degree 50% or its equivalent grade point average in UGC’s grade point scheme in any discipline</p>
8.	Whether age, educational qualifications and experience prescribed for direct recruits will apply in the case of promotion.	Age: NA Qualification: Yes
9.	Period of Probation, if any.	One year

10.	Method of Recruitment: Whether by Direct Recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	75% by Direct Recruitment / Deputation (including short term contract) / Composite Method of Recruitment. 25% by Promotion through Limited Departmental Examination. In case of odd number, the distribution will be decided by the Competent Authority.
11.	In case of recruitment by promotion / deputation / absorption grades from which promotion / deputation / absorption to be made.	<u>Promotion through Selection under DPC:</u> Qualification as per Point 7 above and 6 years of experience at Pay Level 5 or 10 years in Level 4. <u>Deputation (including STC) / Composite Method of Recruitment:</u> Same as applicable for Direct Recruitment
12.	If DPC exists, what is its composition	Selection Committee and procedure as per the Statutes

6. Accountant :

Particulars		Proposed Common RRs for IISERs
1.	Name of the Post	Accountant
2.	Number of Posts	As per sanctioned strength
3.	Classification	Group “B”
4.	Scale of Pay (Band Pay, Grade Pay / Pay Level)	Pay Level 6 An incumbent after completion of 6 years at Pay Level 6 will be assessed by DPC for moving to higher Pay Level 8 with the same designation (personal to the incumbent); after completion of 2 years at Pay Level 8 will be assessed by DPC for moving to higher Pay level 9 without any further change in designation; after completion of 2 years at Pay Level 9 will be assessed by DPC for moving to higher Pay level 10 (personal to the incumbent)
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age Limit for Direct Recruits / Deputation / Short-term contract	35 Years
7.	Minimum Educational qualifications and experience required for Direct Recruits / Deputation / Short- term contract.	Master’s Degree with 50% marks or its equivalent in UGC’s grade point scheme in any discipline from a recognized University / Institute and with excellent academic record (OR) First class bachelor’s degree in Commerce from a recognized University or Institute in any discipline (OR) Employees with 5 years of experience at Pay Level-5 with Master’s Degree 50% or its equivalent in grade point average in Commerce or equivalent grade, in the area or function in finance and accounts, or First-class bachelor’s degree in Commerce from a recognized University or Institute in any discipline
8.	Whether age, educational qualifications and experience prescribed for direct recruits will apply in the case of promotion.	Age: NA Qualification: Yes
9.	Period of Probation, if any.	One year

10.	Method of Recruitment: Whether by Direct Recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	75% by Direct Recruitment / Deputation (including short term contract) / Composite Method of Recruitment. 25% by Promotion through Limited Departmental Examination. In case of odd number, the distribution will be decided by the Competent Authority.
11.	In case of recruitment by promotion / deputation / absorption grades from which promotion / deputation / absorption to be made.	<u>Promotion through Selection under DPC</u> : Qualification as per Point 7 above and 6 years of experience at Pay Level 5. <u>Deputation (including STC) / Composite Method of Recruitment</u> : Same as applicable for Direct Recruitment
12.	If DPC exists, what is its composition	Selection Committee and procedure as per the Statutes

7. Junior Office Assistant (MS):

Particulars		Proposed Common RRs for IISERs
1.	Name of the Post	Junior Office Assistant (MS)
2.	Number of Posts	As per sanctioned strength
3.	Classification	Group "C"
4.	Scale of Pay (Band Pay, Grade Pay / Pay Level)	Pay Level 4 An incumbent after completion of 5 years at Pay Level 4 will be assessed by DPC for moving to higher Pay Level 5 with same designation (personal to the incumbent).
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age Limit for Direct Recruits / Deputation / Short-term contract	33 Years
7.	Minimum Educational qualifications and experience required for Direct Recruits / Deputation / Short-term contract.	Bachelor's Degree with 50% in any discipline with excellent computer proficiency in Office Applications like Word, Excel, Power Point etc. (OR) Employees with 4 years relevant experience in with Bachelor's Degree with 50% in any discipline with excellent computer proficiency in Office Applicationslike Word, Excel, Power Point etc.
8.	Whether age, educational qualifications and experience prescribed for direct recruits will apply in the case of promotion.	NA
9.	Period of Probation, if any.	One year
10.	Method of Recruitment: Whether by Direct Recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	100% by Direct Recruitment / Deputation (including short term contract) / Composite Method of Recruitment.

11.	In case of recruitment by promotion / deputation / absorption grades from which promotion / deputation / absorption to be made.	<u>Promotion through Selection under Limited Departmental Examination</u> : NA <u>Deputation (including STC) / Composite Method of Recruitment</u> : Same as applicable for Direct Recruitment
12.	If DPC exists, what is its composition	Selection Committee and procedure as per the Statutes

8. Librarian:

Particulars		Proposed Common RRs for IISERs
1.	Name of the Post	Librarian
2.	Number of Posts	As per sanctioned strength
3.	Classification	Group “A”
4.	Scale of Pay (Band Pay, Grade Pay / Pay Level)	Pay Level 14
5.	Whether Selection Post or non-Selection Posts	Selection as per Statutes No.16 (3) (b) on Direct Recruitment / Deputation / Short-term contract.
6.	Age Limit for Direct Recruits / Deputation / Short-term contract	56 years
7.	Minimum Educational qualifications and experience required for Direct Recruits / Deputation / Short- term contract.	1) Master’s Degree in Library Science/ Information Science/ Documentation Science with at least 55% marks or an equivalent grade in a point scale wherever the grading system is followed. 2) A Ph.D. Degree in Library Science / Information Science / Documentation / archives and manuscript-keeping. 3) Evidence of innovative library services, including the integration of ICT in a library. 4) At least 10 years as Dy. Librarian (Acad. Pay Level-12 / Pay Level 13, including a minimum 3 years of experience in Acad. Pay Level-13A / Pay Level 13A) in the Library of any recognized Central/State University, Educational Institutions of National Importance, Institutions of Eminence.
8.	Whether age, educational qualifications and experience prescribed for direct recruits will apply in the case of promotion.	NA
9.	Period of Probation, if any.	One year
10.	Method of Recruitment: Whether by Direct Recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	100% by Direct Recruitment / Deputation (including Short- Term Contract) / Composite Method of Recruitment.

