



भारतीय सूचना प्रौद्योगिकी संस्थान भोपाल ( मध्य प्रदेश) - 462003

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

**Indian Institute of Information Technology Bhopal (M.P.) - 462003**

(An Institute of National Importance under the Ministry of Education, Government of India)

F. No: IIITBpl/Rectt./Non-Teaching/2025/1658

Date: 22/07/2025

Indian Institute of Information Technology Bhopal is established by the Ministry of Education, Govt of India, under the Public Private Partnership (PPP) mode. The Institute offers UG programs in Computer Science and Engineering (CSE), Information Technology (IT) and Electronics and Communication Engineering (ECE), PG programs (M. Tech. programs and MCA program) and Ph.D. programs in relevant disciplines.

The Institute is in search of suitable Indian nationals for appointment to the position of Lab Assistant, offered on a contractual basis. Please find the additional relevant details below:

**Details of the posts:**

|   |   |        |     |         |
|---|---|--------|-----|---------|
| Name of the Position                    | Lab Assistant (Contract)  |        |     |         |
| Number of Positions                     | 05 (Five) - 2 (UR), 2 (OBC-NCL) and 1 (SC)  |        |     |         |
| Department wise post                    | <b>Name of Lab</b>  | CSE&IT | ECE | Physics |
|   | <b>No of post</b>   | 03     | 01  | 01      |
| Remuneration                            | <b>Consolidated pay of Rs. 35,000/- to Rs. 38,500/- Per Month</b> depending upon performance in the written / skill test, followed by interaction with ad-hoc Selection Committee.  |        |     |         |
| Age limit                               | <b>Not exceeding 30 Years</b> as on the last date of submission of online application   |        |     |         |
| Essential Qualifications and Experience | <p><b>1. Essential qualifications and experience for CSE, IT and ECE labs are as under:</b></p> <p>Master's Degree in a relevant /equivalent branch with a minimum of 60% marks in the qualifying degree from a recognized University/Institute.</p> <p style="text-align: center;"><b>OR</b></p> <p>B.E. / B.Tech. in a relevant branch with at least 60% marks or equivalent CGPA in the qualifying degree from a recognized University / Institution with minimum 2 years of relevant experience.</p> <p style="text-align: center;"><b>OR</b></p> <p>Three years Diploma in the Relevant branch (after 10+2 with Physics, Chemistry &amp; Maths) with a minimum of 60% marks in the qualifying degree from a recognized University / Institute with a minimum of 03 years relevant experience.</p> <p><b>2. Essential qualifications and experience for the Physics lab are as under:</b></p> |        |     |         |

|                         |   |
|-------------------------|---|
|                         | <p>Master's Degree in Physics or a relevant branch with a minimum of 60% marks in the qualifying degree from a recognized University/ Institute.</p> <p style="text-align: center;"><b>OR</b></p> <p>Bachelor's Degree in a relevant branch with at least 60% marks or equivalent CGPA in the qualifying degree from a recognized University / Institution with minimum 2 years of relevant experience.</p> <p style="text-align: center;"><b>OR</b></p> <p>Three years Diploma in the Relevant branch (after 10+2 with Physics, Chemistry &amp; Maths) with a minimum of 60% marks in the qualifying degree from a recognized University / Institute with a minimum of 03 years relevant experience.</p> <p><b><i>Note: Proficiency in the use of a variety of computer office applications, M.S. Word, Excel, Power-Point or equivalent, is a must.</i></b></p>   |
| Desirable Qualification | <ul style="list-style-type: none"> <li>• <b>Desirable criteria for CSE, IT and ECE labs:</b></li> <li>1. Knowledge of computer hardware &amp; peripherals, application installation, etc.</li> <li>2. Experience of multiple OS platforms (Windows, Linux and Android), etc.</li> <li>3. Experience in troubleshooting/installing, and maintaining hardware and software issues, operating systems and computer software, networking and connection issues.</li> <li>4. Good Knowledge of AV equipment and projectors.</li> <li>5. Hands-on experience in front-end development, web programming languages such as HTML, CSS, jQuery and databases, etc.</li> <li>6. Knowledge of Python or Java or C++, and JavaScript.</li> <li>7. Good understanding of content management systems.</li> <li>• <b>Desirable criteria for Physics lab:</b></li> <li>1. Working experience, in the respective area, in handling basic Sophisticated Scientific Instruments/equipment in Central / State / Autonomous Bodies / PSU / R&amp;D Laboratories.</li> <li>2. Good written and verbal communication skills and Working experience in a computerized environment.</li> </ul> <p><b><i>Note: Preference may be given to candidates who possess experience in Central / State Government or Institutes of National Importance or Universities, or PSUs.</i></b></p> |
| Period of Appointment   | 11 (eleven) months extendable upto maximum of three (3) years period.   |
| Method of Recruitment   | <b>Written / Skill test followed by an Interaction with an ad-hoc selection committee</b>   |

#### **Important Dates:**

Date of publication of advertisement on the Institute website : **23-07-2025**

Opening date for online submission of application : **24-07-2025 (10:00 AM)**

Closing date for online submission of application form : **07-08-2025, (up to 05:30 PM)**

**Note:** Any difficulties related to the submission of the online application may be addressed to: [itsupport@iiitbhupal.ac.in](mailto:itsupport@iiitbhupal.ac.in)

## **GENERAL INSTRUCTIONS**

Candidates must read the following information and instructions before applying for the advertised post:

