



OFFICE OF THE REGISTRAR
MANIPUR TECHNICAL UNIVERSITY, IMPHAL

(A University established under the Manipur Technical University Act, 2016)

www.mtu.ac.in, www.mtuonline.in

NOTICE FOR RECRUITMENT OF TEACHING AND NON TEACHING STAFF

Imphal, the 23rd May 2018

No.2/3/2016/MTU: Applications in prescribed form are invited for recruitment of Teaching faculties and non-teaching staff on regular basis in Manipur Technical University, Imphal:

A. TEACHING FACULTIES & ASSISTANT LIBRARIAN:

| Sl. | Name of the Post | Pay Scale | Group of Post | No. of Post | UR | OBC | ST | SC |
|--------------|---|-------------------------------------|---------------|-------------|----|-----|----|----|
| 1 | Assistant Professor (Civil Engineering) | Rs. 15,600 - 39,100 + 6000 (AGP) | A | 5 | 4 | 0 | 1 | 0 |
| 2 | Assistant Professor (Mechanical Engineering) | Rs. 15,600 - 39,100 + 6000 (AGP) | A | 5 | 4 | 0 | 1 | 0 |
| 3 | Assistant Professor (Electronics & Communication Engineering) | Rs. 15,600 - 39,100 + 6000 (AGP) | A | 5 | 4 | 0 | 1 | 0 |
| 4 | Assistant Professor (Computer Science & Engineering) | Rs. 15,600 - 39,100 + 6000 (AGP) | A | 5 | 4 | 0 | 1 | 0 |
| 5 | Assistant Professor (Electrical Engineering) | Rs. 15,600 - 39,100 + 6000 (AGP) | A | 5 | 4 | 0 | 1 | 0 |
| 6 | Assistant professor (Mathematics) | Rs. 15,600 - 39,100 + 6000 (AGP) | A | 2 | 2 | 0 | 0 | 0 |
| 7 | Assistant Professor (Physics) | Rs. 15,600 - 39,100 + 6000 (AGP) | A | 1 | 1 | 0 | 0 | 0 |
| 8 | Assistant Professor (Chemistry) | Rs. 15,600 - 39,100 + 6000 (AGP) | A | 1 | 1 | 0 | 0 | 0 |
| 9 | Assistant Professor (Professional Communication) | Rs. 15,600 - 39,100 + 6000 (AGP) | A | 1 | 1 | 0 | 0 | 0 |
| 10 | Assistant Librarian | Rs. 15,600 - 39,100 + 6000 (AGP) | A | 1 | 1 | 0 | 0 | 0 |
| TOTAL | | | | 31 | | | | |

(i) Eligibility Criteria:

| Sl. No | Name of the Post | Essential Qualifications | Desirable Qualifications | Age |
|--------|--|--|--|---|
| 1 | Assistant Professor in (i) Civil Engineering (ii) Mechanical Engineering, (iii) Electronics & Communication Engineering (iv) Computer Science & Engineering (v) Electrical Engineering | BE/B.Tech. and ME/M. Tech. in the relevant branch with First Class or equivalent either in BE/B.Tech. or ME/M.Tech. | GATE qualified or Ph.D. or equivalent in the relevant discipline | ✓ 18-38 years as on 30/6/2018 ✓ Upper age limit relaxable by 5 years for SC/ST/PWD candidates & 3 years for OBC candidates |
| 2 | Assistant Professor in (i) Mathematics (ii) Physics (iii) Chemistry and (iv) Professional Communication | ✓ Good academic record as defined by the concerned University with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master's Degree level in the relevant subject from an Indian University, or an equivalent degree from an accredited foreign university for the post of Assistant Professor in Mathematics, Physics, Chemistry and in English/Linguistics/ELT for the post of Assistant Professor in Professional Communication ✓ Besides fulfilling the above qualification, 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. ✓ Notwithstanding anything contained in sub-clauses (i) and (ii) to this clause; a candidate, who has a Ph.D. Degree awarded before 2009, or has been awarded a Ph. D Degree after 2009 in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations, 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges /Institutions. ✓ NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted. | Teaching Experience in the relevant subject | ✓ 18-38 years as on 30/6/2018 ✓ Upper age limit relaxable by 5 years for SC/ST/PWD candidates & 3 years for OBC candidates |

