

DEFENCE INSTITUTE OF ADVANCED TECHNOLOGY
(A DEEMED TO BE UNIVERSITY U/S 3 OF UGC ACT 1956), GIRINAGAR, PUNE-411025),
(An Autonomous Organisation funded by Department of
Defence Research & Development, Ministry of Defence)

Advertisement No.04-NTS-2017

Date: 28th Aug 2017

CALL FOR APPLICATIONS FOR NON-TEACHING POSITIONS AND APPRENTICESHIP

- The Defence Institute of Advanced Technology (DIAT) a Deemed to be University u/s 3 of UGC Act, 1956 is a premier educational institution significantly contributing in the sphere of Human Resource Development for the Defence Forces by way of imparting education, research and training on Defence Technology to the officers of Armed Forces, Scientists of the DRDO, Technical officers of the Ordnance Factory Board, Directorate of Quality Assurance, Defence Public Sector Undertakings and friendly foreign countries. The Institute is also active in carrying out result oriented research as required for defence and national security.
- The Institute is located in a picturesque environment on the banks of Khadakwasla lake surrounded by Sahyadri hills. There is an all weather road between NDA and DIAT. The nearest Airport (30 kms) is at Lohegaon, Pune. The DIAT Campus is well served by the Pune Municipal Transport buses.
- DIAT invites applications from the eligible candidates (Only Indian Nationals) for the following Non-Teaching posts to be filled by deputation / direct recruitment. The details are as under:-

Sr. No.	Post	Minimum Educational Qualifications (i.e. Essential & Preferential), Experience etc
(a)	<p><u>Library Assistant</u></p> <p><u>Mode of Recruitment</u>: Direct</p> <p><u>Pay Band (Rs.)</u> : 5200-20200</p> <p><u>Grade Pay (Rs.)</u> : 2400</p> <p><u>No. of Posts</u> : 05#</p> <p><u>#Reservation Position/Status :-</u></p> <p style="padding-left: 20px;">UR -03;</p> <p style="padding-left: 20px;">OBC (NCL) -01;</p> <p style="padding-left: 20px;">ST -01</p> <p><u>Age Limit</u> : 28 years</p> <p><u>Period of Probation</u> : 02 Years</p>	<p>(i) <u>Essential</u> : Bachelor Degree in Library Science or equivalent with at least a Second division or its equivalent grade; and proficiency and knowledge of computer applications and operation.(*)</p> <p>(*) <u>Proficiency in Computer</u></p> <p>(i) 'O' level examination of DOEACC</p> <p>(ii) Certificate or Diploma course of Computer Operation or DPA console operator awarded by Vocational Education & Examination Board.</p> <p>(iii) PG Diploma in computer, Application awarded by BTE.</p> <p>(iv) Diploma in Computer Application/Computer Management/Information Technology/Computer Engineering awarded by any University recognized by UGC or AICTE or BTE.</p> <p>(v) Diploma in Computerized Financial Accounting awarded by any University recognized by UGC or AICTE or BTE.</p> <p>(vi) BCA/BCS/B.Sc (IT) or higher qualification in computers are exempted from above computer qualifications.</p> <p>Note : In case of any doubt on equivalence, the decision of the Screening Committee shall be final).</p>
(b)	<p><u>Graduate Apprentice</u></p> <p><u>Stipend</u> : Rs 4984/-</p> <p><u>Duration</u> : 01 Year</p> <p><u>No. of Posts</u> :</p> <p style="padding-left: 20px;">(i) Library Science (06)</p> <p style="padding-left: 20px;">(ii) Computer Engineering (02)</p> <p><u>Age Limit</u> : 23 years</p>	<p><u>Essential Qualification:-</u></p> <p>(i) <u>Library Science:</u> Bachelor's Degree in Library Science from a recognized Institution (Freshers only).</p> <p>(ii) <u>Computer Engg:</u> Bachelor's Degree in Engineering/Technology with specialization in Computer Science/ Engg from a recognized Institution. (Freshers only).</p>

4. APPLICATION FEE :

For the post of Library Assistant, an application fee of **Rs.300/-** for General/OBC candidates (no application fee for candidates belong to Scheduled Caste/Scheduled Tribe/PWD/Women) is payable in the form of crossed D.D. drawn in favour of "**Vice Chancellor, D.I.A.T.(DU), PUNE**", payable at **State Bank of India, Girinagar Branch (Code 02155), PUNE-411025**.

