



**INDIAN INSTITUTE OF INFORMATION TECHNOLOGY
UNA [HP]**

An Institute of National Importance under MoE
Saloh, Una (HP) – 177 209

Website: www.iiitu.ac.in

Email address: director@iiitu.ac.in
ssk@nitt.edu

Prof. S. SELVAKUMAR
DIRECTOR

IIITU/R-Corrigendum/02/2022 - 324

01, June'22

**CORRIGENDUM TO THE
ADVERTISEMENT FOR THE POST OF REGISTRAR
(DEPUTATION/CONTRACT/REGULAR BASIS)
(Advt. No. IIITU/R/02/2022-241 dated 19, May'22)**

The non-refundable application processing fee has to be paid through a Demand Draft drawn in favour of 'The Director, IIIT Una' payable at Una (HP).

The other terms and conditions including the last date of application remain the same.

S. Selvakumar
DIRECTOR 01 06 22



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Website: www.iiitu.ac.in

IIITU/R/02/2022-241

19, May'22

**ADVERTISEMENT FOR THE POST OF REGISTRAR
(DEPUTATION/CONTRACT/REGULAR BASIS)**

Indian Institute of Information Technology (IIIT) Una invites applications from Indian Nationals for the post of Registrar on Deputation/Contract/Regular basis. The last date for submission of application through the following google link is 17:00 hrs. on 19, June'22.

The last date for receipt of hard copy is 27, June'22 till 17:00 hrs.

Please visit our website www.iiitu.ac.in for further details.

**Sd. X X X
DIRECTOR**

Advt. No. : IIITU/R/02/2022 dated 19, May'22

ADVERTISEMENT FOR THE POST OF REGISTRAR

Applications are invited from Indian Nationals who would like to contribute for the development of IIIT Una, an Institute of National Importance set up, and managed by the Ministry of Education, Govt. of India under the act of Parliament no. 23 of 2017. The details of vacancy are as follows:

I. No. of Vacancies:

Sl. No.	Name of Post	Pay Matrix	No. of Posts and Reservation
1.	Registrar	PB-4:37400-67000 + GP 10000	1 (UR)

Application format (Annexure-I) and the details such as, qualification, experience required, scale of pay, other allowances, and instructions to the candidates for the above posts are available in the Institute's website: <https://www.iiitu.ac.in>.

Complete hard copy of the application alongwith all necessary enclosures should be sent to The Director, Indian Institute of Information Technology, Una, Saloh, Una (HP) – 177 209 so as to reach on or before 27, June'22 upto 05:00 P.M. by Speed Post/ Registered Post only.

II. MINIMUM QUALIFICATION, EXPERIENCE, AND OTHER DETAILS

Sr. No.	Description	Information
1.	Name of Post	Registrar
2.	Number of Post	01
3.	Nature of Appointment	Deputation/Contract/Regular
4.	Classification	Group A
5.	Educational and Other Qualification	A postgraduate degree with at least 55% marks or its equivalent grade. At least 15 years experience as Assistant Professor in AGP of Rs.7000/- (or equivalent V CPC Scale) and above or 8 years of service in the AGP of Rs.8000/- (or equivalent V CPC Scale) and above including as Associate Professor along with experience in educational administration. (OR) 15 years of administrative experience, of which 8 years as Deputy Registrar in GP 7600 or an equivalent post.
6.	Age	55 years and below
7.	Scale of Pay	PB-4:37400-67000 + GP 10000

8.	Allowances	As per GoI norms
9.	Increment	As per GoI norms
10.	Method of Recruitment	Direct Recruitment OR Deputation OR Contract Basis for a tenure of upto 5 years or till attaining the age of 62 years whichever is earlier or as fixed by GoI by orders issued in this regard from time to time
11.	Composition of Selection Committee	Selection by committee constituted as per Statutes of Institute.

