



**राष्ट्रीय प्रौद्योगिकी संस्थान हमीरपुर**  
हमीरपुर (हि.प्र.) - 177 005 (भारत)  
[ भारत सरकार शिक्षा मंत्रालय के तहत एक राष्ट्रीय महत्व का संस्थान ]  
**NATIONAL INSTITUTE OF TECHNOLOGY HAMIRPUR**  
**HAMIRPUR (H.P.) - 177 005 (INDIA)**  
[An Institute of National Importance under Ministry of Education (Shiksha Mantralaya)]

No.NIT/HMR/Admn/Non-Teaching/2023/ 1355

Dated: 21-11-2023

**NOTICE**

**Reference: Advertisement No.Admn-34/2023 dated 09/06/2023 for Recruitment of various Non-Teaching Positions.**

In continuation to aforesaid advertisement notice, it is to notify to all the concerned that the schedule of Stage-II i.e.Skill Test and Document Verification for the position of Junior Assistant, Senior Assistant, Superintendent, Personal Assistant, Technician & Senior Technician is as under:

Sr. No.	Name of Post	Schedule of Skill/Trade Test	Schedule of Documents Verification
1.	Junior Assistant	Date : 04/12/2023 Reporting Time : 09:00 A.M. Venue : Institute's Auditorium	Date : 04/12/2023 Reporting Time : 11:00 A.M. Venue : Institute's Auditorium
2.	Senior Assistant	Date : 04/12/2023 Reporting Time : 03:00 P.M. Venue : Institute's Auditorium	Date : 04/12/2023 Reporting Time : 04:00 P.M. Venue : Institute's Auditorium
3.	Superintendent	Date : 05/12/2023 Reporting Time : 09:00 A.M. Venue : Institute's Auditorium	Date : 05/12/2023 Reporting Time : 11:00 A.M. Venue : Institute's Auditorium
4.	Personal Assistant	Date : 05/12/2023 Reporting Time : 03:00 P.M. Venue : Institute's Auditorium	Date : 05/12/2023 Reporting Time : 04:30 P.M. Venue : Institute's Auditorium
5.	Technician	Date : 06/12/2023 Reporting Time : 09:00 A.M. Venue : Institute's Auditorium	Date : 06/12/2023 Reporting Time : 01:00 P.M. Venue : Institute's Auditorium
6.	Senior Technician	Date : 07/12/2023 Reporting Time : 09:00 A.M. Venue : Institute's Auditorium	Date : 07/12/2023 Reporting Time : 01:00 P.M. Venue : Institute's Auditorium


**Note:**

1. The selection process for recruitment to the aforesaid posts (06 in number) shall be as per **Annexure-I to Annexure-VI.**
2. Mere shortlisting of candidates for stage-II i.e. Skill Test & Document Verification does not guarantee his/her selection for the applied post.
3. Any request regarding change of date for this Skill Test & Document Verification shall not be entertained under any circumstances.
4. Skill Test will be qualifying in nature and the final merit list shall be drawn on the basis of marks obtained in Stage-I written test conducted by NTA subject to successful qualifying of Skill/Trade Test (Stage-II) & documents verification. In the event of equal marks in Stage-I test, the tie shall be resolved as follow:



- (i) The candidate having higher age (in Years, Months & Days) will get preference in merit.
- (ii) If the candidates are having the same age, then higher percentage/CGPA in minimum essential educational qualification will get preference in the merit
5. Candidates are instructed to bring the following documents in **original along with a photocopy of the same** without fail for the Document Verification process:
- (i) A signed copy of the printout of application form submitted by you at the time of applying for the post.
- (ii) High School certificate or equivalent as proof of your date of birth/ age.
- (iii) Certificates and Mark-sheets of educational qualifications as claimed in your application.
- (iv) Valid Caste certificate in the prescribed format as applicable for employment in Central Government Organizations (if applicable).
- (v) Disability certificate issued by the competent medical authority as applicable for employment in Central Government Organizations, if applicable.
- (vi) No Objection Certificate [NOC] from persons serving in Government/ Semi-Government/ Autonomous Bodies/ Statutory Bodies/ PSUs/ PSBs (if applicable).
- (vii) Admit Card
- (viii) Photo Identity Card as mentioned in the application form.
- (ix) Two Passport size color photographs
6. Without the above-mentioned supporting documents, the candidates will not be considered for further selection process.
7. Recruitment will be made as per the vacancies advertised against each category, Recruitment Rules of NITs and as per terms & conditions of the Advertisement No. 34/2023, dated 09/06/2023.
8. No Travelling Allowances (TA) and DA shall be payable to the candidates for appearing in the Skill Test & Document Verification.

