

INDIAN INSTITUTE OF TECHNOLOGY JAMMU

Advertisement No. IIT Jammu/01/2025 (on Deputation Basis)

Indian Institute of Technology Jammu invites online applications to fill up the Group A positions **on Deputation Basis:-**

Ser	Positions*	Dept./ Unit	Group	Number of vacancies	Age Limit (as on start of receipt of application)	Pay Level (as per 7 th CPC)
1	Executive Engineer (Civil/Electrical)	Infrastructure, Planning and Management	A	02 (01 Civil and 01 Electrical)	50 years	Level-12 (₹78800 - ₹209200)
2	Assistant Executive Engineer (Civil/Electrical)	Infrastructure, Planning and Management	A	03 (02 Civil and 01 Electrical)	45 years	Level-10 (₹56100 - ₹177500)

***There is no provision for absorption on this post:** The initial appointment will be for a period of **two (02) years**, extendable on a year-to-year basis at the discretion of the competent authority, subject to a maximum of five (05) years. Online Applications are invited from employees under Central/ State or UT Governments/ PSU/ PSE/ Universities/ Autonomous bodies/ Government Laboratories/ Recognized Research Institutes or Institutes of National Importance for the following positions at IIT Jammu.

1. Executive Engineer (Civil/Electrical), Level 12 of 7th CPC:

(i) Essential Eligibility Criteria:

- (a) Bachelor's Degree or equivalent in Engineering (Civil/Electrical Engineering) from a recognized university/ Institute minimum 60% marks.
- (b) A person holding analogous post, or having at least 05 years relevant experience in Pay Matrix Level 10/Level 11 of 7th CPC (Pre-revised PB:3 GP Rs. 5400/ 6600) under Central/ State or UT Governments/ PSU/ PSE/ Universities/ Autonomous bodies/ Government Laboratories/ Recognized Research Institutes or Institutes of National Importance.

(ii) Desirable: Qualification & Experience

The following are the desirable qualifications and skill sets required for the post of Executive Engineer:

- (a) Diploma/ certifications in the field of Construction management.
- (b) Experience in managing large-scale construction projects, particularly in educational institutions or similar settings.
- (c) Experience of managing composite building project with services and quality control.
- (d) Strong understanding of construction methodologies, materials, and regulations.
- (e) Knowledge of structural, electrical, and mechanical systems.
- (f) Ability to plan, execute, and monitor construction projects from inception to completion.
- (g) Expertise in budgeting, scheduling, and resource allocation.
- (h) Experience with risk management and mitigation strategies.
- (i) Strong leadership skills to manage and motivate a diverse team of engineers, contractors, and labourers.
- (k) Excellent communication skills for coordinating with the Institute Engineer, stakeholders, contractors, and regulatory bodies.
- (l) Ability to resolve conflicts and make decisions under pressure.
- (m) Strong analytical skills to evaluate project progress and performance.
- (n) Effective problem-solving abilities to address construction challenges and unforeseen issues.
- (o) Knowledge of safety protocols and regulations.
- (p) Ability to implement quality control measures and conduct site inspections.
- (q) Familiarity with local, state, and national building codes and regulations.
- (r) Experience in obtaining necessary permits and ensuring compliance with legal requirements.
- (s) Ability to work collaboratively in a multidisciplinary environment.
- (t) Understanding of financial aspects related to construction, including cost estimation, financial planning, and budget management.

- (u) Ability to manage contracts and negotiate with vendors and subcontractors.
- (v) Strong organizational skills to manage multiple tasks and priorities effectively.
- (w) Knowledge of latest automation tools / software like BIMS, Project Management software like Revit, Primavera, Microsoft Project or other latest software including AI tools in the field of construction management, etc.
- (x) Knowledge of quality control.
- (y) Knowledge of handling survey equipment.

2. Assistant Executive Engineer (Civil/Electrical), Level 10 of 7th CPC

(i) Essential Eligibility Criteria:

- (a) Bachelor's Degree or equivalent in Engineering (Civil/Electrical Engineering) from a recognized university/ Institute minimum 60% marks.
- (b) A person holding analogous post, or having least 05 years relevant experience in Pay Matrix Level 8 of 7th CPC (Pre-revised PB-2: GP Rs 4800) under Central/ State or UT Governments/ PSU/PSE/ Universities/ Autonomous bodies/ Government Laboratories/ Recognized Research Institutes or Institutes of National Importance.