III. GENERAL INSTRUCTIONS/ INFORMATION TO CANDIDATES

1. The applicants should go through all instructions, recruitment rules carefully and ensure that they fulfil all eligibility conditions. Their admission to all stages of the recruitment will be purely provisional subject to satisfying of the eligibility conditions.
2. Candidates should carefully fill up all the details required in the application form including age, educational qualification, details of valid Community/ PwD Certificates, the details of the payment, etc., as no correspondence regarding change of details will be entertained after last date for submission of application. If any of their claims is found to be incorrect, it will lead to rejection of their candidature.
3. Candidate should pay a **non-refundable under any circumstances**, an application processing fee of Rs.1000/- through a Demand Draft drawn in favour of 'The Director, IIIT Una' payable at Una (HP). The fee for SC/ST candidates is Rs.500/-. No fee is required for PwD candidates.
4. Candidates should submit self-attested photocopies of required certificates and other documents, in support of their claims in the application such as age, community (in the prescribed format), educational qualifications, experiences, etc., along with the application.
5. The prescribed essential qualifications/ experiences indicated are bare minimum and mere possession of the same will not entitle the candidate to be called for Test/Interview.
6. Any experience gained after the minimum qualifying degree will only be taken into consideration.
7. Applicants should send **two testimonials** from persons intimately acquainted with their work and character. If the applicant is in employment, then testimonials from the most recent employer or immediate superior as a referee must be submitted.
8. The Institute reserves the right to restrict the number of candidates called for written test/interview to a reasonable limit on the basis of qualifications, level of relevance of experience higher than the minimum prescribed in the advertisement and other academic achievements.
9. The Institute has the right to decide the mode of screening and testing the applicant for short listing and selection.

10. The institute reserves the right not to fill the post advertised and reject any or all applications without assigning any reason.
11. The details regarding qualification/experiences, etc., are taken from the recruitment rules for Non-teaching staffs of RPN 2016. However, any modification in the Recruitment Rules notified by MoE will be finally applicable. The selection procedure will be governed by the statutes of the Institute.
12. Candidates employed in Government and Semi- Government Organization, Public sector Undertakings, autonomous bodies of Govt. of India or the State Government must apply through their present employer. If they anticipate unavoidable delay in their applications, they may submit advance copies of their application directly to **The Director Indian Institute of Information Technology Una, Saloh, Una (HP) – 177 209** which will be considered provisionally. Candidates will be allowed to appear for the interview only if the applications are duly forwarded (proper channel) by the employer.
13. Candidate shall have to produce original documents at the time of appearing for test/Interview.
14. The qualification prescribed should have been obtained from recognised University/ Institutions.
15. No TA/DA shall be paid to the candidates attending the Written Test/Interview except PwD candidates who will be reimbursed up to III- Tier AC by the shortest route as per Institute norms.
16. Applications received through E-mail/ incomplete/ not on prescribed format/ without application fee/ without self-attested copies of relevant documents / not through proper channel will not be considered.
17. Candidates shortlisted for Test/Interview will be informed through Institute Website (www.iiitu.ac.in) and through email of the applicant given in the application form.
18. Any dispute with regard to selection process will be subject to court/ tribunal having jurisdiction over Una/Himachal Pradesh.
19. Canvassing in any form/ bringing in any influence political or otherwise will be treated as a disqualification for the post. **Interim enquiries will not be entertained.** If it is found at any stage that any information given in the application is incorrect/false, the candidature/appointment is liable to be cancelled/ terminated.
20. The age as on the last date for submission of soft copy of application (19, June'22) will be computed.
21. The applications for deputation should be routed through proper channel with ACRs of last three years. Vigilance clearance certificate and copies of testimonials should also be furnished.

22. The hard copy of the application form duly signed and enclosed with the Self-Attested photo-copies of certificates/ testimonials, etc., should reach the Director, Indian Institute of Information Technology, Una, Saloh, Una (HP) – 177 209 by Speed Post/ Registered Post on or before 27, June'22 upto 05:00 PM super scribing on the cover APPLICATION FOR THE POST OF Registrar. The Institute shall not be responsible for postal delays, if any. The last date for submission of application through google link is 17:00 hrs., on 19, June'22.
23. The selection process will be held in Indian Institute of Information Technology, Una, Saloh, Una (HP) – 177 209.
24. Candidates are advised to visit Institute website www.iitu.ac.in periodically for updates regarding recruitment process.

Sd. X X X
DIRECTOR

Annexure-I : Application Format.

Annexure – A
Details of Academic Qualifications

Sr. No.	Copy of certificates	PDF*
1.	PhD Degree Certificate	Single
2.	PG Degree Certificate	Single
3.	PG Transcript or all semester Grade Cards	
4.	UG Degree Certificate	Single
5.	UG Transcript or all semester Grade Cards	
6.	Twelfth (+2) Mark Statement	Single
7.	Tenth (10) Mark Statement	Single
8.	Application with prescribed format	Single

*: Refer to naming conventions in Instructions to candidates.

Note: i) Please keep the above certificate/documents scanned and stored in pdf before commencing the online filling of application.