*Note: "Please visit the website of NIT Hamirpur ([www.nith.ac.in](http://www.nith.ac.in)) regularly for further updates/instructions."*

  
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**Recruitment for Non-Teaching Positions**  
[Advertisement No. 34/2023, dated 09/06/2023]

**Selection Process for Recruitment of Junior Assistant**

Selection Process for the post of **Junior Assistant** will consist of two stages as detailed below:

- (a) **Stage-I:** Written Examination already been conducted by National Testing Agency (NTA).  
(b) **Stage-II:** Skill Test (Qualifying in nature)

**Details/Description of Stage-II i.e. Skill/Trade Test**

- Ten times candidates in order of merit of the written test for each post in respective category shall be called for Skill/Trade (Stage-II) Test. In case of non-availability of suitable candidates, new candidates will be called in order of merit in the same ratio of 1:10, till the filling of all the advertised posts.
- Skill Test shall be qualifying in nature and no additional marks for the same shall be allocated.
- Syllabus:
  - (i) Typing test with a minimum typing speed of 35 words per minutes in English or Hindi as per preference of the candidate.
  - (ii) Proficiency Test in Computer Word Processing and Spread Sheet.

**Document Verification**

Document Verification of the candidates shall be done as per the post-wise schedule displayed on Institute website to check the eligibility of the candidates for the post applied as per Recruitment Rules (RRs) for Non-Teaching in the NITs.

**Final Selection**

**The final merit list shall be drawn on the basis of marks obtained in Stage-I written test conducted by NTA subject to successful qualifying of Skill/Trade Test (Stage-II) & documents verification.**

  
21.4.2023  
**REGISTRAR**  
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## राष्ट्रीय प्रौद्योगिकी संस्थान हमीरपुर

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### Recruitment for Non-Teaching Positions

[Advertisement No. 34/2023, dated 09/06/2023]

### Selection Process for Recruitment of Senior Assistant

Selection Process for the post of **Senior Assistant** will consist of two stages as detailed below:

- (a) **Stage-I:** Written Examination already been conducted by National Testing Agency (NTA).
- (b) **Stage-II:** Skill Test (Qualifying in nature)

### Details/Description of Stage-II i.e. Skill/Trade Test

- Ten times candidates in order of merit of the written test for each post in respective category shall be called for Skill/Trade (Stage-II) Test. In case of non-availability of suitable candidates, new candidates will be called in order of merit in the same ratio of 1:10, till the filling of all the advertised posts.
- Skill Test shall be qualifying in nature and no additional marks for the same shall be allocated.
- Syllabus:
  - (i) Typing test with a minimum typing speed of 35 words per minutes in English or Hindi as per preference of the candidate.
  - (ii) Proficiency Test in Computer Word Processing and Spread Sheet.

### Document Verification

Document Verification of the candidates shall be done as per the post-wise schedule displayed on Institute website to check the eligibility of the candidates for the post applied as per Recruitment Rules (RRs) for Non-Teaching in the NITs.

### Final Selection

The final merit list shall be drawn on the basis of marks obtained in Stage-I written test conducted by NTA subject to successful qualifying of Skill/Trade Test (Stage-II) & documents verification.

  
21.11.2023  
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### Recruitment for Non-Teaching Positions

[Advertisement No. 34/2023, dated 09/06/2023]

### Selection Process for Recruitment of Superintendent

Selection Process for the post of **Superintendent** will consist of two stages as detailed below:

- (a) **Stage-I:** Written Examination already been conducted by National Testing Agency (NTA).
- (b) **Stage-II:** Skill Test (Qualifying in nature)

### Details/Description of Stage-II i.e. Skill/Trade Test

- Ten times candidates in order of merit of the written test for each post in respective category shall be called for Skill/Trade (Stage-II) Test. In case of non-availability of suitable candidates, new candidates will be called in order of merit in the same ratio of 1:10, till the filling of all the advertised posts.
- Skill Test shall be qualifying in nature and no additional marks for the same shall be allocated.
- Syllabus:
  - (i) Proficiency Test of Computer applications viz., Processing and Spread Sheet.

### Document Verification

Document Verification of the candidates shall be done as per the post-wise schedule displayed on Institute website to check the eligibility of the candidates for the post applied as per Recruitment Rules (RRs) for Non-Teaching in the NITs.

