



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

विज्ञापन सं./Advertisement No.: R/04/2017 Dated November 03, 2017

Indian Institute of Technology Kharagpur, an Institute of National Importance and the first and largest in the chain of IITs engaged in teaching, research and development. The Institute invites online applications from the Indian Nationals for the following posts:

Sl. No.	Name of the post(s)	No. of Vacancies					Pay Band & Grade Pay plus admissible allowances as per the Institute norms.	Total Monthly Emoluments (approx.)
		UR	SC	ST	OBC	Total		
1	Principal Medical Officer	1	-	-	-	1	₹37400-67000/-(PB-4), GP ₹8900/-	₹1,26,083/- + NPA as per rules
2	Deputy Registrar	2*	-	-	-	2	₹15600-39100/-(PB-3), GP ₹7600/-	₹77,279/-
3	Senior Counsellor Grade-I	1	-	-	-	1	₹15600-39100/-(PB-3), GP ₹7600/-	₹77,279/-
4	Senior Counsellor Grade-II on Contract/Deputation	1	-	-	-	1	₹15600-39100/-(PB-3), GP ₹6600/-	₹66,945/-
5	Counsellor	1	-	-	-	1	₹15600-39100/-(PB-3), GP ₹5400/-	₹56,114/-
Total		6	-	-	-	6		
* One (1) post of Deputy Registrar is purely on Contract/Deputation basis								
The Pay is under revision as per 7th CPC								

The qualification, experience and age limit for the above post(s) are as under:

1. Principal Medical Officer

Pay Band and Grade Pay: ₹37400-67000/- (PB-4) with Grade Pay (GP) ₹8900/- + NPA as per rules and other allowances as admissible.

Essential Qualification :

MBBS and MS/MD degrees in clinical disciplines (Gen. Medicine, Gen. Surgery, Paediatrics, Ob & Gyn, Orthopaedics, Anesthesia, Intensive Care, Preventive and Social Medicine etc) from recognized and reputed universities in India and overseas.

Essential Experience: : At least 15 years of experience as a Medical Officer in recognized hospitals out of which a minimum of 3 years experience in administrative positions as Senior Medical Officer Grade-I/Medical Superintendent/Chief Medical Officer or equivalent in GP of Rs. 7600/- or equivalent in Government/PSU/Reputed private sector Hospitals of sizable indoor/outdoor patients.

Maximum age limit: Preferably below 55 years.

2. Deputy Registrar

Pay Band and Grade Pay: ₹15600-39100/- (PB-3) with Grade Pay ₹7600/- and other allowances as admissible.

Essential Qualification: Master's Degree with at least 55% marks or its equivalent grade of 'B' in the UGC 7 point scale from a recognised University/Institute of repute and consistently good academic records.

Essential Experience :

(i) Nine (9) years' of experience as Assistant Professor in the AGP of ₹6000/- and above in a reputed organisation with experience in educational administration, or

(ii) Comparable experience in research establishment and/or other institutions of higher education, or

(iii) 5 years' of administrative experience as Assistant Registrar in GP of Rs. 5400/- or in an equivalent post in IITs/University System/Research Institute/Central Government Departments.

Desirable: Experience/Exposure to computer based Finance & Accounting/Audit/Academic/Purchase & Stores/Establishment/Personnel & HR/Services & facilities Management will be preferred.

Maximum age limit: Not exceeding 50 years.

3. Senior Counsellor Grade-I

Pay Band and Grade Pay: ₹15600-39100/- (PB-3) with Grade Pay (GP) ₹7600/- and other allowances as admissible.

Essential Qualification & Experience: Masters degree in Psychology with specialization in clinical / social psychology with atleast 5 years experience in psychological counselling in a Clinical, Medical or Academic institution of repute of which atleast 2 years as Senior Counsellor Grade- II or equivalent in GP of Rs. 6600/ or equivalent OR atleast 5 years relevant experience as Counsellor or equivalent in GP of Rs. 5400/ or equivalent in a reputed organisation, OR

M. Phil in Clinical Psychology with 1st class, along with atleast 5 years experience of which atleast 2 years as senior Counsellor Grade. II in GP of Rs. 6600/ or equivalent, or atleast 5 years relevant experience as Counsellor Grade in GP of Rs. 5400/ or equivalent, OR

MA in Clinical Psychology with 1st Class along with 6 years of relevant experience of which atleast 2 years as Senior Counsellor Grade. II in GP of Rs. 6600/ or equivalent or atleast 5 years relevant experience as Counsellor Grade in GP of Rs. 5400/ or equivalent.

Desirable: i) M. Phil/Ph.D. in psychology will be preferred.

ii) Experience in psychological counselling of young adults living in a fully residential campus of an academic institution of repute.

Maximum age limit: Not exceeding 50 years.

4. Senior Counsellor Grade-II on Contract/Deputation

Pay Band and Grade Pay: ₹15600-39100/- (PB-3) with Grade Pay (GP) ₹6600/- and other allowances as admissible.