Annexure – B
Details of Experience

The Experience Certificate from each Institute be scanned and kept ready following the naming conventions, before commencing the filling up of application.

Annexure – C
Details of Administrative Experience

The administrative Experience Certificates be scanned and kept ready following the naming conventions, before commencing the filling up of application.

Annexure – D
(SC/ST Certificate)

1. This is to certify that Shri/ Shri mati/ Kumari* _____ son/daughter*
of _____ of Village/Town * _____
District/Division* _____ of State/Union Territory* _____ belongs to
the _____ Scheduled Caste / Scheduled Tribe* under :-

*The Constitution (Scheduled Castes) Order, 1950

*The Constitution (Scheduled Tribes) Order, 1950

***The Constitution (Scheduled Castes) (Union Territories) Order, 1951**

*The Constitution (Scheduled Tribes) (Union Territories) Order, 1951

[As amended by the Scheduled Castes and Scheduled Tribes Lists (Modification Order) 1956, the Bombay Reorganization Act, 1960, the Punjab Reorganization Act, 1966, the State of Himachal Pradesh Act, 1970, the North Eastern Areas (Reorganization) Act, 1971, the Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 1976 and the Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 2002]

* The Constitution (Jammu and Kashmir) Scheduled Castes Order, 1956;

* The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959, as amended by the Scheduled Castes and Scheduled Tribes Order (Amendment) Act, 1976;

*** The Constitution (Dadara and Nagar Haveli) Schedule Castes Order, 1962;**

* The Constitution (Dadara and Nagar Haveli) Scheduled Tribes Order, 1962;

* The Constitution (Pondicherry) Scheduled Castes Order, 1964;

* The Constitution (Uttar Pradesh) Scheduled Tribes Order, 1967;

* The Constitution (Goa, Daman and Diu) Scheduled Castes Order, 1968;

* The Constitution (Goa, Daman and Diu) Scheduled Tribes Order, 1968;

* The Constitution (Nagaland) Scheduled Tribes Order, 1970;

* The Constitution (Sikkim) Scheduled Castes Order, 1978;

* The Constitution (Sikkim) Scheduled Tribes Order, 1978;

* The Constitution (Jammu and Kashmir) Scheduled Tribes Order, 1989;

* The Constitution (Scheduled Castes) Order (Amendment) Act, 1990;

* The Constitution (Scheduled Tribes) Order (Amendment) Act, 1991;

* The Constitution (Scheduled Tribes) Order (Second Amendment) Act, 1991.

2. # This certificate is issued on the basis of the Scheduled Castes / Scheduled Tribes* Certificate issued to Shri /Shrimati*
_____ father/mother* of Shri /Shrimati /Kumari* _____ of Village/Town*
_____ in District/Division* _____ of the State State/Union Territory*
_____ who belong to the Caste / Tribe* which is recognized as a Scheduled Caste / Scheduled Tribe*
in the State / Union Territory* _____ issued by the _____ dated _____.

3. Shri/ Shrimati/ Kumari * _____ and / or* his / her* family ordinarily reside(s)** in Village/Town*
_____ of _____ District/Division* of the State Union Territory* of _____

Signature: _____

Designation: _____

(with seal of the Office)

Place: _____

State/Union Territory* _____

Date: _____

* Please delete the word(s) which are not applicable.

Applicable in the case of SC/ST Persons who have migrated from another State/UT. IMPORTANT NOTES

The term “ordinarily reside(s)**” used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950. Officers competent to issue Caste/Tribe certificates:

1. District Magistrate / Additional District Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / Deputy Collector / Ist Class Stipendiary Magistrate / City Magistrate / Sub-Divisional Magistrate / Taluka Magistrate / Executive Magistrate / Extra Assistant Commissioner.
2. Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate.
3. Revenue Officers not below the rank of Tehsildar.
4. Sub-divisional Officer of the area where the candidate and/ or his family normally reside(s).
5. Administrator / Secretary to Administrator / Development Officer (Lakshdweep Island).
6. Certificate issued by any other authority will be rejected

Annexure - E
OBC/NCL Certificate
To be issued on or after 01, January 2021

This is to certify that Shri/Smt./Kum* _____ Son/Daughter*
of Shri/Smt.* _____ of Village/
Town _____ District/Division* _____ in the
State/Union Territory _____ belongs to the
_____ community that is recognized as a backward class under
Government of India**, Ministry of Social Justice and Empowerment's Resolution No. _____
dated _____***.