### Final Selection

The final merit list shall be drawn on the basis of marks obtained in Stage-I written test conducted by NTA subject to successful qualifying of Skill/Trade Test (Stage-II) & documents verification.

*ASV*  
21.11.23  
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### Recruitment for Non-Teaching Positions

[Advertisement No. 34/2023, dated 09/06/2023]

### Selection Process for Recruitment of Personal Assistant

Selection Process for the post of **Personal Assistant** will consist of two stages as detailed below:

- (a) **Stage-I:** Written Examination already been conducted by National Testing Agency (NTA).
- (b) **Stage-II:** Skill Test (Qualifying in nature)

### Details/Description of Stage-II i.e. Skill/Trade Test

- Ten times candidates in order of merit of the written test for each post in respective category shall be called for Skill/Trade (Stage-II) Test. In case of non-availability of suitable candidates, new candidates will be called in order of merit in the same ratio of 1:10, till the filling of all the advertised posts.
- Skill Test shall be qualifying in nature and no additional marks for the same shall be allocated.
- Syllabus:
  - (i) Minimum speed of 100 words per minutes in stenography in English or Hindi as per preference of the candidate.

### Document Verification

Document Verification of the candidates shall be done as per the post-wise schedule displayed on Institute website to check the eligibility of the candidates for the post applied as per Recruitment Rules (RRs) for Non-Teaching in the NITs.

### Final Selection

The final merit list shall be drawn on the basis of marks obtained in Stage-I written test conducted by NTA subject to successful qualifying of Skill/Trade Test (Stage-II) & documents verification.

*Handwritten signature and date 21.11.23*

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**Selection Process for Recruitment of Technician**

Selection Process for the post of **Technician** will consist of two stages as detailed below:

- (a) **Stage-I:** Written Examination already been conducted by National Testing Agency (NTA).  
(b) **Stage-II:** Skill Test (Qualifying in nature)

**Details/Description of Stage-II i.e. Skill/Trade Test**

- Ten times candidates in order of merit of the written test for each post in respective category shall be called for Skill/Trade (Stage-II) Test. In case of non-availability of suitable candidates, new candidates will be called in order of merit in the same ratio of 1:10, till the filling of all the advertised posts.
- Skill Test shall be qualifying in nature and no additional marks for the same shall be allocated.
- Syllabus:
  - (i) Skill/Trade Test shall be as per the minimum essential educational qualification as prescribed in Recruitment Rules-2019 i.e. Senior Secondary level or ITI level.
  - (ii) The candidate should have thorough practical & theoretical knowledge of experiments/tools/equipments etc. for laboratories of respective specialization/discipline/field.

**Document Verification**

Document Verification of the candidates shall be done as per the post-wise schedule displayed on Institute website to check the eligibility of the candidates for the post applied as per Recruitment Rules (RRs) for Non-Teaching in the NITs.

**Final Selection**

**The final merit list shall be drawn on the basis of marks obtained in Stage-I written test conducted by NTA subject to successful qualifying of Skill/Trade Test (Stage-II) & documents verification.**

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[Advertisement No. 34/2023, dated 09/06/2023]

**Selection Process for Recruitment of Senior Technician**

Selection Process for the post of **Senior Technician** will consist of two stages as detailed below:

- (a) **Stage-I:** Written Examination already been conducted by National Testing Agency (NTA).  
(b) **Stage-II:** Skill Test (Qualifying in nature)

**Details/Description of Stage-II i.e. Skill/Trade Test**

- Ten times candidates in order of merit of the written test for each post in respective category shall be called for Skill/Trade (Stage-II) Test. In case of non-availability of suitable candidates, new candidates will be called in order of merit in the same ratio of 1:10, till the filling of all the advertised posts.
- Skill Test shall be qualifying in nature and no additional marks for the same shall be allocated.
- Syllabus:
  - (i) Skill/Trade Test shall be as per the minimum essential educational qualification as prescribed in Recruitment Rules-2019 i.e. Senior Secondary level or ITI level.
  - (ii) The candidate should have thorough practical & theoretical knowledge of experiments/tools/equipments etc. for laboratories of respective specialization/discipline/field.

**Document Verification**

Document Verification of the candidates shall be done as per the post-wise schedule displayed on Institute website to check the eligibility of the candidates for the post applied as per Recruitment Rules (RRs) for Non-Teaching in the NITs.

**Final Selection**

**The final merit list shall be drawn on the basis of marks obtained in Stage-I written test conducted by NTA subject to successful qualifying of Skill/Trade Test (Stage-II) & documents verification.**

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