(ii) Desirable: Qualification & Experience

The following are the desirable qualifications and skill sets required for the post of Assistant Executive Engineer:

- (a) Strong understanding of civil/ electrical engineering principles and practices.
- (b) Experience in estimation and billing of civil/electrical works.
- (c) Knowledge of the working of GSS/ESS.
- (d) Knowledge of building codes, standards, and safety regulations.
- (e) Knowledge of development method statement to comply with execution codes with quality.
- (f) Integration of HVAC/Lifts/WTP experience.
- (g) Ability to develop and manage project plans, schedules, and budgets.
- (h) Proficiency in risk management and mitigation strategies.
- (i) Experience in procurement and contract management.
- (k) Strong problem-solving skills and the ability to make decisions under pressure.
- (l) Excellent communication skills, both written and verbal, to interact with stakeholders, including contractors, architects, and regulatory authorities.
- (m) Effective negotiation skills to handle disputes and ensure project objectives are met.
- (n) Ability to work effectively within a team of engineers, architects, and other professionals.
- (o) Collaborative mind set to work with Institute Engineer, Executive Engineer, and other senior staff.
- (p) Familiarity with local and national regulations, especially those applicable to educational institutions.
- (q) High ethical standards and integrity in professional conduct.
- (r) Knowledge of latest automation tools / software like BIMS, Project Management software like Revit, Primavera, Microsoft Project or other latest software including AI tools in the field of construction management, etc.
- (s) Knowledge of quality control.
- (t) Knowledge of handling survey equipment.

1. GENERAL INSTRUCTIONS: -

(a) Candidates should read carefully the requisite minimum essential qualifications, age and eligibility, experience criteria etc. laid down in the advertisement before applying for the relevant post. Since all the applications will be screened on the basis of data submitted by the candidate in the **online application form**, the candidates must satisfy their suitability for the position to which they are applying. If at any stage during the screening, recruitment and selection process and even after appointment, it is found that candidates have furnished false or incorrect information, their candidature will be rejected/ cancelled/ terminated immediately. The institute take no responsibility for incomplete/incorrect information. No correspondence in this regard shall be entertained at later date.

(b) Applicants should take due care while filling online information for different positions. **Application once submitted online cannot be altered/ resubmitted, under any circumstances.** Further, no request with respect to making changes in any data/ particular will be entertained, once the application is submitted successfully. Therefore, please keep all data/details ready before you start filling up the application online.

(c) In addition to the pay in the Pay Matrix as per 7th CPC as mentioned above, the posts carry the usual allowances at par with those admissible under IIT Jammu rules in the corresponding Pay Scale. The other terms and conditions of the appointment on deputation will be governed in accordance with the guidelines issued by the GoI/ DoPT vide letter No. 6/8/2009-Estt.(Pay II) dated 17.06.2010 and as amended from time to time in the light of 7th CPC.

(d) Printout of final Online submitted application along with photocopies of supporting documents in respect of your Educational Qualification, Mark sheet, Experience & Salary etc. which you have mentioned in your online application, shall be forwarded to the Registrar, IIT Jammu through Proper Channel along with following documents (within 10 days of the last date of submission of Application Form):

- (i) NOC/Consent Letter from Parent organization and borrowing organization, if applicable.
- (ii) Cadre Clearance from Cadre Controlling Authority.
- (iii) Vigilance Clearance Certificate that no Disciplinary/Vigilance case is pending or contemplated against the officer.
- (iv) Certificate that no major/minor penalty has been awarded to him/her during the last ten years.
- (v) The complete and upto date photocopies of CR dossiers/Assessment reports of the applicant for the last 5 years duly attested by an officer on each page.
- (vi) If present post held on regular basis: -
 - Grade Pay/ Pay Level of the post.
 - Grade Pay/ Pay Level in which the pay is being drawn by the applicant.
 - Reasons for difference, if any, in (a) & (b) above i.e. whether Grade Pay/ Pay Level under NFU/NFSG/MACP etc.Present post held, if different from above, on regular basis: -
 - Designation & Name of the Office.
 - Grade Pay/ Pay Level of the post.
 - Grade Pay/ Pay Level in which the pay is being drawn by the applicant.
 - If the post is held on deputation basis, the number of years spent on deputation basis.
- (vii) Equivalency certificate (IDA/ other pay scales to 7th CPC pay matrix level), if applicable.

The above-mentioned documents/ Certificates are mandatory; otherwise the candidature shall not be considered.

(e) IIT Jammu strives to have a workforce which reflects gender balance and women candidates are encouraged to apply.

(f) Age should not exceed the limit as on the date of start of acceptance of applications.