11.	In case of recruitment by promotion / deputation / absorption grades from which promotion / deputation / absorption to be made.	<u>Promotion through Selection under Limited Departmental Examination: NA</u> <u>Deputation (including STC)/Composite Method of Recruitment: Same as applicable for Direct Recruitment</u>
12.	If DPC exists, what is its composition	NA

9. Deputy Librarian:

Particulars		Proposed Common RRs for IISERs
1.	Name of the Post	Deputy Librarian
2.	Number of Posts	As per sanctioned strength
3.	Classification	Group "A"
4.	Scale of Pay (Band Pay, Grade Pay / Pay Level)	Pay Level 12 After 5 years of service at Pay Level 12, an incumbent will be assessed by the Departmental Promotion Committee (DPC) for moving to the higher Pay Level 13 and (personal to the incumbent); after completion of 2 years at Pay Level 13 will be assessed by DPC for moving to higher level 13A (personal to the incumbent)
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age Limit for Direct Recruits / Deputation / Short-term contract	50 Years
7.	Minimum Educational qualifications and experience required for Direct Recruits / Deputation / Short-term contract.	<ol style="list-style-type: none"> 1. A Master's Degree in Library Science/Information Science/ Documentation Science with at least 55% marks or an equivalent grade in a point – scale wherever the grading system is followed. 2. A Ph.D. Degree in Library Science/ Information Science / Documentation / archives and manuscript-keeping. 3. Evidence of innovative library services, including the integration of ICT in a library. 4. At least 8 years as Assistant Librarian (Acad. Pay Level- 10 Pay / Pay Level 10), (should have gained experience for at least 2 years in Acad. Pay Level-11 / Pay Level 11), in the Library of any Higher Education Institute/ University, Educational Institution of National importance, or any other large Scientific or Technical Institution Library.
8.	Whether age, educational qualifications and experience prescribed for direct recruits will apply in the case of promotion.	Age: NA Qualification: Yes
9.	Period of Probation, if any.	One year
10.	Method of Recruitment: Whether by Direct Recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	50% by Direct Recruitment / Deputation (including short term contract) / Composite Method of Recruitment. 50% by Promotion through Selection under DPC, failing which Deputation (including short term contract) / Composite Method of Recruitment / Direct Recruitment etc.

11.	In case of recruitment by promotion / deputation / absorption grades from which promotion / deputation / absorption to be made.	<p><u>Promotion through Selection under DPC:</u></p> <p>Qualification as per Point 7 above with at least 10 years' experience as Assistant Librarian at Pay Level-10, out of which at least 5 years at Pay Level-11, in the Library of any Higher Education Institute / University, Educational Institute of National importance, or any other large Scientific or Technical Institute Library.</p> <p>Deputation (including STC) / Composite Method of Recruitment: Same as applicable for Direct Recruitment</p>
12.	If DPC exists, what is its composition	Selection Committee procedure as per the Statutes

10. Assistant Librarian:

Particulars		Proposed Common RRs for IISERs
1.	Name of the Post	Assistant Librarian
2.	Number of Posts	As per sanctioned strength
3.	Classification	Group “A”
4.	Scale of Pay (Band Pay, Grade Pay / Pay Level)	Pay Level 10 An incumbent after completion of 5 years at Pay Level 10 will be assessed by DPC for moving to higher Pay Level 11 (personal to the incumbent); after completion of 5 years at Pay Level 11 will be assessed by DPC for moving to higher Pay Level 12 with same designation (personal to the incumbent).
5.	Whether Selection Post or non- Selection Posts	Selection
6.	Age Limit for Direct Recruits /Deputation / Short-term contract	40 Years
7.	Minimum Educational qualifications and experience required for Direct Recruits / Deputation / Short- term contract.	<ol style="list-style-type: none"> 1. A Master’s Degree in Library Science, Information Science or Documentation Science or an equivalent professional degree, with at least 55% marks (or an equivalent grade in a point – scale, wherever the gradingsystem is followed) 2. A consistently good academic record, with knowledge of computerization of a library. 3. Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET or who are or have been awarded a Ph.D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil. /Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be. <p style="text-align: center;">(OR)</p> <ol style="list-style-type: none"> 4. Employees with at least 5 years of experience in managing large scale scientific or technical Institutional Library or University as a Library professional in a Supervisory capacity, with Master’s Degree in Library Science, Information Science or Documentation Science or an equivalent professional degree, with at least 55% marks (or an equivalent grade in a point – scale, wherever the gradingsystem is followed). 5. Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET or who are or have been awarded a Ph.D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil. /Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be.

8.	Whether age, educational qualifications and experience prescribed for direct recruits will apply in the case of promotion.	Age: NA Qualification: Yes
9.	Period of Probation, if any.	One year
10.	Method of Recruitment: Whether by Direct Recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	50% by Direct Recruitment / Deputation (including short term contract) / Composite Method of Recruitment. 50% by Promotion through Selection under DPC, failing which Deputation (including short term Recruitment / Direct Recruitment etc.) / Composite Method of recruitment.
11.	In case of recruitment by promotion / deputation / absorption grades from which promotion/ deputation/ absorption to be made.	Promotion through Selection under DPC : Qualification as per Point 7 above with 10 years of experience at Pay Level 6 or 4 years at Pay Level 8 Deputation(including STC)/Composite Method of Recruitment: Same as applicable for Direct Recruitment
12.	If DPC exists, what is its composition.	Selection Committee and procedure as per the Statutes

11. Library Information Assistant:

Particulars	Proposed Common RRs for IISERs
1. Name of the Post	Library Information Assistant
2. Number of Posts	As per sanctioned strength
3. Classification	Group “B”
4. Scale of Pay (Band Pay, Grade Pay / Pay Level)	<p>Pay Level 6</p> <p>An incumbent after completion of 6 years at Pay Level 6 will be assessed by DPC for moving to higher Pay Level 8 (personal to the incumbent); after completion of 2 years at Pay Level 8 will be assessed by DPC for moving to higher Pay level 9; after completion of 2 years at Pay Level 9 will be assessed by DPC for moving to higher Pay level 10 with same designation (personal to the incumbent)</p>
5. Whether Selection Post or non-Selection Posts	Selection
6. Age Limit for Direct Recruits / Deputation / Short-term contract	35 Years
7. Minimum Educational qualifications and experience required for Direct Recruits / Deputation / Short-term contract.	<p>Master’s Degree in Library Science/Library and Information Science with 55% marks from a recognized University.</p> <p style="text-align: center;">(OR)</p> <p>Employees with 5 years of experience in the field of Library & Information Science in Digital Library Management / Library Automation and Library Networking in Central / State Govt. / Semi- Govt. / Govt. Autonomous organizations / Govt. Universities / Institutions of Higher Education with Master’s Degree in Library Science/Library and Information Science with 55% marks from a recognized University.</p> <p>Desirable :</p> <p>Diploma / Certificate in Computer Application/ Digital Library Management/ Library Automation from a recognized Institute or enough working experience in Library Digitization and Library Networking.</p>
8. Whether age, educational qualifications and experience prescribed for direct recruits will apply in the case of promotion.	NA