| | | | | |
|---|---------------------|--|--|---|
| 3 | Assistant Librarian | <ul style="list-style-type: none"> ✓ Master's Degree in Library Science/Documentation Science or an equivalent professional Degree with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) and a consistently good academic record with knowledge of computerization of library. ✓ Qualified in national level test conducted by UGC or any other Agency approved by UGC or Ph.D. Degree awarded in accordance with UGC (Minimum Standards & Procedure for Award of Ph. D. Degree) Regulations 2009. | PG Diploma in Library Automation and Networking or PGDCA or equivalent | <ul style="list-style-type: none"> ✓ 18-38 years as on 30/6/2018 ✓ Upper age limit relaxable by 5 years for SC/ST/PWD candidates & 3 years for OBC candidates |
|---|---------------------|--|--|---|

(ii) Mode of Selection:

A maximum of 15 candidates will be shortlisted against 1 vacant post for appearing in the interview. The final selection of the candidates will be solely based on the performance in the interview. The shortlisting will be done as per the following criteria:

| Sl. No | Academic Record | Score | | | Total eligible score |
|--------|---|--|---|--|----------------------|
| | | | | | |
| 1. | Class X | 80% or corresponding CGPA and above = 10 | 60% to less than 80% or corresponding CGPA = 08 | Less than 60% or corresponding CGPA = 05 | 80 |
| 2. | Class XII | 80% or corresponding CGPA and above = 10 | 60%to less than 80% or corresponding CGPA = 08 | Less than 60% or corresponding CGPA = 05 | |
| 3. | B. Tech./Graduation | 80% or corresponding CGPA and above = 20 | 60%to less than 80% or corresponding CGPA = 16 | Less than 60% or corresponding CGPA= 12 | |
| 4. | M. Tech./Post Graduation | 80% or corresponding CGPA and above = 30 | 60% to less than 80% or corresponding CGPA = 25 | Less than 60% or corresponding CGPA = 20 | |
| 5. | M.Phil. | | 05 | | |
| 6. | Ph.D. | | 10 | | |
| | GATE/NET with JRF | | 07 | | |
| 7. | NET or equivalent | | 05 | | |
| 8. | Research Publications #2 marks for each research publications published in Peer Reviewed/ UGC listed/AICTE recognised Journals) | | 10 | | 10 |
| 9. | Teaching/Post Doctoral Experience #2 marks for one year each | | 10 | | 10 |

However, if the period of teaching/Post-doctoral experience is less than one year then the marks shall be reduced proportionately.

Note:

- ✓ Maximum marks eligible for Ph. D + M. Phil + GATE/NET with JRF + NET or equivalent is 10. Only the maximum score amongst them will be counted.
- ✓ SET/SLET score shall be valid for appointment in respective State Universities/Colleges/Institutions only