(g) Fulfillment of qualifications and experience is an essential requirement. The candidate will be called for Written Test/ Proficiency Test/Computer Test/Interview, as stated above while progressing ahead in the stage(s) of recruitment/ selection, following the standards in general. As stated, the Institute is free to set the benchmark and call only the eligible candidates above set benchmark for the Written Test/ Proficiency Test/Computer Test/Interview. **Further, IIT Jammu also reserves the right NOT to fill any of the post advertised, in the event or exigency so decided without assigning any reason thereof.**

- (h) The Institute will conduct a multistage assessment process for advertised positions. This may include screening, written test/proficiency test/computer test/presentation/ interviews as per requirement of advertised post. The final merit calculation may involve one of the following: -
- I: Each Stage will be an elimination round, so the candidate has to qualify for each test to appear for next stage
 - II : Cumulative marks/performances from multiple stages
 - III: A combination of involved processes in points I & II above Final selection.
- (j) **The Institute reserves the right to reduce/ increase the stages of recruitment.** All stages may be conducted on the same day without any prior notice. However, actual selection shall depend on the merit over and above this minimum level as determined by the respective Selection Committee(s).
- (k) Outstation candidates called for Written Test/Proficiency Test/Computer Test/Interview for Group 'A' posts will be paid 2nd AC Railway Fare from the place of duty/residence to the IIT Jammu for **selection process** and back by the shortest route. The reimbursement will be made through RTGS to candidate's Bank Account, and no cash will be paid on the spot.
- (l) The age of superannuation for all post are 60 years.
- (m) The Terms and Conditions of the advertisement such as Pay Level/ Grade Pay/ Mode of Recruitment etc. are subject to amendments from time to time as per Recruitment & Promotion norms of IIT Jammu.

2. Application Submission:

- (a) The candidates are required to apply **ONLINE** only from **10:00 a.m. from 16 July 2025 to 16 August 2025 upto 05:00 p.m.**
- (b) For submission of application through ONLINE MODE, please visit: <https://apply.iitjammu.ac.in>
- (c) The print out of the ONLINE completed and duly signed application along with prescribed fee paid and all relevant educational and experience certificates duly self-attested must reach the institute on or before **25 August 2025** by Post. The envelope, containing complete application, should be super-scribed as "Application for the post of _____" and must be sent to Registrar, Indian Institute of Technology Jammu, Jagti NH-44, Nagrota, Jammu (Jammu and Kashmir) – 181221.
- (d) Candidates who have successfully submitted their applications online have to ensure that their application number appear in the list which would be available after the last date of the advertisement on the website. Only those candidates who have successfully completed and submitted the application and paid the requisite fees shall find their application number listed on IIT Jammu website. If there is any discrepancy/query, please contact staff.recruitment@iitjammu.ac.in within one week from the date of display of the list.
- (e) Incomplete application will be summarily rejected, and application received after last date shall not be entertained and the Institute will not be responsible for any delay.
- (f) Keep a printout of online application form for future reference.
- (g) Decision of the Institute in all matter relating to the eligibility of the candidate, Written Test/Proficiency Test/Computer Test/Interview would be final and binding on all the candidates.
- (h) The appointment of the selected candidates will be subject to their being found medically fit as per the requirements of the Institute.
- (j) The Institute shall verify the antecedents or documents submitted by a candidate at any time, at the time of appointment or during the tenure of the services. In case, it is detected that the documents submitted by the candidates are fake or the candidate has doubtful / unacceptable antecedents / background and has suppressed the said information, then his / her services shall be terminated forthwith and in addition, legal action may be initiated against such candidates / employees as per law.
- (k) Candidates who desire to apply for more than one post should apply online separately for each post.
- (l) In case of any corrigendum / addendum pertaining to this advertisement, the same shall be published in the Institute's website only.
- (m) Canvassing in any form and / or bringing any influence, political, or otherwise, will definitely be treated as a disqualification for the post applied for.

3. Fee Payable:

- (a) Candidates are required to pay a non-refundable Fee of **Rs.1000/- (₹800/- towards application fee plus ₹200/- towards processing fee) for Group 'A'** has to be paid through the link provided at the portal. This fee is inclusive of GST.
- (b) **The fee once paid will not be refunded or re-adjusted under any circumstances.**

4. Follow up after applying:

(a) The applicants should visit Institute website and portal regularly for status updates in recruitment. Screened list of eligible candidates with application number will be displayed on the Institute website, after screening is done. Information regarding selection test, Interview schedule etc. will be communicated through the Institute website and email. The Institute will not be responsible in any manner, if, candidate fails to visit/access the website in time.

(b) No correspondence whatsoever will be entertained from candidates regarding conduct and result of interview and reasons for not being called for interview or selection.

(c) List of shortlisted candidates will be displayed on the Institute's Website. Applicants are instructed to visit the website regularly. Shortlisted candidates will be informed through email only and no separate communication will be sent.

Registrar

Dated: 16 July 2025

Note: The advertisement is published in bilingual. In case of any confusion/clarity in the language, the English version will be considered as final.