9.	Period of Probation, if any.	One year
10.	Method of Recruitment: Whether by Direct Recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	100% by Direct Recruitment / Deputation (including short term contract) / Composite Method of Recruitment.
11.	In case of recruitment by promotion / deputation / absorption grades from which promotion / deputation / absorption to be made.	<u>Promotion through Selection under Limited Departmental Examination:</u> NA <u>Deputation (including STC) / Composite Method of Recruitment:</u> Same as applicable for Direct Recruitment
12.	If DPC exists, what is its composition	NA

12. Chief Technology Officer

Particulars		Proposed Common RRs for IISERs
1.	Name of the Post	Chief Technology Officer
2.	Number of Posts	As per sanctioned strength
3.	Classification	Group "A"
4.	Scale of Pay (Band Pay, Grade Pay / Pay Level)	Pay Level 13 An incumbent after completion of 2 years at Pay Level 13 will be assessed by DPC for moving to higher Pay Level 13A with the same designation (personal to the incumbent)
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age Limit for Direct Recruits / Deputation / Short-term contract	50 Years
7.	Minimum Educational qualifications and experience required for Direct Recruits / Deputation / Short-term contract.	B.E. / B.Tech. with first class or equivalent grade and consistently excellent Academic record. Desirable : M.Tech. / M.E. Experience: 5 years of relevant experience in scientific / technical / ICT / other relevant areas in the post carrying Pay Level-12 or equivalent post with B.E. / B.Tech. with first class or equivalent grade and consistently excellent Academic record.
8.	Whether age, educational qualifications and experience prescribed for direct recruits will apply in the case of promotion.	Age: NA Qualification: Yes
9.	Period of Probation, if any.	One year
10.	Method of Recruitment: Whether by Direct Recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	100% by Direct Recruitment / Deputation (including short term contract) / Composite Method of Recruitment.

11.	In case of recruitment by promotion / deputation / absorption grades from which promotion / deputation / absorption to be made.	<u>Promotion through Selection under DPC</u> : NA <u>Deputation (including STC)/Composite Method of Recruitment</u> : Same as applicable for Direct Recruitment
12.	If DPC exists, what is its composition	Selection Committee and procedure as per the Statutes

13. Principal Technical Officer

Particulars		Proposed Common RRs for IISERs
1.	Name of the Post	Principal Technical Officer
2.	Number of Posts	As per sanctioned strength
3.	Classification	Group "A"
4.	Scale of Pay (Band Pay, Grade Pay / Pay Level)	Pay Level 12 An incumbent after completion of 5 years at Pay Level 12 will be assessed by DPC for moving to higher Pay Level 13 (personal to the incumbent); after completion of 2 years at Pay Level 13 will be assessed by DPC for moving to higher Pay Level 13A with the same designation (personal to the incumbent)
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age Limit for Direct Recruits / Deputation / Short-term contract	50 Years
7.	Minimum Educational qualifications and experience required for Direct Recruits / Deputation / Short-term contract.	B.E. / B.Tech. or M.Sc. Degree / BS-MS, in relevant field with first class or equivalent grade and consistently excellent Academic record. Experience: 5 years of relevant experience in scientific / technical / ICT / other relevant areas in the post carrying Pay Level-11 or equivalent post.
8.	Whether age, educational qualifications and experience prescribed for direct recruits will apply in the case of promotion.	Age: NA Qualification: Yes
9.	Period of Probation, if any.	One year
10.	Method of Recruitment: Whether by Direct Recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	50% by Direct Recruitment / Deputation (including short term contract) / Composite Method of Recruitment. 50% by Promotion through Selection under DPC, failing which Deputation(including short term contract) / Composite Method of Recruitment / Direct Recruitment etc.

11.	In case of recruitment by promotion / deputation / absorption grades from which promotion / deputation / absorption to be made.	<u>Promotion through Selection under DPC:</u> Qualification as per Point 7 above. Technical Officer with a regular service of 10 years at Pay Level 10, out of which at least 5 years at Pay Level 11. <u>Deputation (including STC)/Composite Method of Recruitment:</u> Same as applicable for Direct Recruitment
12.	If DPC exists, what is its composition	Selection Committee and procedure as per the Statutes

14. Senior Technical Officer (IT/Lab.):

Particulars		Proposed Common RRs for IISERs
1.	Name of the Post	Senior Technical Officer (IT/Lab.)
2.	Number of Posts	As per sanctioned strength
3.	Classification	Group "A"
4.	Scale of Pay (Band Pay, Grade Pay / Pay Level)	Pay Level 11 After completion of 5 years at Pay Level 11, an incumbent will be assessed by DPC for moving to higher Pay Level 12 with the same designation.
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age Limit	NA
7.	Minimum Educational qualifications and experience required for Direct Recruits / Deputation / Short-term contract.	B.E. / B.Tech. or M.Sc. / BS-MS Degree, in relevant field with first class or equivalent grade and consistently excellent Academic record. Experience: Employees with 5 years of relevant experience in Scientific / Technical / ICT / other relevant areas in the post carrying Pay Level-10 or equivalent post with B.E. / B.Tech. or M.Sc. / BS-MS Degree, in relevant field with first class or equivalent grade and consistently excellent Academic record.
8.	Whether age, educational qualifications and experience prescribed for direct recruits will apply in the case of promotion.	NA
9.	Period of Probation, if any.	NA

10.	Method of Recruitment: Whether by Direct Recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	100% by Financial Upgradation personal to incumbent and DPC
11.	In case of recruitment by promotion / deputation / absorption grades from which promotion / deputation / absorption to be made.	<u>Promotion through Selection under DPC</u> : Qualification As per point no. 7 above with 5 years of experience at Pay Level 10. <u>Deputation (including STC) / Composite Method of Recruitment</u> : NA
12.	If DPC exists, what is its composition	Selection Committee and procedure as per the Statutes