B. NON -TEACHING STAFF

| Sl. No | Name of the Post | Pay-Scale | Group of Post | No. of Post | UR | OBC (M) | ST | SC |
|--------|---|---------------------------------|---------------|-------------|----|---------|----|----|
| 1 | Assistant Controller of Exams | Rs. 15,600 – 39,100 + 5400 (GP) | A | 1 | 1 | 0 | 0 | 0 |
| 2 | System Administrator | Rs. 9,300 - 34,800 + 4400 (GP) | A | 1 | 1 | 0 | 0 | 0 |
| 3 | Web Administrator | Rs. 9,300 - 34,800 + 4400 (GP) | A | 1 | 1 | 0 | 0 | 0 |
| 4 | Private Secretary to Vice-Chancellor | Rs. 9,300 - 34,800 + 4200 (GP) | B | 1 | 1 | 0 | 0 | 0 |
| 5 | Computer Operator | Rs. 5,200 - 20,200 + 2800 (GP) | C | 2 | 2 | 0 | 0 | 0 |
| 6 | Junior Accountant | Rs. 5,200 - 20,200 + 2400 (GP) | C | 1 | 1 | 0 | 0 | 0 |
| 7 | Technical Assistant | Rs. 5,200 - 20,200 + 2800 (GP) | C | 2 | 2 | 0 | 0 | 0 |
| 8 | Library Assistant | Rs. 5,200 - 20,200 +2400 (GP) | C | 1 | 1 | 0 | 0 | 0 |
| 9 | Laboratory Technician (Electrical Engineering) | Rs. 5,200-20,200 + 2400 (GP) | C | 2 | 2 | 0 | 0 | 0 |
| 10 | Laboratory Technician (Electronics & Comm. Engineering) | Rs. 5,200-20,200 + 2400 (GP) | C | 2 | 2 | 0 | 0 | 0 |
| 11 | Laboratory Technician (Physics) | Rs. 5,200-20,200 + 2400 (GP) | C | 1 | 1 | 0 | 0 | 0 |
| 12 | Laboratory Technician (Chemistry) | Rs. 5,200-20,200 + 2400 (GP) | C | 1 | 1 | 0 | 0 | 0 |
| 13 | Laboratory Attendant (Electrical Engineering) | Rs. 5,200-20,200 + 1800 (GP) | C | 1 | 1 | 0 | 0 | 0 |
| 14 | Laboratory Attendant (Electronics & Comm. Engineering) | Rs. 5,200-20,200 + 1800 (GP) | C | 1 | 1 | 0 | 0 | 0 |
| 15 | Laboratory Attendant (Chemistry) | Rs. 5,200-20,200 + 1800 (GP) | C | 1 | 1 | 0 | 0 | 0 |
| 16 | Laboratory Attendant (Physics) | Rs. 5,200-20,200 + 1800 (GP) | C | 1 | 1 | 0 | 0 | 0 |
| 17 | Caretaker (Girls) | Rs. 5,200 - 20,200 + 2400 | C | 1 | 1 | 0 | 0 | 0 |
| 18 | Dealing Assistant | Rs. 5,200 - 20,200+ 2000 (GP) | C | 6 | 4 | 1 | 1 | 0 |

| | | | | | | | | |
|--------------|---------------------------------|-----------------------------------|---|---|-----------|---|---|---|
| 19 | Driver (Light Motor Vehicle) | Rs. 5,200 - 20,200 + 1900 (GP) | C | 6 | 4 | 1 | 1 | 0 |
| 20 | Driver (Heavy Motor Vehicle) | Rs. 5,200 - 20,200 + 1900 (GP) | C | 2 | 2 | 0 | 0 | 0 |
| 21 | Peon | Rs. 4,400 - 7,440 + 1300 (GP) | D | 5 | 4 | 0 | 1 | 0 |
| Total | | | | | 40 | | | |

(i) Eligibility criteria for Non-Teaching Posts:

| Sl. No | Name of the Post | Essential Qualifications | Desirable Qualifications |
|--------|--------------------------------------|--|---|
| 1 | Assistant Controller of Exams | ✓ Master's degree with at least 55% of marks in any subject or equivalent grade of 'B' in the UGC seven point scale in any subject | - |
| 2 | System Administrator | ✓ MCA (or) B. Tech.(Computer Science & Engg./IT) (or) M.Sc. (Computer Sc./IT) (or) equivalent | ✓ RHCSA Microsoft Certified ✓ Experience in Server management & administration |
| 3 | Web Administrator | ✓ MCA (or) B. Tech.(Computer Science & Engg./IT) (or) M.Sc. (Computer Sc./IT) (or) equivalent | ✓ Experience in Programming, Database Administration, System Designing & Cyber Security, Working in Java, PHP and Database. ✓ Knowledge in Linux/ Microsoft Operating System |
| 4 | Private Secretary to Vice-Chancellor | ✓ Bachelor Degree from a recognised Institution. ✓ Possess "O" or higher level Certificate Course conducted by DOEACC under control of Department of Electronics, GOI. (or) Computer Operator & Programming Assistant(COPA)/Data Preparation and & Computer Software (DPCS) Certificate organised under National/State Council of Vocational Training Scheme (or) Diploma in Computer Science/ Computer Application from a recognised Institution, (or) Diploma in Computer Science & Engineering from a Polytechnic Institution recognised by the Govt. or Diploma in Computer Science/ Computer Application from a recognised Institution, (or) Diploma in Computer Science & Engineering from a Polytechnic Institution recognised by the Govt | ✓ Experience of working in a recognised Institution. ✓ Knowledge in shorthand Writing |
| 5 | Computer Operator | ✓ BCA/MCA (or) B. Tech.(CSE/IT) | - |

