



# INDIAN INSTITUTE OF INFORMATION TECHNOLOGY SONEPAT

## भारतीय सूचना प्रौद्योगिकी संस्थान सोनीपत

(An Autonomous Institute of National Importance under Act of Parliament)

website: [www.iiitsonapat.ac.in](http://www.iiitsonapat.ac.in)

Advt.No.:IIITS/Estt./Rect./2026/01

Date:16.03.2026

### Advertisement for Non-Teaching Positions on Deputation

The Indian Institute of Information Technology Sonepat (IIIT Sonepat) is an Institute of National Importance, established in 2014 under the aegis of the Ministry of Education, Government of India, in Public-Private Partnership mode, pursuant to the provisions of the Indian Institutes of Information Technology (Public-Private Partnership) Act, 2017. The Institute is dedicated to imparting high- quality technical education and cultivating a rigorous culture of innovation and research in Information Technology and its allied disciplines.

**IIIT Sonepat invites applications from dynamic, result-oriented Indian Nationals for various Non-Teaching posts on Deputation Basis as per the details mentioned against each post.**

#### GROUP A — VACANCY DETAILS

S.No	Name of Post	Pay Level as per 7th CPC revised Pay Scale	Number of Vacancy						Mode of Recruitment
			UR	SC	ST	OBC	EWS	Total	
1.	Assistant Executive Engineer*	Pay Level 10	1	-	-	-	-	1	Deputation

**\*In relevant field/Area of Specialization of Civil Engineering/Electrical Engineering**

#### GROUP B — VACANCY DETAILS

S. No	Name of Post	Pay Level as per 7th CPC revised Pay Scale	Number of Vacancy						Mode of Recruitment
			UR	SC	ST	OBC	EWS	Total	
1.	Junior Superintendent**	Pay Level 6	1	-	-	-	-	1	Deputation

**\*\* In Account Section**

**Note:**

- The aforementioned posts and their respective nomenclature shall be governed by the Recruitment and Promotion Rules (RPN-2016) for Non-Faculty of IIIT Sonepat.
- Details regarding educational qualifications, mode of appointment, required experience, age limit, and other relevant information are provided in **Annexure I**. For further information, candidates are advised to refer to the Recruitment and Promotion Rules (RPN-2016) for Non-Faculty of IIIT Sonepat.

## GENERAL CONDITIONS AND INSTRUCTIONS

### **(A) APPLICATION PROCESS:**

1. Applicants interested in applying for the advertised Non-Teaching Position(s) (On Deputation Basis) are required to submit their applications (Hard Copy) through Speed Post/Registered Post/Courier/By Hand only.
2. Applications submitted through any mode other than the prescribed mode will not be accepted and shall be summarily rejected.
3. Applicants are advised to verify all details and eligibility carefully before applying for the Posts on deputation, as no corrections will be entertained afterward.
4. The Last date of receipt of Applications would be **21 days** from the date of publication of the advertisement in the Employment Newspaper.
5. In case of late receipt of Application due to Postal delays or any other reason thereof, the Requests regarding consideration of application shall not be entertained.
6. The application form duly signed and enclosed with the Self-Attested photocopies of certificates/testimonials, etc., should reach

**To,  
Establishment Section,  
Indian Institute of Information Technology,  
Sonapat, Transit Campus:- SBIT, Palri,  
Meerut Road Sonapat- 131023, Haryana**

The envelope containing the application be super scribed on the cover as “**APPLICATION FOR THE POST OF \_\_\_\_\_**.” The Institute shall not be responsible for any postal delays.

### **(B) ELIGIBILITY CRITERIA:**

1. The eligibility of candidates with respect to age, qualifications, and experience shall be determined as of the last date of receipt of the application.
2. The qualifications and experience required are in accordance with the Recruitment and Promotion Rules 2016 for Non-Faculty Positions at IIIT Sonapat these are detailed in **Annexure I**, enclosed with this notification.
3. Merely fulfilling the minimum eligibility criteria does not guarantee short-listing for the advertised Post.
4. The Institute reserves the right to adopt higher criteria (which may include higher qualifications, higher percentage of marks in educational qualifications, experience and other such parameters) for screening and short listing the applications of applicants to be called for Interview.
5. Candidates must possess working knowledge of computer applications and exhibit effective communication skills for all advertised posts.
6. The period of deputation for each advertised post shall be initially 1 year, which shall be extendable on year-to-year basis, maximum upto 3 years, subject to the review of the performance. However, the appointing Authority reserves the rights to repatriate the officer any time.