15. Technical Officer (IT/Lab)

Particulars		Proposed Common RRs for IISERs
1.	Name of the Post	Technical Officer (IT/Lab) System Administrator will be designated as Technical Officer
2.	Number of Posts	As per sanctioned strength
3.	Classification	Group "A"
4.	Scale of Pay (Band Pay, Grade Pay / Pay Level)	Pay Level 10 An incumbent after completion of 5 years at Pay Level 10 will be assessed by DPC for moving to higher Pay Level 11 (personal to the incumbent); after completion of 5 years at Pay Level 11 will be assessed by DPC for moving to higher Pay Level 12 with the same designation (personal to the incumbent)
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age Limit for Direct Recruits / Deputation / Short-term contract	40 Years
7.	Minimum Educational qualifications and experience required for Direct Recruits / Deputation / Short-term contract.	B.E. / B.Tech. / MCA or M.Sc. / BS- MS Degree, in relevant field with first class or equivalent grade and consistently excellent Academic record. (OR) IT: Employees with 5 years experience in relevant fields in Software development / Hardware / System Administration / IT & Networking / AI / Data Science and Engineering etc. in reputed Pvt. Ltd. Companies / Organisations /Universities with B.E. / B.Tech. / MCA with first class or equivalent grade and consistently excellent Academic record. (OR) Lab: Employees with 5 years experience in proven research / laboratory experience in relevant field, e.g. operation of scientific / technical equipment and support to academic and research framework of premier research and academic Institutes/organizations with B.E. / B.Tech. / MCA or M.Sc. / BS- MS Degree, in relevant field with first class or equivalent grade and consistently excellent Academic record.
8.	Whether age, educational qualifications and experience prescribed for direct recruits will apply in the case of promotion.	Age: NA Qualification: Yes

9.	Period of Probation, if any.	One year
10.	Method of Recruitment: Whether by Direct Recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	<p>50% by Direct Recruitment / Deputation (including short term contract) / Composite Method of Recruitment.</p> <p>50% by Promotion through Selection under DPC, failing which Deputation(including short term contract) Composite Method of Recruitment / Direct Recruitment etc.</p>
11.	In case of recruitment by promotion / deputation / absorption grades from which promotion / deputation / absorption to be made.	<p><u>Promotion through Selection under DPC</u>: Qualification as per Point 7 above with minimum 10 years of experience at Pay Level 6 or 4 years at Pay Level 8</p> <p><u>Deputation (including STC) / Composite Method of Recruitment</u>: Same as applicable for Direct Recruitment</p>
12.	If DPC exists, what is its composition	Selection Committee and procedure as per the Statutes

16. Technical Assistant:

Particulars		Proposed Common RRs for IISERs
1.	Name of the Post	Technical Assistant
2.	Number of Posts	As per sanctioned strength
3.	Classification	Group “B”
4.	Scale of Pay (Band Pay, Grade Pay / Pay Level)	Pay Level 6 An incumbent after completion of 6 years at Pay Level 6 will be assessed by DPC for moving to higher Pay Level 8 (personal to the incumbent); after completion of 2 years at Pay Level 8 will be assessed by DPC for moving to higher Pay level 9; after completion of 2 years at Pay Level 9 will be assessed by DPC for moving to higher Pay level 10 with same designation (personal to the incumbent)
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age Limit for Direct Recruits / Deputation / Short-term contract	35 Years
7.	Minimum Educational qualifications and experience required for Direct Recruits / Deputation / Short- term contract.	<p>B.E. / B.Tech. / Diploma in Engineering of 3 years duration / MCA or M.Sc. / BS-MS with at least 55% marks in appropriate field.</p> <p style="text-align: center;">(OR)</p> <p>IT: Employees with 5 years experience in relevant fields in Software development / Hardware / System Administration / IT & Networking / AV/ AI / Data Science and Engineering etc. in reputed Pvt. Ltd. Companies / Organisations /Universities with B.E. / B.Tech. / Diploma in Engineering of 3 years duration / MCA with at least 55% marks.</p> <p style="text-align: center;">(OR)</p> <p>Lab: Employees with 5 years experience in proven research / laboratory experience in relevant field, e.g. operation of scientific / technical equipment and support to academic and research framework of premier research and academic Institutes/organizations with B.E. / B.Tech. / MCA or M.Sc. / BS- MS Degree, with at least 55% marks.</p>
8.	Whether age, educational qualifications and experience prescribed for direct recruits will apply in the case of promotion.	<p>Age: NA Qualification: Yes</p>

9.	Period of Probation, if any.	One year
10.	Method of Recruitment: Whether by Direct Recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	<p>75% by Direct Recruitment / Deputation (including short term contract) / Composite Method of Recruitment.</p> <p>25% by Promotion through Limited Departmental Examination. In case of odd number, the distribution will be decided by the Competent Authority.</p>
11.	In case of recruitment by promotion / deputation / absorption grades from which promotion/ deputation / absorption to be made.	<p><u>Promotion through Selection under DPC</u> : Qualification as per Point 7 above with 6 years of relevant experience at Pay Level 5.</p> <p><u>Deputation (including STC) / Composite Method of Recruitment</u>: Same as applicable for Direct Recruitment</p>
12.	If DPC exists, what is its composition	Selection Committee and procedure as per the Statutes

17. Lab Technician:

Particulars		Proposed Common RRs for IISERs
1.	Name of the Post	Lab Technician
2.	Number of Posts	As per sanctioned strength
3.	Classification	Group "C"
4.	Scale of Pay (Band Pay, Grade Pay / Pay Level)	Pay Level-5
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age Limit	NA
7.	Minimum Educational qualifications and experience required for Direct Recruits / Deputation / Short-term contract.	<p>Bachelor's Degree in Science / Technology / Engineering / Diploma in Engineering of 3 years duration with at least 55% marks.</p> <p>(OR)</p> <p>Employees with 3 years experience in a Laboratory/ Academic/ Research/ Establishment of National/ International repute in handling scientific equipment related to the laboratories of Biological Sciences/ Veterinary Sciences/ Chemistry/ Physics/ Earth & Environmental Sciences / Computer Sciences/ Electrical Engineering / Data Sciences/ Chemical Engineering/ Chemical Effluents treatment labs. Virtual classroom/ Computer Networking and IT / E – Classroom/ Audio Visual equipment/ CCTV Networking etc. with Bachelor's Degree in Science / Technology / Engineering / Diploma in Engineering of 3 years duration with at least 55% marks.</p>
8.	Whether age, educational qualifications and experience prescribed for direct recruits will apply in the case of promotion.	NA
9.	Period of Probation, if any.	One year
10.	Method of Recruitment: Whether by Direct Recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	100% by Direct Recruitment