Shri/Smt./Kum. _____ and/or his/her family ordinarily reside(s)
in the _____ District/Division of the _____ State/Union
Territory. This is also to certify that **he/she does NOT belong to the persons/sections (Creamy Layer)**
mentioned in Column 3 of the Schedule to the Government of India, Department of Personnel & Training
O.M. No. 36012/22/93- Estt. (SCT) dated 08/09/93 which is modified vide OM No. 36033/3/2004
Estt.(Res.) dated 09/03/2004, further modified vide OM No. 36033/3/2004-Estt. (Res.) dated
14/10/2008, again further modified vide OM No.36036/2/2013-Estt (Res) dtd. 30/05/2014.

District Magistrate /
Deputy Commissioner /
Any other Competent Authority

Dated:
Seal

* **Please delete the word(s) which are not applicable.**

** **As listed in the Annexure (for FORM-OBC-NCL)**

*** **The authority issuing the certificate needs to mention the details of Resolution of Government of India, in which the caste of the candidate is mentioned as OBC.**

NOTE:

- a) The term 'Ordinarily resides' used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.
- b) The authorities competent to issue Caste Certificates are indicated below:
 - (i) District Magistrate/Additional Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/ Deputy Collector/1st Class Stipendiary Magistrate/Sub-Divisional Magistrate/Taluka Magistrate/Executive Magistrate/Extra Assistant Commissioner (not below the rank of 1st Class Stipendiary Magistrate).
 - (ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.
 - (iii) Revenue Officer not below the rank of Tehsildar' and
 - (iv) Sub-Divisional Officer of the area where the candidate and/or his family resides

ANNEXURE for FORM-OBC-NCL

Sl. No.	Resolution No.	Date of Notification
1	No. 12011/68/93-BCC(C)	13.09.1993
2	No. 12011/9/94-BCC	19.10.1994
3	No. 12011/7/95-BCC	24.05.1995
4	No. 12011/96/94-BCC	09.03.1996
5	No. 12011/44/96-BCC	11.12.1996
6	No. 12011/13/97-BCC	03.12.1997
7	No. 12011/99/94-BCC	11.12.1997
8	No. 12011/68/98-BCC	27.10.1999
9	No. 12011/88/98-BCC	06.12.1999
10	No. 12011/36/99-BCC	04.04.2000
11	No. 12011/44/99-BCC	21.09.2000
12	No. 12015/9/2000-BCC	06.09.2001
13	No. 12011/1/2001-BCC	19.06.2003
14	No. 12011/4/2002-BCC	13.01.2004
15	No. 12011/9/2004-BCC	16.01.2006
16	No. 12011/14/2004-BCC	12.03.2007
17	No. 12011/16/2007-BCC	12.10.2007
18	No. 12018/6/2005-BCC	30.07.2010
19	No. 12015/2/2007-BCC	18.08.2010
20	No. 12015/15/2008-BCC	16.06.2011
21	No. 12015/13/2010-BC-II	08.12.2011
22	No. 12015/5/2011-BC-II	17.02.2014

Declaration / undertaking - for OBC Candidates only

I, _____ son/daughter of Shri _____ resident of village/town/city _____ district _____ State hereby declare that I belong to the _____ community which is recognised as a backward class by the Government of India for the purpose of reservation in services as per orders contained in Department of Personnel and Training Office Memorandum No.36012/22/93-Estt. (SCT), dated 8/9/1993. It is also declared that I do not belong to persons/sections (Creamy Layer) mentioned in Column 3 of the Schedule to the above referred Office Memorandum, dated 8/9/1993, which is modified vide Department of Personnel and Training Office Memorandum No.36033/3/2004 Estt.(Res.) dated 9/3/2004. I also declare that the condition of status/annual income for creamy layer of my parents/guardian is within prescribed limits as on financial year ending on March 31, 2022.

Place:

Signature of the Candidate*

Date:

***Note: *Declaration/undertaking not signed by Candidate will be rejected
The declaration has to be scanned in pdf and merged with the scanned copy of Annexure-E
and kept ready for uploading.***

Annexure – F

Government of
(Name & address of the authority issuing the certificate)

INCOME & ASSETS CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS

Certificate No. _____

Date: _____

Valid for the Year _____

1. This is to certify that Shri./Smt./Kumari _____ son/daughter/wife of _____ permanent resident of _____, Village/ Street _____ Post Office _____ District _____ in the State/Union Territory _____ Pin Code _____ whose photograph is attested below belongs to Economically Weaker Sections, since the gross annual income* of his/her “family”** is below Rs.8 lakh (Rupees Eight Lakh only) for the financial year _____. His/ her family does not own or possess any of the following assets***.