1. The candidate must be a citizen of India.
2. The position of Lab Assistant is on a contractual basis.
3. The applicant must ensure his/her eligibility for the post with respect to age, qualification, and other requisite criteria before applying for the post.
4. Candidates are required to submit their applications along with all required relevant documents in online mode only. Applications received through any other mode shall be summarily rejected. The link to submit the online application shall be hosted on the Institute website.
5. The Institute reserves the right to restrict the number of candidates for the test/interview to a reasonable limit based on qualifications, salary, relevance of experience and other academic achievements exceeding the eligibility criteria prescribed in the advertisement. Mere fulfilment of the required essential qualifications and experience does not entitle a candidate to be called for the test/interview. The Institute also reserves the right to reject any or all applications without assigning any reasons.
6. The candidate's age, qualifications, and experience will be evaluated based on the last date of submission of the online application for the post i.e. **07/08/2025**. Candidates must meet the specified age limit, qualification, and experience requirements as of the last date for submission of the online application.
7. Candidates may also note that, in respect of the above, their candidature will remain provisional until the veracity of the concerned documents is verified by the appointing authority. Candidates are cautioned that they will be debarred from any examination conducted by the Institute if they fraudulently claim SC/ST/OBC/EWS/PwD status or avail any other benefit.
8. The date of birth indicated in the SSC/Secondary School Leaving Certificate/Birth Certificate will be considered final and binding. No subsequent changes will be allowed.
9. Applicants must upload self-attested scanned copies of mark sheets, certificates and other relevant documents in support of all qualifications and relevant experience along with the application. Candidates must ensure that the documents uploaded for the said post are clear, visible, and readable. All mark sheets, certificates, degrees and other relevant documents must be produced in original at the time of document verification as well as at the time of joining. In case it is found that the documents submitted by the candidate are fake, or that the candidate has undesirable or clandestine antecedents/background and has suppressed such information, they shall not be allowed to appear in the test/interview or to join. If any such willful concealment is detected even after joining, appropriate action will be taken.
10. Candidates applying for the said post should ensure that they fulfil all the prescribed eligibility criteria and conditions for the post. If, upon verification at any time before or after the test/interview, it is found that they do not fulfil any of the eligibility conditions, their candidature for the test/interview shall be cancelled.
11. The Institute reserves the right to set higher standards and parameters for shortlisting candidates, which may include qualifications, experience prescribed in the recruitment rules, and other requirements mentioned in the advertisement/recruitment rules.

12. The name/registration number of the shortlisted candidates will be displayed on the Institute website. No separate communication will be sent by post.
13. **Candidates are required to visit the Institute website regularly to keep themselves updated about any progress in the recruitment process.**
14. In case of any inadvertent mistake in the process of shortlisting or selection, which may be detected at any stage, even after the issuance of the appointment letter, the Institute reserves the right to modify, withdraw, or cancel such letter(s) without any prior communication to the candidate.
15. Appointment to the post is subject to the candidate being found medically fit by the competent authority.
16. The decision of the Institute in all matters related to this recruitment shall be final. No correspondence or interim inquiries will be entertained from candidates in connection with the selection process. Any dispute regarding the selection/recruitment process shall be subject to the Courts or Tribunals having jurisdiction over Bhopal.
17. Records of the non-selected candidates shall not be preserved beyond 06 (six) months from the date of declaration of the final result.
18. The application fee (non-refundable) for the post shall be as under :-
  - a. Unreserved / EWS / OBC-NCL categories: Rs. 1000/- (One Thousand only)
  - b. SC /ST / Women categories: Exempted
19. Application fees are payable only through the designated payment gateway on the Samarth Portal. Payments made through other means will not be accepted.
20. The Institute strives to have a workforce that reflects gender balance, and women candidates are encouraged to apply.
21. All candidates are required to carefully read the instructions given with the advertisement and strictly adhere to them.
22. The selection process may comprise a written / skill test followed by an interaction with ad-hoc selection committee. Details in this regard will be provided in due course.
23. Success in the examination confers no right to appointment unless the Institute is satisfied, after such enquiry as may be considered necessary, that the candidate is suitable in all respects for appointment to the post.
24. The Institute reserves the right to increase/decrease the number of vacancies as per the requirement.
25. The initial engagement will be for a period of 11 months or until further orders, whichever is earlier. The contract tenure may be extended based on the employee's performance or the Institute's functional requirements, with the approval of the Competent Authority for a maximum of three (3) years period.
26. The Institute reserves the right not to fill the advertised position. The Institute also reserves the right to withdraw the advertised position at any time without assigning any reason.
27. Canvassing in any form will lead to disqualification.
28. No TA and DA shall be payable to the candidates for appearing in the test/interview.

29. The Institute follows reservation norms as per the GoI rules for SC/ST/OBC/PWDs. The Central Govt. approved list of SC, ST, OBC-NCL, and EWS categories is applicable at the Institute. Candidates seeking reservation benefits available for the above-mentioned categories must ensure that they are entitled to such reservation as per the eligibility prescribed in the Government of India orders. They should also be in possession of the certificates in the format prescribed by the GoI in support of their claim at the time of application.
30. Candidates belonging to the OBC-NCL/General EWS category are required to submit a valid caste certificate, issued on or after 1<sup>st</sup> April 2025. Similarly, candidates belonging to the SC/ST category should possess the category certificate in the format prescribed by the Government of India.
31. Relaxation will be applicable as per the Government of India norms.
32. In case of any queries, please email at [recruitment@iiitbhupal.ac.in](mailto:recruitment@iiitbhupal.ac.in).

**Recruitment Cell,  
IIIT Bhopal**

Place: **Bhopal**  
Date: **22/07/2025**