7. Age Criteria shall be applicable as per Recruitment and Promotion Rules as mentioned in the point 2 above.
8. For the Post of **Assistant Executive Engineer, the applicant is expected to have** Experience in construction or project of multi stories buildings and have experience in planning /estimation/measurement/Tendering/maintenance of building as per the CPWD/PWD norm. The applicant must have Good Knowledge of CPWD manuals, preparation/checking of estimates/drawings structure details/bill of quantities. Substitutes/deviation items statement and other associated issues related with building. Also the Knowledge of LT and HT DG sets, substations, air-conditioning, lift and sewerage system.
9. For the Post of **Junior Superintendent (Account Section)** the preference shall be given to the candidates working in the Account Section of their present employer and must be well versed with all accounting principles, concepts of Balance Sheets and accounting software like Tally Prime etc.

**(C) EMPLOYMENT STATUS AND NOC (Annexure-II, enclosed with this notification)**

1. **Application Through Proper Channel with Valid No Objection Certificate (NOC)** Candidates currently employed in the Central Government / State Government / Semi- Government Organizations / Public Sector Undertakings / Autonomous Bodies or any other body under the Central or State Government must apply through Proper Channel, accompanied by a valid No Objection Certificate (NOC) from their present employer. The NOC must explicitly confirm the employer's consent for the employee's deputation to the recruiting institution. Applications submitted without a valid NOC or not routed through the proper channel shall be treated as advance copies; however, the original valid NOC must be produced at the time of Document Verification or whenever called upon, failing which the candidature shall be summarily rejected.
2. **Clean Service Record and Formal Departmental Clearance** The applicant must possess a service record free from any pending or concluded adverse disciplinary, vigilance, or criminal proceedings at the time of application. The NOC / forwarding letter issued by the competent authority of the parent cadre or department must categorically confirm the employee's clear standing and the department's consent for release on deputation. Any misrepresentation of service history or concealment of adverse antecedents, if detected at any stage of the recruitment or post-appointment process, shall render the selection null and void and may invite further disciplinary action.

**(D) DOCUMENT REQUIREMENTS**

1. Candidates must submit the following documents at the time of application:
  - Recent passport-size photograph (not older than 3 months).
  - Signature in blue ink.
  - Proof of Date of Birth (Class X certificate).

- Educational qualifications and experience certificates.
  - Valid caste certificate (SC/ST/OBC/EWS), if applicable.
  - PwBDs/PwDs certificate issued by the competent authority.
  - A valid No Objection Certificate (NOC) With Vigilance clearance Certificate, **Annexure-II (Mandatory)**
2. Applications lacking the required self-attested documents shall be summarily rejected.
  3. All original documents along with photocopies must be presented at the time of Document Verification or whenever called upon.

**(E) SELECTION PROCESS**

1. Only shortlisted candidates shall be called for the Interview/Interaction.
2. No TA/DA or local conveyance will be provided for attending the Interview.
3. The Institute reserves the right to:
  - Not fill any of the advertised posts.
  - Modify/withdraw/cancel communications issued to candidates at any stage.
  - Cancel or suspend the recruitment process without assigning reasons.
4. Any typographical/inadvertent error in the process, if identified even after the issuance of the appointment letter, may be rectified or lead to withdrawal of the offer.
5. The number of vacancies may be increased or decreased at the discretion of the Institute.
6. The Institute reserves to right to modify/defer or cancel full/part of the advertisement/ recruitment at any stage of processing without assigning any reasons.

**(F) CONDUCT & LEGAL CONDITIONS**

1. All Candidates working in any Government Organization, must not be involved in any vigilance, disciplinary, or criminal cases. Applications of such candidates shall not be considered.
2. Candidates must not have been convicted by any court of law.
3. Any false information or suppression of facts shall lead to rejection or cancellation of selection/appointment.
4. Legal disputes, if any, shall be subject to the jurisdiction of the **Court of Sonapat only**.

**(G) COMMUNICATION**

1. Applicants are required to visit the Institute website ([www.iiitsonapat.ac.in](http://www.iiitsonapat.ac.in)) regularly for updates/schedule of Interview and other similar information; as any subsequent corrigendum/addendum etc. shall be published on the Institute website only. Institute will not be responsible in any manner, if a candidate fails to visit the website in time.
2. All official communications regarding the recruitment process will be made exclusively through the Institute's website, registered email ID, and mobile number provided by the candidate.
3. The Institute shall not be responsible for communication failure due to any error or incorrect contact details provided by the candidate.