- I. 5 acres of agricultural land and above.
- II. Residential flat of 1000 sq. ft. and above.
- III. Residential plot of 100 sq. yards and above in notified municipalities.
- IV. Residential plot of 200 sq. yards and above in areas other than the notified municipalities.

2. Shri./Smt./ Kumari _____ belongs to the _____ caste which is not recognized as a Scheduled Caste, Scheduled Tribe and Other Backward Classes (Central List).

Signature with Seal of Office : _____
Name : _____
Designation : _____

Recent PP Size Attested Photograph (Showing face only) of the person with disability

* **Note 1:** Income covered all sources, i.e., salary, agriculture, business, profession, etc.

** **Note 2:** The term “Family” for this purpose include the person, who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years.

*** **Note 3:** The property held by a “Family” in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.

Annexure – G
(Disability Certificate)

**(NAME AND ADDRESS OF THE MEDICAL AUTHORITY ISSUING THE
CERTIFICATE)**

Recent PP Size Attested Photograph (Showing face only) of the person with disability

Certificate No. _____ Date: _____

This is to Certify that I have carefully examined Shri./Smt./Kum. _____
son/ wife/ daughter of Shri _____
Date of Birth(DD/MM/YY) _____ Age _____ years, male/female _____

Registration No. _____ Permanent resident of House No. _____ Ward/Village/Street
_____ Post Office _____ District
_____ State _____,

whose photograph is affixed above, and am satisfied that he/she is a case of disability.

1. His/her extent of percentage of physical impairment/disability has been evaluated as per guidelines (to be specified) and is shown against the relevant disability in the table below:

S. No.	Disability	Affected Part of Body	Diagnosis	Permanent physical impairment/mental disability (in %)
1	Locomotor disability	@		
2	Low vision	#		
3	Blindness	Both Eyes		
4	Hearing impairment	£		
5	Mental retardation	X		
6	Mental-illness	X		

(Please strike out the disabilities which are not applicable.)

@ -e.g. Left/Right/both arms/legs

-e.g. Single eye/both eyes

£ -e.g. Left/Right/both ears

2. The above condition is progressive/ non-progressive/ likely to improve/ not likely to improve.
3. Reassessment of disability is:
 - a. not necessary
 - Or
 - b. is recommended/after ___ years _____ months, and therefore this certificate shall be valid till (DD/MM/YY)
4. The applicant has submitted the following document as proof of residence:

Nature of Document	Date of Issue	Details of authority issuing certificate

**(Authorized Signatory of notified Medical Authority)
(Name and Seal)**

Countersigned

{Countersignature and seal of the CMO/Medical Superintendent/Head of Government Hospital, in case the certificate is issued by a medical authority who is not a government servant (with seal)}

Signature/ thumb impression of the person in whose favour disability certificate is issued.

Note: In case this certificate is issued by a medical authority who is not a government servant, it shall be valid only if countersigned by the Chief Medical Officer of the District. Note: The principal rules were published in the Gazette of India vide notification number S.O. 908(E), dated the 31st December, 1996.

Annexure-H

CERTIFICATE FROM THE PRESENT EMPLOYER, IF APPLICABLE

The application for the post of Registrar at IIIT Una submitted by Prof./ Dr./Mr./Ms. _____
_____ who is presently working as _____ in this
Institute/ Organization _____ in the Department/Section
of _____ is forwarded and recommended for
consideration.

In case of selection for employment at IIIT Una Prof./Dr./Mr./Ms. _____ will be
relieved from the present position with _____ month/day notice period.

Place :

Date :

**(Signature and stamp of the
Head of the organization)**

Annexure-I

**Any Govt. identity proof
(Election I-Card/ UID Aadhar Card/ PAN etc.)**

Other Annexures

Annexure-J

Other Information

- Award/Honor
- Membership/Fellowship in any Professional Society
- Special Training /Proficiency
- Other (Relevant to the post of application)

Copy of uploaded document has to be attached with hard copy.

Annexure-K

Fee Payment Proof

Annexure-L

Application form in the prescribed format

INSTRUCTIONS TO CANDIDATES

The Instructions consist of the following:

- A. Form Design
- B. Naming Conventions for files to be uploaded

A. Form Design

The recruitment link has many fields in which data has to be filled in and the necessary documents have to be uploaded.