11.	In case of recruitment by promotion / deputation / absorption grades from which promotion / deputation / absorption to be made.	<u>Promotion through Selection under DPC : NA</u> <u>Deputation (including STC) / Composite Method of Recruitment:</u> Same as applicable for Direct Recruitment
12.	If DPC exists, what is its composition	Selection Committee and procedure as per the Statutes

18. Lab Assistant:

Particulars		Proposed Common RRs for IISERs
1.	Name of the Post	Lab Assistant
2.	Number of Posts	As per sanctioned strength
3.	Classification	Group "C"
4.	Scale of Pay (Band Pay, Grade Pay / Pay Level)	Pay Level 3 An incumbent after completion of 5 years at Pay Level 3 will be assessed by DPC for moving to higher Pay Level 4 (personal to the incumbent); after completion of 5 years at Pay Level 4 will be assessed by DPC for moving to higher Pay Level 5 with same designation (personal to the incumbent).
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age Limit for Direct Recruits / Deputation / Short-term contract	30 Years
7.	Minimum Educational qualifications and experience required for Direct Recruits / Deputation / Short-term contract.	B.Sc. (Physics/ Chemistry / Earth & Environmental Sciences / Biological Sciences) with 50% of marks from a recognized University / Institute. (OR) Employees with 3years' service in handling Laboratory equipment and experiments with B.Sc. (Physics/ Chemistry / Earth & Environmental Sciences / Biological Sciences) with 50% of marks from a recognized University / Institute.
8.	Whether age, educational qualifications and experience prescribed for direct recruits will apply in the case of promotion.	NA
9.	Period of Probation, if any.	One year
10.	Method of Recruitment: Whether by Direct Recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	100% by Direct Recruitment / Deputation (including short term contract) / Composite Method of Recruitment.

11.	In case of recruitment by promotion / deputation / absorption grades from which promotion / deputation / absorption to be made.	<u>Promotion through Selection under Limited Departmental Examination: NA</u> <u>Deputation (including STC) /Composite Method of Recruitment: 5 years of relevant experience at Pay Level-1 or above</u>
12.	If DPC exists, what is its composition	NA

19. Superintending Engineer:

Particulars		Proposed Common RRs for IISERs
1.	Name of the Post	Superintending Engineer
2.	Number of Posts	As per sanctioned strength
3.	Classification	Group "A"
4.	Scale of Pay (Band Pay, Grade Pay / Pay Level)	Pay Level 13 An incumbent after completion of 2 years at Pay Level 13 will be assessed by DPC for moving to higher Pay Level 13A with the same designation.
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age Limit for Direct Recruits / Deputation / Short-term contract	56 Years
7.	Minimum Educational qualifications and experience required for Direct Recruits / Deputation / Short-term contract.	B.E. / B. Tech. in Civil Engineering with first class or its equivalent Grade with good academic record from a recognized University/Institute. Experience: With at least 5 years regular service at Pay Level-12 or equivalent or 10 years regular service as Executive Engineer at Pay Level-11 or equivalent; in Central Govt. / State Govt. / Semi-Govt. / PSU / Statutory or Autonomous organization/ Govt. University / Institution of National Importance / reputed organizations under Central Govt. / State Govt. etc., dealing with construction of building projects as per CPWD norms with B.E. / B. Tech. in Civil Engineering with first class or its equivalent Grade with good academic record from arecognized University/Institute.
8.	Whether age, educational qualifications and experience prescribed for direct recruits will apply in the case of promotion.	NA
9.	Period of Probation, if any.	One year

10.	Method of Recruitment: Whether by Direct Recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	100% by Direct Recruitment / Deputation (including short term contract) / Composite Method of Recruitment.
11.	In case of recruitment by promotion / deputation / absorption grades from which promotion / deputation / absorption to be made.	<u>Promotion through Selection under Limited Departmental Examination: NA</u> <u>Deputation (including STC) /Composite Method of Recruitment: Same as applicable for Direct Recruitment.</u>
12.	If DPC exists, what is its composition	Selection Committee and procedure as per the Statutes

20. Executive Engineer (Civil / Electrical):

Particulars		Proposed Common RRs for IISERs
1.	Name of the Post	Executive Engineer (Civil / Electrical)
2.	Number of Posts	As per sanctioned strength
3.	Classification	Group "A"
4.	Scale of Pay (Band Pay, Grade Pay / Pay Level)	Pay Level 11 An incumbent after completion of 5 years at Pay Level 11 will be assessed by DPC for moving to higher Pay Level 12 (personal to the incumbent).
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age Limit for Direct Recruits / Deputation / Short-term contract	50 Years
7.	Minimum Educational qualifications and experience required for Direct Recruits / Deputation / Short-term contract.	<p>First class Bachelor's degree in Civil / Electrical Engineering from a recognized University/ Institute.</p> <p>Experience : 10 years of experience at the level of Assistant Engineer or equivalent position at Pay Level -7 or above, with First class Bachelor's degree in Civil / Electrical Engineering from a recognized University/ Institute.</p> <p style="text-align: center;">(OR)</p> <p>5 years of experience as Assistant Executive Engineer or equivalent position at Pay Level-10 in reputed Govt. Institutions/ Public Works Organisations / PSUs etc., dealing in construction of building projects as per Govt. / CPWD norms with First class Bachelor's degree in Civil / Electrical Engineering from a recognized University/ Institute.</p>
8.	Whether age, educational qualifications and experience prescribed for direct recruits will apply in the case of promotion.	NA
9.	Period of Probation, if any.	One year
10.	Method of Recruitment: Whether by Direct Recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	100% by Direct Recruitment / Deputation (including short term contract) / Composite Method of Recruitment.

11.	In case of recruitment by promotion / deputation / absorption grades from which promotion / deputation / absorption to be made.	<u>Promotion through Selection under Limited Departmental Examination</u> : NA <u>Deputation (including STC) / Composite Method of Recruitment</u> : Same as applicable for Direct Recruitment
12.	If DPC exists, what is its composition	Selection Committee and procedure as per the Statutes