4. Any request to change the registered email ID and mobile number provided by the candidates in his application form will not be considered under any circumstances.
5. All communications with candidates will be made exclusively through the following official email addresses: [establishment@iiitsonepat.ac.in](mailto:establishment@iiitsonepat.ac.in).
6. Candidates are requested to direct all queries, requests, or communications related to this recruitment process only to [establishment@iiitsonepat.ac.in](mailto:establishment@iiitsonepat.ac.in). Queries or requests submitted through any other mode will not be entertained under any circumstances. Please ensure that all communications are strictly related to the recruitment process and are adequately justified. Queries that are already addressed in the recruitment notification or available on the Institute's official website will not be responded to individually.

**(H) IMPORTANT DATES:**

1. Date of Advertisement Publication: **16<sup>th</sup> March 2026**.
2. Last Date of Receipt of Application Form: **21 days** from the date of publication of the advertisement in the Employment Newspaper.

**(I) OTHER INFORMATION FOR CANDIDATES:**

1. Applicants must ensure that the information stated in the application form is filled accurately and completely. Consequent upon the receipt of the application form, no request for correction or modification of any information will be entertained. Applications that are incomplete in any respect or do not meet the advertised eligibility criteria will be summarily rejected without further consideration.
2. Candidates are advised to provide a valid and active email ID and mobile number in the application form. These contact details must remain operational throughout the recruitment process. Requests for change of email ID or mobile number at any stage will not be entertained under any circumstances.
3. The applicant shall be solely responsible for the accuracy and authenticity of the information and documents submitted, including the photograph. Submission of false information or suppression/concealment of facts will result in disqualification and may lead to cancellation of candidature or termination of appointment at any stage.
4. It is mandatory for applicants to submit all required certificates and documents supporting their eligibility while applying for the post and submitting the application. Failure to do so will result in the application being rejected without any further notice or appeal.
5. No late receipt of application will be considered / entertained.

Sd/-  
(Faculty In charge  
Establishment Section, IIIT Sonapat)

## ANNEXURE – I

1.	Name of the Post	:	<b>Assistant Executive Engineer</b>
2.	Number of posts	:	
3.	Classification	:	Group A
4.	Scale of Pay	:	PB-3: 15600-39100 + GP 5400
5.	Whether selection post or non-selection post	:	Selection
6.	Age limit for direct recruitment	:	45 years
7.	Educational and other qualifications required for direct recruitment	:	First class B.E/B.Tech in relevant field with 8 years experience (or) First class M.E/M.Tech with 5 years experience
8.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not applicable.
9.	Period of probation, if any	:	One year
10.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Direct Recruitment: 50% Promotion : 50%
11.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	Degree in Engineering with 8 years experience as Assistant Engineer in PB-2 with GP 4600 (10 years for Diploma holders).
12.	If a Departmental Promotion committee exist what is its composition	:	Selection by committee constituted as per Statutes of Institute.

1.	Name of the Post	:	Junior Superintendent
2.	Number of posts	:	
3.	Classification	:	Group B
4.	Scale of Pay	:	PB-2: 9300-34800 + GP 4200
5.	Whether selection post or non- selection post	:	Selection
6.	Age limit for direct recruitment	:	<del>32 Years</del> 40 Years***
7.	Educational and other qualifications required for direct recruitment	:	First class Bachelor's degree with 6 years experience in relevant area.
8.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of Promotees	:	Not Applicable
9.	Period of probation, if any	:	One year
10.	Method of recruitment, whether by direct requirement or by promotion or by deputation or absorption and percentage of the posts to be filled by various methods	:	Direct Recruitment : 50% Promotion : 50%
11.	In case of recruitment by promotion or by deputation or absorption, grades from which promotion or deputation or absorption to be made	:	Bachelor's degree with 6 years of experience as Senior Assistant in PB-1 with GP 2800 or equivalent.
12.	If a Departmental Promotion committee exist what is its composition	:	Selection by committee constituted as per Statutes of Institute.