No application fee for apprenticeship.

5. HOW TO APPLY :

Candidates are required to visit DIAT website ie. www.diat.ac.in to download the application form, available in sub-section 'Careers@DIAT'. The filled in application form (hard copy) duly signed by the candidates with photo pasted at the designated place along-with D.D., copies of educational qualifications certificate(s), Caste Certificate(s) and other testimonials in support of experience etc. should be sent in a sealed envelope superscribed "Application for the post of _____ against Advt. No.04-NTS-2017 (DIAT (DU)) by Registered / Speed Post only, to the "**Joint Registrar (Admin.), Defence Institute of Advanced Technology, Girinagar, Pune-411025**" so as to reach on or before the last date of receiving the application as mentioned for each post. Applications received after last date, without the prescribed fee, certificate and testimonials and incomplete applications are liable to be rejected summarily.

6. GENERAL CONDITIONS/INFORMATION:

- (a) Age, experience and qualifications as prescribed in the advertisement shall be counted as on the 'closing date' for receiving the applications as mentioned for each post i.e. as on **30 Sep 2017**.
- (b) Age relaxation wherever applicable will be admissible to the candidates belonging to SC/ST/OBC (Non-Creamy Layer only)/Differently abled persons/Ex-Servicemen/other Categories as per Govt. of India rules/orders on the subject. **The SC/ST/OBC Candidates who applying against unreserved vacancies will not be eligible for age relaxation. Given all requirements being equal, preference will be given to PWD candidate (hearing impaired / low vision) for one position out of the 5 positions of Library Assistant. Hence, such candidates are encouraged to apply.**
- (c) Candidates already employed in Govt./Public Sector/Autonomous bodies (both Central and State Govt.) and applying for the post of **Library Assistant** should send the applications through proper channel with their employer's signature in the relevant portion of application form.
- (d) Advance copy of the application will be considered only if the candidate produces a "No Objection Certificate" from his/ her employer at the time of Written Test/Skill Test/Interview, as applicable. Applications of candidates applying for the post of **Library Assistant** and **Apprenticeship Training** must reach DIAT on or before the closing date for receiving the application i.e **30 Sep 2017**. An extra two weeks will be given to candidates from remote locations in the eight North Eastern States, Ladakh Division of J&K, Lahaul, Spiti & Pungi Sub Division of Chamba District of Himachal Pradesh, Andaman & Nicobar Islands and Lakshadweep. Separate application should be made for the positions of Library Assistant and Apprentices.
- (e) Relaxed Qualification / Experience may be considered in exceptional cases.
- (f) DIAT reserves the right to:
- (i) increase/decrease the number of vacancies;
 - (ii) not to recruit any one against the advt. without assigning any reason.

(g) Since the applications may be short-listed, mere possessing the prescribed qualifications and requisite experience would not entitle a person to be called for Test / Interview. The Institute may restrict the number of candidates to be called for test/interview to a reasonable limit, on the basis of qualifications and experience higher than that of the minimum prescribed in the advertisement. Candidates should, therefore, furnish proof of all the qualifications and experience possessed in the relevant field, over and above the minimum qualifications prescribed. **Institute will not accept / include / attach any testimonial/proof of qualification/experience sent after the closing dates.**

(h) Candidates are advised to send their application well before the last date so as to avoid any delay. Applications received after the due date will be summarily rejected. **Postal delay shall not be entertained as a valid reason for late receipt of Application.**

(i) Both ways 2nd Class sleeper train fare by shortest route, is payable to the outstation SC/ST candidates called for Written Test/Interview.

(j) Application once made will not be allowed to be withdrawn and fee once paid will NOT be refunded on any count nor can it be held in reserve for any other recruitment or selection process.

(k) Canvassing in any form will be a disqualification.

(l) No correspondence/queries will be entertained in respect of advertisement, interview, selection etc. Candidates are requested to check the DIAT Website www.diat.ac.in for related information from time to time.
