



## NATIONAL INSTITUTE OF TECHNOLOGY RAIPUR

(Institute of National Importance)

G.E. Road, Raipur, Chhattisgarh - 492010

Phone: 0771-2254200, Fax: 0771 – 2254600

Email: [director@nitrr.ac.in](mailto:director@nitrr.ac.in), [www.nitrr.ac.in](http://www.nitrr.ac.in)

### Work Profile of Trainees

S.No.	Designation	Work Profile
1	Trainee Engineer	<p><b>A. Application Development Section:</b></p> <ul style="list-style-type: none"> <li>• Web application development in any MVC architecture on Linux platform. They should have good knowledge on PHP/Python/Node.JS, etc. and on RDBMS like Mysql/Oracle, etc. Configuration of webserver like Apache/Nginx, etc along with its tuning.</li> <li>• Management of institute's official email service and employee profiles, hosting and management of institute website. Creation of virtual hosts and hosting sites along with their security.</li> <li>• Management of LDAP and DNS servers, and support in live webcasting service.</li> </ul> <p><b>B. Systems and Networks Section:</b></p> <ul style="list-style-type: none"> <li>• Maintain data center and environmental facilities including but not limited to UPS, backup generator power, fire prevention systems, and HVAC.</li> <li>• Installation and support of the physical computer infrastructure (hardware, systems software, networks, and backup systems).</li> <li>• Troubleshoot issues within the data center and physical infrastructure.</li> </ul>
2.	Trainee Technician-I	<p><b>A. Systems and Networks Section:</b></p> <ul style="list-style-type: none"> <li>• Maintain data center and environmental facilities including but not limited to UPS, backup generator power, fire prevention systems, and HVAC</li> <li>• Installation and support of the physical computer infrastructure (hardware, systems software, networks, and backup systems)</li> <li>• Troubleshoot issues within the data center and physical infrastructure</li> </ul>

3.	Trainee Technician- II	<p><b>A. Application Development Section:</b></p> <p>Management of Computer Lab and Classroom Cum Computer Labs namely CLC1, CLC2, CLC3, CLC4 of CCC and maintain all the systems therein like Projector, Audio System, Electronic Boards, etc. and Troubleshooting of PCs including accessories like Webcams and Headsets for successful conduction of Online Exam for TPO.</p> <p><b>B. Systems and Networks Section:</b></p> <p>Troubleshooting of Network Field Issues, Management of Computer Center Building infrastructure like Water Cooler, RO, Monitoring Displays, Fire related, Surveillance Cams etc.</p>
4.	Trainee Office Assistant	<p>Filing, Indexing, Cataloguing and Management of Department Documents.</p> <p>Handling of Office MIS, Helpdesk and Email Accounts</p> <p>Handling of CCC Software Library, Knowledge Repository and Daak Book, Stock Entries, Scanning, Typing, etc.</p> <p>Handling Routine Office Tasks.</p>
5.	Trainee Multitasking staff	<p>Movement of the files.</p> <p>Maintain and ensure regular cleaning and hygiene of CCC equipment, classes, labs, staff rooms, corridors, rooms, etc at different locations.</p> <p>Different works of CCC as and when assigned.</p>