\*\*\*As per 4<sup>th</sup> GB, MoM, IIIT Sonapat

## ANNEXURE – II

### NO OBJECTION CERTIFICATE FOR DEPUTATION

Ref. No.: \_\_\_\_\_

Date: \_\_\_\_\_

This is to certify that **Shri/Smt./Dr.** \_\_\_\_\_, presently working as \_\_\_\_\_ **(Designation)** in the \_\_\_\_\_ **(Name of Department/Organization)**, is a **permanent/regular employee** of this department and is currently placed in **Pay Level \_\_\_\_\_ of the Pay Matrix (as per 7th CPC)**.

The competent authority of this department has **no objection** to his/her application for the post of \_\_\_\_\_ in \_\_\_\_\_ **(Name of Recruiting Institution/Department)** on **deputation basis**, in accordance with the applicable Government rules and regulations.

In the event of his/her selection for the said post, this department **conveys its consent for relieving the officer on deputation**, subject to fulfillment of administrative formalities and conditions governing deputation under the relevant Government of India rules.

It is further certified that:

1. The officer's **service records have been verified** and found to be satisfactory.
2. **No disciplinary/vigilance case is pending or contemplated** against the officer.
3. The officer will be **relieved from this department to enable him/her to take up the assignment on deputation**, if selected.

This certificate is issued for the purpose of **submission along with the application for deputation**.

(Signature)

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Department/Organization: \_\_\_\_\_

(Seal of the Office)



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(An Autonomous Institute of National Importance under Act of Parliament)

Advt.No.:IITS/Estt./Rect./2026/01

Date:16.03.2026

**Application Form**

(To be filled by the office)

**1. Application Details**

Application Number : \_\_\_\_\_

Date of Receipt : \_\_\_\_\_

**Notes:**

Self-Attested copies of all certificates/testimonials should be attached. Originals are required to be shown at the time of interview. Persons in Govt. Employment should send their application through proper channel. Application received after the due date or found incomplete may not be considered.

**2. Personal Details:**

a) Post applied for : \_\_\_\_\_

b) Advt. No. & Date : \_\_\_\_\_

c) Name of applicant : \_\_\_\_\_  
(in CAPITAL LETTERS):

d) Name of Father/Husband : \_\_\_\_\_

e) Marital Status / Sex : \_\_\_\_\_

f) Mobile No : \_\_\_\_\_

g) Email : \_\_\_\_\_

h) Phone No. with STD Code if any) : \_\_\_\_\_

i) Correspondence Address : \_\_\_\_\_  
\_\_\_\_\_

j) Permanent Address : \_\_\_\_\_  
\_\_\_\_\_

k) Date of Birth (Please enclose self-attested copy of certificate) : \_\_\_\_\_

l) Nationality : \_\_\_\_\_

m) Place of Birth : \_\_\_\_\_

n) Whether you belong to PwD category? If yes, please specify : \_\_\_\_\_

- o) Caste (Attach certificate if applicable) : \_\_\_\_\_
- p) If employed, name of employer, present basic pay & scale of pay : \_\_\_\_\_

**3. Details of Educational Qualifications (Matriculation onwards)**

Exam Passed	Year	Percentage of Marks	Division/Class	Institution	Board/ University

**4. Particulars of Previous Employment (Chronological reverse order)**

Post Held	From	To	Total Period of Service	Scale of Pay & Present Basic Pay	Institute/ Organization	Nature of Duties & Responsibility

**5. Particulars of Present Employment (if any)**

Designation	Date of Joining	Employer Name & Address/ Type of Organization	Scale of Pay & Present Basic Pay	Nature of Duties & Responsibility

**6. Languages Known**

Language	Read	Write	Speak	Examination Passed (if any)

**7. Do you have any near relation among staff of this Institute? If yes, provide details below:**

Name of Person	Designation	Relationship with Candidate

**8. Details of Foreign Visits (if any)**

Country Visited	Purpose of Visit	Year

**9. Places of Residence for more than 1 year during the last 5 years**

From	To	Residential Address in Full

**10. Additional Remarks**

(Mention any special qualification, experience, or computer knowledge not included above)

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**11. References**

(Persons in responsible positions in India, not relatives)

	Name	Occupation	Email and Mobile	Address
Reference 1:				
Reference 2:				
Reference 3:				

**12. Details of Enclosures**

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.

**Undertaking**

I undertake that I have read all the information and instructions given in the advertisement on the Institute website and the information provided by me above is correct. I understand that my application may be rejected if the information is incorrect, incomplete, or if the required documents are not attached.

Date:

Place:

Signature of Candidate

**13. Recommendation / Comments of Present Employer (For employed persons only)**

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Seal with Date

Signature of Employer