21. Assistant Executive Engineer (Civil/Electrical):

Particulars		Proposed Common RRs for IISERs
1.	Name of the Post	Assistant Executive Engineer (Civil/Electrical)
2.	Number of Posts	As per sanctioned strength
3.	Classification	Group "A"
4.	Scale of Pay (Band Pay, Grade Pay / Pay Level)	Pay Level 10 After 5 years of service at Pay Level 10, an incumbent will be assessed by the Departmental Promotion Committee (DPC) for moving to the higher Pay Level 11 (personal to the incumbent); after completion of 5 years at Pay Level 11 will be assessed by DPC for moving to higher Pay Level 12 with same designation (personal to the incumbent).
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age Limit for Direct Recruits / Deputation / Short-term contract	40 Years
7.	Minimum Educational qualifications and experience required for Direct Recruits /Deputation / Short-term contract.	First class Bachelor's Degree in Civil / Electrical Engineering from a recognized University / Institute. (OR) Employees with 5 years of relevant experience in the Pay Level-7 or above as Assistant Engineer in the field of construction of Institutional Building, maintenance, designing and planning of civil works as per CPWD norms with First class Bachelor's Degree in Civil / Electrical Engineering from a recognized University / Institute.
8.	Whether age, educational qualifications and experience prescribed for direct recruits will apply in the case of promotion.	Age: NA Qualification: Yes
9.	Period of Probation, if any.	One year

10.	Method of Recruitment: Whether by Direct Recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	50% by Direct Recruitment / Deputation (including short term contract) / Composite Method of Recruitment. 50% by Promotion through Selection under DPC, failing which Deputation(including short term contract) / Composite Method of Recruitment / Direct Recruitment etc.
11.	In case of recruitment by promotion / deputation / absorption grades from which promotion / deputation / absorption to be made.	<u>Promotion through Selection under DPC</u> : Qualification as per Point 7 above with 10 years of experience at Pay Level-6 or 4 years at Pay Level 8. <u>Deputation (including STC) /Composite Method of Recruitment</u> : Same as applicable for Direct Recruitment
12.	If DPC exists, what is its composition	Selection Committee and procedure as per the Statutes

22. Assistant Engineer (Civil/Electrical):

Particulars		Proposed Common RRs for IISERs
1.	Name of the Post	Assistant Engineer
2.	Number of Posts	As per sanctioned strength
3.	Classification	Group “B”
4.	Scale of Pay (Band Pay, Grade Pay / Pay Level)	Pay Level 7 An incumbent after completion of 2 years at Pay Level 7 will be assessed by DPC for moving to higher Pay Level 8 (personal to the incumbent); after completion of 2 years at Pay Level 8 will be assessed by DPC for moving to higher Pay level 9; after completion of 2 years at Pay Level 9 will be assessed by DPC for moving to higher Pay level 10 (personal to the incumbent)
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age Limit	NA
7.	Minimum Educational qualifications and experience required for Direct Recruits / Deputation / Short-term contract.	<p>Bachelor’s Degree in Electrical / Civil / Mechanical Engineering with first class from a recognized University / Institute.</p> <p>Experience : 3 years relevant experience at Pay Level- 6 as Junior Engineer or above in the field of construction of Institutional Building, maintenance, designing and planning of civil works / electrical works as per CPWD norms.</p> <p style="text-align: center;">OR</p> <p>Diploma in Electrical / Civil / Mechanical Engineering with first class from a recognized University/ Institute with 5 years relevant experience at Pay Level- 6 as Junior Engineer or above in the field of construction of Institutional Building, maintenance, designing and planning of civil works / electrical works as per CPWD norms</p>
8.	Whether age, educational qualifications and experience prescribed for direct recruits will apply in the case of promotion.	NA
9.	Period of Probation, if any.	One year
10.	Method of Recruitment: Whether by Direct Recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	100% by Promotion (personal to the incumbent) and DPC.

11.	In case of recruitment by promotion / deputation / absorption grades from which promotion / deputation / absorption to be made.	<u>Promotion through Selection under DPC</u> : Qualification as per Point No. 7 with 5 years of experience at Pay Level 6. <u>Deputation (including STC)/ Composite Method of Recruitment</u> : Same as applicable for Direct Recruitment
12.	If DPC exists, what is its composition	Selection Committee and procedure as per the Statutes

23. Junior Engineer (Civil/Electrical):

Particulars		Proposed Common RRs for IISERs
1.	Name of the Post	Junior Engineer (Civil/Electrical/Mechanical)
2.	Number of Posts	As per sanctioned strength
3.	Classification	Group "B"
4.	Scale of Pay (Band Pay, Grade Pay / Pay Level)	Pay Level 6 An incumbent after completion of 6 years at Pay Level 6 will be assessed by DPC for moving to higher Pay Level 8 (personal to the incumbent); after completion of 2 years at Pay Level 8 will be assessed by DPC for moving to higher Pay level 9; after completion of 2 years at Pay Level 9 will be assessed by DPC for moving to higher Pay level 10 (personal to the incumbent).
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age Limit for Direct Recruits / Deputation / Short-term contract	35 Years
7.	Minimum Educational qualifications and experience required for Direct Recruits / Deputation / Short-term contract.	Bachelor's Degree in Electrical / HVAC/Civil / Mechanical Engineering with first class from a recognized University /Institute. (OR) Diploma in Electrical / HVAC/ Civil / Mechanical Engineering with first class from a recognized University / Institute with minimum 8 years of experience in civil/ electrical/ mechanical / HVAC works of construction/maintenance of building projects preferably in organizations/ firms dealing with works as per CPWD/ PWD/ Govt. norms.
8.	Whether age, educational qualifications and experience prescribed for direct recruits will apply in the case of promotion.	NA
9.	Period of Probation, if any.	One year
10.	Method of Recruitment: Whether by Direct Recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	100% by Direct Recruitment / Deputation (including short term contract) / Composite Method of Recruitment

11.	In case of recruitment by promotion / deputation / absorption grades from which promotion / deputation / absorption to be made.	<u>Promotion through Selection under Limited Departmental Examination: NA</u> <u>Deputation (including STC)/ Composite Method of Recruitment: Same as applicable for Direct Recruitment</u>
12.	If DPC exists, what is its composition	NA

24. Physical Education Instructor:

Particulars		Proposed Common RRs for IISERs
1.	Name of the Post	Physical Education Instructor
2.	Number of Posts	As per sanctioned strength
3.	Classification	Group "B"
4.	Scale of Pay (Band Pay, Grade Pay / Pay Level)	Pay Level 7 An incumbent after completion of 2 years at Pay Level 7 will be assessed by DPC for moving to higher Pay Level 8 (personal to the incumbent); after completion of 2 years at Pay Level 8 will be assessed by DPC for moving to higher Pay level 9; after completion of 2 years at Pay Level 9 will be assessed by DPC for moving to higher Pay level 10 with same designation (personal to the incumbent).
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age Limit for Direct Recruits / Deputation / Short-term contract	38 Years
7.	Minimum Educational qualifications and experience required for Direct Recruits / Deputation / Short-term contract.	<ol style="list-style-type: none"> 1. A Master's Degree in Physical Education and Sports or Sports Science with first class (or an equivalent grade in a point- scale, wherever the grading system is followed). 2. Diploma in coaching from NIS from any equivalent Institute. 3. Should qualify in the physical fitness test in accordance with the relevant Regulations of UGC as part of selection process. <p style="text-align: center;">(OR)</p> <ol style="list-style-type: none"> 1. Employees with 5 years of experience in a Central / State Educational Institutes / Organizations of repute. 2. Should have demonstrated meritorious performance in National or International level events for at least 2 times in the past 4 years. 3. Record of having represented the university / college at the inter-university / inter-collegiate competitions or the State and / or national championships. 4. Evidence of organizing competitions and conducting coaching camps of at least two weeks duration. 5. Evidence of having produced good performance of team / athletes for competitions like state / national / inter-university / combined university, etc., with Master's Degree in Physical Education and Sports or Sports Science with first class (or an equivalent grade in a point- scale, wherever the grading system is followed).