| | | | |
|----|---|---|--|
| | | (or) B. Sc./M. Sc. (Compute Sc./IT) (or) Graduate with PGDCA from a recognised institute. | |
| 6 | Junior Accountant | ✓ First Class B.com with Honours in Accountancy/ Finance or equivalent in grade from recognised Institute (or) Master's Degree in Commerce/MBA (Finance) from a recognized Institute. | ✓ Knowledge of computer application viz. word processing, spread sheet and computer based accounting software. ✓ Experience in Accounting |
| 7 | Technical Assistant | ✓ BCA/MCA (or) B.Tech.(CSE/IT) (or) M.Sc.(CS/IT) (or) equivalent | ✓ Experience in Java, Php & Db. |
| 8 | Library Assistant | Degree in Library Science/Documentation Science or equivalent from a recognized Institute or University | - |
| 9 | Laboratory Technician (Electrical Engineering) | Diploma in Electrical Engineering from a recognised institute | - |
| 10 | Laboratory Technician (Electronics & Comm. Engineering) | Diploma in Electronics and Communication Engineering from a recognised institute | - |
| 11 | Laboratory Technician (Physics) | B.Sc. with Physics as a subject from a recognised institute | - |
| 12 | Laboratory Technician (Chemistry) | B.Sc. with Chemistry as a subject from a recognised institute | - |
| 13 | Laboratory Attendant (Electrical Engineering) | Class X passed with ITI certificate in Electrical Engineering | - |
| 14 | Laboratory Attendant (Electronics & Comm Engg.) | Class X passed with ITI certificate in Electronics & Communication Engineering. | - |
| 15 | Laboratory Attendant (Chemistry) | Class-XII(Science) passed with Chemistry as a subject | - |
| 16 | Laboratory Attendant (Physics) | Class-XII(Science) passed with Physics as a subject | - |
| 17 | Caretaker (Girls) | Graduate from a recognised Institution (N.B. Only female candidates can apply) | Experience of working in a Hostel |
| 18 | Dealing Assistant | ✓ Graduate from a recognised Institute ✓ CCC from a recognized Institute (computer course (DOS+MS Office + Windows + Multimedia + internet) | - |
| 19 | Driver (Light Vehicle) | ✓ Class X passed possessing valid driving licence for light vehicle ✓ 2 years experience of driving light vehicle | Knowledge of Vehicle Maintenance, Spare parts and their functioning |
| 20 | Driver (Heavy Vehicle) | ✓ Class X passed possessing valid driving licence for heavy vehicle ✓ 2 years experience of driving heavy vehicle | Knowledge of Vehicle Maintenance Spare parts and their functioning |
| 21 | Peon | Class X passed from a recognized Board with knowledge of Manipuri & English | - |

(ii) **Age:**

The age for the candidates for all the posts should be between 18 and 38 years as on **30/6/2018**. The upper age limit is relaxable by 5 years for SC/ST/PWD candidates & by 3 years for OBC candidates.

(iii) **Mode of Recruitment:**

All the eligible candidates should appear in a Written Examination or Written Examination and Interview. They will be selected for appointment to the posts based on the merit list drawn thereafter. The Scheme of Examination will be as given below:

| Name & Class of the Posts | Full marks & Type of Questions for Written Examination | Qualifying marks | Alloted time for Written Examination | Medium of Written Examination |
|---|---|--|--------------------------------------|-------------------------------|
| GROUP 'A' & 'B' POSTS: <ul style="list-style-type: none">▪ System Administrator▪ Web Administrator▪ Assistant Controller of Exam.▪ Private Secretary to Vice Chancellor | Total marks- 200 Paper-I (a) Gen. English (MCQ) -30 marks (b) Gen. knowledge (MCQ)-30 marks (c) Basic Computer knowledge (MCQ) -20 marks Paper-II ✓ Subject knowledge for the posts of System Administrator & Web Administrator ✓ General Studies for the posts of Assistant Controller of Exam & Private Secretary to VC(MCQ/LAT) - 70marks Interview - 50 marks | 50 marks out of 150 for Written Exam. | 3 hrs | English |
| GROUP 'C' POSTS: <ul style="list-style-type: none">▪ Computer Operator▪ Technical Assistant▪ Library Assistant▪ Junior Accountant▪ Laboratory Technician▪ Laboratory Attendant▪ Dealing Assistant▪ Caretaker(Girls) | Total marks- 150 Paper-I (a) Gen. English (MCQ) -40 marks (b) Gen. knowledge (MCQ)- 40 marks (c) Basic computer knowledge (MCQ) -20 marks Paper-II ✓ Subject Knowledge for the posts of Computer Operator, Technical Assistant, Library Assistant, Junior Accountant, Laboratory Technician & Laboratory Attendant ✓ General Studies/Writing Skill for the posts of Dealing Assistant and Caretaker, Girls (MCQ/LAT) -50 marks Computer Test for the posts of Computer Operator and Dealing Assistant -100 marks (qualifying) | 50 marks for Written Exam. and 33% marks for the Computer Test | 3 hrs | English |
| <ul style="list-style-type: none">▪ Driver▪ Peon | Total marks: 100 (for Peon) & 200 (for Driver) Written Exam. (a) Gen. English(MCQ - 50 marks (b) Gen. knowledge (MCQ)- 50 marks Practical Test (for Drivers) - 100 marks | 33 marks for Written Exam. | 2 hrs | English |

* MCQ- Multiple Choice Questions, LAT- Long Answer Type

(iv) A candidate can apply for only one post. However, they can apply for 2 posts in the combinations given below. They have to indicate their preference of the post in the application form. Their candidature will be considered strictly according to the preference indicated.

- a. System Administrator & Web Administrator
- b. Asst. Controller of Exam & Private Secretary to Vice-Chancellor
- c. Computer Operator & Technical Assistant
- d. Laboratory Technician & Laboratory Attendant in a common subject
- e. Dealing Assistant & Care-Taker, Girls (Only for female candidates)
- f. Driver & Peon

C. Reservation:

A relaxation of 5% may be provided at the graduate and master's level for the SC/ST/PWD categories for the purpose of eligibility and for assessing good academic record for the posts of Assistant Professor & Assistant Librarian. Rounding off of marks is not permissible for claiming relaxation. A relaxation of 5% may also be provided, from 55% to 50% of the marks to the Ph.D. degree holders, who have passed their Master's degree prior to 19th September, 1991. The reservation for recruitment to all the posts will be as per State Government norms. The benefit of reservation may be obtained **only at one stage of the examination process.**

D. How to apply:

(i) The common application forms each for teaching and non-teaching posts respectively may be downloaded from the website: www.mtu.ac.in. The same may be obtained from the Office of the Registrar, Manipur Technical University, Govt. Polytechnic Campus, Takyelpat, Imphal.

(ii) Duly filled applications accompanied by copies of documents duly attested/self attested should be submitted to the **Office of the Registrar, Manipur Technical University, Govt. Polytechnic Campus, Takyelpat, Imphal** on or before **23rd June, 2018** for the posts of Assistant Professor & Assistant Librarian **and on or before 15th June, 2018** for the posts of non-teaching staff along with the application fees as detailed under:

| Category of Post(s) | General & OBC Candidates | ST & SC Candidates | Remarks |
|--|--------------------------|--------------------|---|
| <ul style="list-style-type: none"> ✓ Assistant Professor(s) ✓ Assistant Librarian ✓ Assistant Controller of Examination | Rs. 1000/- | Rs. 800/- | Fees are payable by Cash or DD in favour of " Manipur Technical University " payable at Imphal |
| <ul style="list-style-type: none"> ✓ Web Administrator ✓ System Administrator ✓ Private Secretary to Vice Chancellor | Rs. 800/- | Rs. 600/- | |
| Remaining Group C & D Non-Teaching | Rs. 500/- | Rs. 300/- | |

E. Point of Contact:

Any query related to the recruitment may be forwarded to pangambams@rediffmail.com

❖ **N.B. Canvassing any undue favour during the process of the recruitment will lead to disqualification of the candidature of the candidate concerned.**

(Ng. Bhogendra Meitei)
Registrar
Manipur Technical University