NATIONAL INSTITUTE OF TECHNOLOGY RAIPUR

SCHEDULE, SELECTION PRCEDURE AND PROCEDURE & GUIDELINES FOR RE-SKILL TEST & DOCUMENT VERIFICATION
For Posts – Stenographer, Senior Assistant & Junior Assistant

[Ref - Recruitment Notice No./NITRR/R-1/Advt./2023/159 dated 13.07.2023]

With reference to the aforementioned Recruitment Notice the vacant positions are mentioned as under:
1. Stenographer (UR-2 & OBC-1)
2. Senior Assistant (UR-1 & OBC-1)
3. Junior Assistant (UR-2, SC-1 & EWS-1)

It has now been decided to give the candidates an opportunity for re-skill test to fill the above vacancies.

Selection Procedure –
- Shortlist (category-wise) is based on the candidate's Total Score obtained in the NTA's test.
- For Skill Test and Document Verification the candidates are called in a reasonable number as per the Merit.
- Skill Test will be qualifying in nature and the final merit will be based on Total Score obtained in the NTA's test only.
- Tie-Breaking Rules –
  In case of equal marks obtained in the test conducted by NTA, in order of priority for the same post is given below –
  o The candidate having higher age will get preference in merit.
  o In case the above point is same for candidates, then higher percentage/CGPA in minimum educational qualification will get preference in merit.

Procedure & Guidelines for Re-Skill Test –
Candidates must go carefully through the details for each post. (Link)

Schedule for Skill Test & Document Verification –

Sr. No.	Posts	List of Shortlisted Candidates	Date & Reporting Time for Skill Test	Schedule for Document Verification
1	Stenographer	List	30-01-2024 at 9.00 AM (Tuesday)	Document verification will be done soon after the completion of skill test for only those candidates whose document verification was not carried out earlier.
2	Senior Assistant	List	31-01-2024 at 9.00 AM (Wednesday)	Document verification will be done soon after the completion of skill test for only those candidates whose document verification was not carried out earlier.
3	Junior Assistant	List	01-02-2024at 9.00 AM (Thursday)	Document verification will be done soon after the completion of skill test for only those candidates whose document verification was not carried out earlier.
Venue: National Institute of Technology, Raipur, C.G. – 492010				

Instructions to the candidates:

1. Please note that it will not be possible to change the date of skill test and document verification.

2. Mere calling for skill test/document verification does not guarantee selection for the applied post.

3. The candidates have to bring original copies of documents/testimonials pertaining to their educational qualifications, experience etc mentioned in the application form, failing which they may not be eligible for selection to the post.

4. The candidates belonging to reserved categories must bring their recent original caste certificate in the prescribed format for employment in Central Government Organizations (Govt of India format). For OBC and EWS categories the certificates must be issued on or after 01-04-2023.

5. The candidates belonging to PWD status must bring disability certificate issued by competent medical authorities as applicable for employment in Central Government Organizations (Govt of India format). Final selection will be made on the basis of recommendations of medical board to be appointed for examining the physical disability.

6. The candidates who are already employed in Government (Central/ State), Semi-Government, Government Aided Organizations/Institutions, Government Autonomous Bodies/Institutions must bring original copy of 'No Objection Certificate' issued by Competent Authority of their Organization. No extension will be given to submit this document.

7. No Travelling Allowances (TA) and DA shall be payable to the candidates for appearing for the skill test and document verification.

8. Candidates should come prepared for over-night stay in case the document verification gets prolonged. Candidates will have to make arrangements for stay (if necessary) on their own.

9. Applicants belonging to SC, ST, OBC Category and who have applied against UR posts are advised to check their eligibility for UR category posts.

10. Please visit the website of NIT Raipur (www.nitrr.ac.in) regularly for further instructions, if any.

11. Candidates are required to bring their original documents along with self-attested photocopies, a copy of NTA's application form, passport size photos and an original government-issued photo ID card (e.g., Aadhar, Driver's License, Passport, PAN, etc.) along with a photocopy. Please verify that the name entered in the application form matches the name on the ID card.

12. All the terms & conditions of the Recruitment Notice No./NITRR/R-1/Advt./2023/159 dated 13.07.2023 will be applicable.