Essential Qualification & Experience: Masters degree in Psychology with specialization in clinical/social psychology with at least 5 years experience in psychological counselling in a Clinical, Medical or Academic institution of repute of which at least 3 years as Counsellor in GP of Rs. 5400/ or equivalent, OR

M. Phil in Clinical Psychology with 1st class, along with at least 5 years experience of which at least 3 years as Counsellor in GP of Rs. 5400/ or equivalent, OR

MA in Clinical Psychology with 1st Class along with 6 years of relevant experience of which at least 3 years as Counsellor in GP of Rs. 5400/ or equivalent.

Desirable: i) M. Phil/Ph.D. in psychology will be preferred.

ii) Experience in psychological counselling of young adults living in a fully residential campus of an academic institution of repute.

Maximum age limit: Not exceeding 40 years.

5. Counsellor

Pay Band and Grade Pay: ₹15600-39100/- (PB-3) with Grade Pay (GP) ₹5400/- and other allowances as admissible.

Qualification & Experience: Masters degree in Psychology with specialization in clinical / social psychology with 2 years experience in psychological counselling in a Clinical, Medical or Academic institution of repute. OR M. Phil in Clinical Psychology with 1st class, along with atleast 2 years of relevant experience. OR MA in Clinical Psychology with 1st Class along with 3 years of relevant experience.

Relevant experience is defined as counselling experience for group counselling as well as individual counselling in an educational institution or in a mental health-care clinic.

Desirable: i) M. Phil/Ph.D. in psychology preferred.

ii) Experience in psychological counselling of young adults living in a fully residential campus of an academic institution of repute.

Maximum age limit: Not exceeding 35 years.

General Instructions

1. Reservation for ST/SC/OBC/PWD/Ex-Serviceman as per Government of India Rules.
2. Age relaxation for SC/ST/OBCs/Persons with Disabilities (PWD) and women candidates is applicable as per Government of India norms. Age relaxation is also applicable those are working in IIT system.
3. The Institute reserves the right to relax experience in exceptional cases, or in the case of persons already holding analogous positions in a Centrally Funded Technical Institute / University / Research Institution.
4. The Institute also reserves the right of rejecting any or all the applications without assigning any reasons thereof.
5. One (1) post at Sl. No. 2 and Post at Sl. No. 4 is purely on Contract/Deputation basis.
6. The Institute reserves the right to offer appointment in lower position if suitable candidates are not found in a particular post as advertised.
7. Candidates applying for more than one post should apply separately for each post.
8. Candidates should submit their SC/ST/OBCs/Disability Certificate issued by the Competent Authority in the prescribed format along with the application form, in support of their claim if applicable as per advertisement.
9. Degree as referred above should have been awarded by a recognized University / Institute.
10. Mere eligibility will not vest any right on any candidate for being called for interview. The decision of the Institute in all matters will be final. No correspondence will be entertained from the candidates in connection with the process of selection/interview. Canvassing in any manner would entail disqualification of the candidature.
11. Persons employed in Government / Semi Government Organizations / Autonomous Bodies should submit their application through proper channel. They may, however, send an advance copy of the application. Those who are unable to process their application through proper channel may submit 'No Objection Certificate (NOC)' from present employer during the time of interview. However, they should submit an undertaking to that effect. Direct application from such candidates will not be entertained.
12. Candidate should submit a certificate from the employer/competent authority that no vigilance/disciplinary case is either pending or contemplated against him/her.
13. Institute strives to have a workforce which reflects gender balance. Women candidates are encouraged to apply.
14. The Institute reserves the right to call only the requisite number of candidates for interview after shortlisting with reference to the candidate's qualification, suitability, experience, etc.
15. Incomplete applications or applications without self-attested copies of certificates/testimonials or received after the last date are liable to be rejected.
16. Any dispute with regard to the selection/recruitment process will be subject to Courts having jurisdiction over Kolkata.
17. The Institute reserves the right to evolve any screening/selection process e.g. Screening Test/Written Test/Seminar Presentation/Group Discussion/Personal Interview etc. if the number of applicant is large for a particular post.
18. The number of posts may increase at the time of appointment.
19. To-and-fro rail fare by the shortest route being limited to AC- 2 tier for the post at Sl. No. 1 and AC-3 tier for the posts Sl. No. 2 to 5 will be paid only to the shortlisted SC/ST/PWD Candidates appearing before the Selection Committee for an Interview.
20. Candidates possessing requisite qualification and experience are required to **apply online** (<https://erp.iitkgp.ernet.in/CAREER/auth/opening.htm>) on or before **December 04, 2017** and send a signed hardcopy print out of online application on or before **December 04, 2017** to **"Assistant Registrar, E-III, Indian Institute of Technology Kharagpur-721302, West Bengal, India"**. **Unless the hardcopy is received, the application will not be considered. The envelope should be superscribed with the name of the post applied for.**
21. NO INTERIM ENQUIRIES WILL BE ENTERTAINED.

For any other details please contact through - **Phone:** 03222- 282125/282135/282137, **Fax:** 03222-282020, **Email:** recsec@adm.iitkgp.ernet.in

If any problem is encountered during online application, please contact through phone: +91-3222-281017/18/19.

कुलसचिव/Registrar