8.	Whether age, educational qualifications and experience prescribed for direct recruits will apply in the case of promotion.	NA
9.	Period of Probation, if any.	One year
10.	Method of Recruitment: Whether by Direct Recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	100% by Direct Recruitment/ Deputation (including short term contract) / Composite Method of Recruitment.
11.	In case of recruitment by promotion /deputation / absorption grades from which promotion / deputation / absorption to be made.	<u>Promotion through Selection under Limited Departmental Examination</u> : NA <u>Deputation (including STC) /Composite Method of Recruitment</u> : Same as Applicable for Direct Recruitment
12.	If DPC exists, what is its composition	NA

25. Medical Officer:

Particulars		Proposed Common RRs for IISERs
1.	Name of the Post	Medical Officer
2.	Number of Posts	As per sanctioned strength
3.	Classification	Group "A"
4.	Scale of Pay (Band Pay, Grade Pay / Pay Level)	Pay Level 10 + NPA The Career Progression of Medical Officer will be as per the DACP Scheme approved by MoE vide letter No. 33-04/2016-TS.VII dt. 12/01/2018.
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age Limit for Direct Recruits / Deputation / Short-term contract	40 Years
7.	Minimum Educational qualifications and experience required for Direct Recruits / Deputation / Short-term contract.	<p>MBBS Degree or equivalent qualification included in any one of the Schedules to the Indian Medical Council Act, 1956 (102 of 1956) and must be registered in a State Medical Register or Indian Medical Register.</p> <p style="text-align: center;">(OR)</p> <p>Employees with at least 5 years of post-qualification experience, after completing compulsory rotating internship, in arecognized large / multi-specialty hospital of good repute, with MBBS Degree or equivalent qualification included in any one of the Schedules to the Indian Medical Council Act, 1956 (102 of 1956) and must be registered in a State Medical Register or Indian Medical Register.</p> <p>Desirable: Post Graduate Qualification, preferably MD in General Medicine, or equivalent qualification included in any one of the Schedules to the Indian Medical Council Act, 1956 (102 of 1956) and must be registered in a State Medical Register or Indian Medical Register.</p>
8.	Whether age, educational qualifications and experience prescribed for direct recruits will apply in the case of promotion.	NA
9.	Period of Probation, if any.	One year

10.	Method of Recruitment: Whether by Direct Recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	100% by Direct Recruitment / Deputation (including short term contract) / Composite Method of Recruitment.
11.	In case of recruitment by deputation / absorption grades from which promotion / deputation / absorption to be made.	<u>Promotion through Selection under Limited Departmental Examination</u> : NA <u>Deputation (including STC)/ Composite Method of Recruitment</u> : Same as applicable for Direct Recruitment
12.	If DPC exists, what is its composition	NA

Note:

- i) The Medical degree/post graduate degree qualifications possessed by the candidates must have the recognition of the Medical Council of India.
- ii) Completion of compulsory Rotating Internship Certificate, Registration Certificate, an official document showing name of College / Institution from where degree /Diploma has been obtained and official document showing name of the Institution from where experience has been gained are mandatorily required.

26. Nurse:

Particulars		Proposed Common RRs for IISERs
1.	Name of the Post	Nurse
2.	Number of Posts	As per sanctioned strength
3.	Classification	Group "B"
4.	Scale of Pay (Band Pay, Grade Pay / Pay Level)	Pay Level 7 An incumbent after completion of 2 years at Pay Level 7 will be assessed by DPC for moving to higher Pay Level 8 (personal to the incumbent); after completion of 2 years at Pay Level 8 will be assessed by DPC for moving to higher Pay level 9; after completion of 2 years at Pay Level 9 will be assessed by DPC for moving to higher Pay level 10 (personal to the incumbent).
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age Limit for Direct Recruits / Deputation / Short-term contract	38 Years
7.	Minimum Educational qualifications and experience required for Direct Recruits / Deputation / Short-term contract.	Master's Degree (with 50% marks) in Nursing from recognized University / Institutions. OR First Class Degree in B.Sc. (Nursing) (4-year course) from a recognized Institute/ University. AND Should be registered as Nurses & Midwife in Indian Nursing Council / State Nursing Council. Experience : Minimum 3 years clinical experience in minimum 50 bedded hospital recognized by Central / State Govt / Medical Council of India
8.	Whether age, educational qualifications and experience prescribed for direct recruits will apply in the case of promotion.	NA
9.	Period of Probation, if any.	One year
10.	Method of Recruitment: Whether by Direct Recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	100% by Direct Recruitment / Deputation (including short term contract) / Composite Method of Recruitment.

11.	In case of recruitment by promotion / deputation / absorption grades from which promotion / deputation / absorption to be made.	<u>Promotion through Selection under Limited Departmental Examination</u> : NA <u>Deputation (including STC) / Composite Method of Recruitment</u> : Same as applicable for Direct Recruitment
12.	If DPC exists, what is its composition	Selection Committee and procedure as per the Statutes

The degrees/diplomas must necessarily have the recognition of Nursing Council of India and the candidates must have a valid registration with NCI

27. Pharmacist:

Particulars	Proposed Common RRs for IISERs
1. Name of the Post	Pharmacist
2. Number of Posts	As per sanctioned strength
3. Classification	Group “C”
4. Scale of Pay (Band Pay, Grade Pay / Pay Level)	Pay Level 5
5. Whether Selection Post or non-Selection Posts	Selection
6. Age Limit for Direct Recruits / Deputation / Short-term contract	33 Years
7. Minimum Educational qualifications and experience required for Direct Recruits / Deputation / Short-term contract.	<p>Bachelor’s Degree (with 55%) in Pharmacy from an Institution recognized by the Central or State Govt. Should be registered as a ‘Pharmacist’ under the Pharmacy Act, 1948.</p> <p>(OR)</p> <p>5 years experience as a Pharmacist at reputed minimum 50 bedded hospital / Organizations in Central Govt. / State Govt. / Recognized Private Hospitals / Nursing Homes / Pharmacies etc. with Bachelor’s Degree (with 55%) in Pharmacy from an Institution recognized by the Central or State Govt. Should be registered as a ‘Pharmacist’ under the Pharmacy Act, 1948.</p>
8. Whether age, educational qualifications and experience prescribed for direct recruits will apply in the case of promotion.	NA
9. Period of Probation, if any.	One year
10. Method of Recruitment: Whether by Direct Recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	100% by Direct Recruitment
11. In case of recruitment by promotion / deputation / absorption grades from which promotion / deputation / absorption to be made.	<p><u>Promotion through Selection under Limited Departmental Examination:</u> NA</p> <p>Deputation (including STC)/ Composite Method of Recruitment: Same as applicable for Direct Recruitment</p>
12. If DPC exists, what is its composition	NA

28. Junior Hindi Translator :

Particulars		Proposed Common RRs for IISERs
1.	Name of the Post	Junior Hindi Translator
2.	Number of Posts	As per sanctioned strength
3.	Classification	Group "B"
4.	Scale of Pay (Band Pay, Grade Pay / Pay Level)	Pay Level 6 An incumbent after completion of 6 years at Pay Level 6 will be assessed by DPC for moving to higher Pay Level 8 (personal to the incumbent); after completion of 2 years at Pay Level 8 will be assessed by DPC for moving to higher Pay level 9; after completion of 2 years at Pay Level 9 will be assessed by DPC for moving to higher Pay level 10 with same designation (personal to the incumbent)
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age Limit for Direct Recruits / Deputation / Short-term contract	35 Years
7.	Minimum Educational qualifications and experience required for Direct Recruits / Deputation / Short-term contract.	Master's degree of a recognized University in Hindi with English as a compulsory or elective subject or as the medium of examination at the degree level; (OR) At least 5 years' office environment and typing skills in Hindi / English. Excellent computer skills for handling correspondence work / office files/ papers with proficiency in English & Hindi. Knowledge of translation work from Hindi to English and vice versa with Master's degree of a recognized University in Hindi with English as a compulsory or elective subject or as the medium of examination at the degree level;

8.	Whether age, educational qualifications and experience prescribed for direct recruits will apply in the case of promotion.	NA
9.	Period of Probation, if any.	One year
10.	Method of Recruitment: Whether by Direct Recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	100% by Direct Recruitment / Deputation / Short- Term Contract/ Composite Method of Recruitment.
11.	In case of recruitment by promotion / deputation / absorption grades from which promotion / deputation / absorption to be made.	<u>Promotion through Selection under Limited Departmental Examination:</u> NA <u>Deputation (including STC)/ Composite Method of Recruitment:</u> Same as applicable for Direct Recruitment
12.	If DPC exists, what is its composition	Selection Committee and procedure as per the Statutes

29. Chief Security Officer:

Particulars		Proposed Common RRs for IISERs
1.	Name of the Post	Chief Security Officer
2.	Number of Posts	As per sanctioned strength
3.	Classification	Group "A"
4.	Scale of Pay (Band Pay, Grade Pay / Pay Level)	Pay Level 10 An incumbent after completion of 5 years at Pay Level 10 will be assessed by DPC for moving to higher Pay Level 11 (personal to the incumbent); after completion of 5 years at Pay Level 11 will be assessed by DPC for moving to higher Pay level 12 with same designation (personal to the incumbent).
5.	Whether Selection Post or non-Selection Posts	Selection
6.	Age Limit for Direct Recruits / Deputation / Short-term contract	45 Years
7.	Minimum Educational qualifications and experience required for Direct Recruits / Deputation / Short-term contract.	First Class Bachelor's Degree or its equivalent from a recognized University or Institute in any discipline and Minimum 5 years supervisory experience in Army / Central paramilitary Forces in Govt. organization / educational / Police Department / Private organisation.
8.	Whether age, educational qualifications and experience prescribed for direct recruits will apply in the case of promotion.	NA
9.	Period of Probation, if any.	One year
10.	Method of Recruitment: Whether by Direct Recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	100% by Direct Recruitment / Deputation / Short- Term Contract/ Composite Method of Recruitment.
11.	In case of recruitment by promotion / deputation / absorption grades from which promotion / deputation / absorption to be made.	<u>Promotion through Selection under Limited Departmental Examination:</u> NA <u>Deputation (including STC)/ Composite Method of Recruitment:</u> Same as applicable for Direct Recruitment
12.	If DPC exists, what is its composition	NA

30. Counsellor:

Particulars		Proposed Common RRs for IISERs
1.	Name of the Post	Counsellor
2.	Number of Posts	As per sanctioned strength
3.	Classification	Group "A"
4.	Scale of Pay (Band Pay, Grade Pay / Pay Level)	Pay Level 10 After 5 years of service at Pay Level 10, an incumbent will be assessed by the Departmental Promotion Committee (DPC) for moving to the higher Pay Level 11 (personal to the incumbent); after completion of 5 years at Pay Level 11 will be assessed by DPC for moving to higher Pay level 12 with same designation (personal to the incumbent).
5.	Whether Non- Selection Post or Selection Posts	Selection
6.	Age Limit for Direct Recruits / Deputation / Short-term contract	40 years
7.	Minimum Educational qualifications and experience required for Direct Recruits / Deputation / Short-term contract.	Master's Degree with 55% in Clinical Psychology (OR) Employees with 5 years' experience in counselling students with regard to their academic and psychosocial and emotional issues in any reputed academic Institute or a reputed organization with Master's Degree with 55% in Clinical Psychology
8.	Whether age, educational qualifications and experience prescribed for direct recruits will apply in the case of promotion.	NA
9.	Period of Probation, if any.	One year
10.	Method of Recruitment: Whether by Direct Recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	100% by Direct Recruitment / Deputation / Short- Term Contract/ Composite Method of Recruitment.
11.	In case of recruitment by promotion / deputation / absorption grades from which promotion / deputation / absorption to be made.	<u>Promotion through Selection under Limited Departmental Examination:</u> NA <u>Deputation (including STC) / Composite Method of Recruitment:</u> Same as applicable for Direct Recruitment
12.	If DPC exists, what is its composition	NA