The candidates are advised to have the following details ready before starting the filling up of application:

1. Personal
 - Personal Information
2. Education
 - Academic Qualification
3. Experience
 - Academic Experience
 - Administrative Experience
4. Other Information
5. References
6. Fee Details
7. Application in the prescribed format

Details of each form are as follows:

1. Personal Information

- Name
- Correspondence Address
- Phone
- E-mail
- Permanent Address
- Alternate Phone
- Date of Birth
- **Upload** DoB Certificate/Proof for DoB in pdf
- Gender
- Marital Status
- Category
- **Upload** category certificate document in pdf
- Govt. issued ID-Card
- **Upload** ID card in pdf/jpg
- Recent Photograph (jpg/jpeg/png only)
- **Upload** Photograph

2. Current Working Details

Name of the organization/Institute:

Designation

Basic Pay

Pay Scale

Total emoluments

Date of Promotion/appointment in the current designation

3. Educational Qualifications

3.1 Tenth (10th) Standard

- **Upload** single document containing all the marksheets/grade cards and certificate in pdf.

3.2 Twelfth (+2) Standard

- **Upload** single document containing all the marksheets/grade cards and certificate in pdf.

3.3 Under Graduate

- **Upload** single document containing all the marksheets/grade cards/transcripts, degree certificate in pdf.

3.4 Post Graduate

- **Upload** single document containing all the marksheets/grade cards/transcripts, degree certificate in pdf.

3.5 PhD (if any)

- **Upload** only the degree certificate in pdf.

4 A. **Upload** the single document listing the total experiences in a tabular format in chronological order with the following details starting from the current designation:

Sl. No.

Designation

Pay Scale

From

To

Role and Responsibilities

B. Upload single document containing all the experience certificates in pdf.

C. Upload single document containing all the administrative experience certificates in pdf.

5 Other Information

Upload single document containing all other information in pdf.

6 References

- Name
- Designation
- Affiliation
- Phone
- Email

Upload the document containing above details alongwith the reference letters as a single pdf.

7 Fee Details

The non-refundable application processing fee has to be paid through a Demand Draft drawn in favour of 'The Director, IIIT Una' payable at Una (HP).

8 Application in the prescribed format

Upload the document containing all the details as in the prescribed format as a single pdf.

B. Naming convention for files to be uploaded

The following naming convention may be followed for all the files to be uploaded on google form:
(Short applicant name)-(Type of field)-(number).pdf (optional)

Example: 1. Personal : name-dob.pdf

name-category.pdf

name-pwd.pdf

name-id. pdf/jpg

name-photo.jpg/jpeg/png

If the name of candidate is xyz then xyz-dob.pdf and so on.

3. Academic Qualifications

name-tenth.pdf (Single document with all certificates)

name-twelfth.pdf (Single document with all certificates)

name-UG.pdf (Single document with all certificates)

name-PG.pdf (Single document with all certificates)

name-phd degree.pdf

4. A. Experience in tabular format

B. Experience Certificates

name-exp.pdf

C. Administrative Experience

name-admn-exp.pdf

5. Other Information

name-others.pdf

6. References

name-references.pdf

7. Fee Details

name-fee payment.pdf

8. Application

name-application.pdf

***** ALL THE BEST *****



INDIAN INSTITUTE OF INFORMATION TECHNOLOGY UNA [HP]

An Institute of National Importance under MoE
Saloh, Una (HP) – 177 209

Website: www.iiitu.ac.in

ANNEXURE I

APPLICATION FORM

I. PERSONAL INFORMATION

1.	Name	:				<div style="border: 1px solid black; padding: 5px;">Recent Passport size Photograph</div>		
2.	Gender (Mark a √ in the appropriate box)	:	<input type="checkbox"/> M	<input type="checkbox"/> F	<input type="checkbox"/> T			
3.	Date of Birth	:						
4.	Marital Status	:						
5.	Father's Name/ Husband's Name	:						
6.	Community of the applicant (Mark a √ in the appropriate box)	:	<input type="checkbox"/> SC	<input type="checkbox"/> ST	<input type="checkbox"/> OBC		<input type="checkbox"/> UR	<input type="checkbox"/> EWS
7.	Address for Communication	:						
	Permanent Address	:						
8.	Mobile No.:			Alternative Mobile No.:				
	Email Id:							

II. EDUCATION QUALIFICATION: Starting from X Std.:

Sl. No.	Course	Discipline	Name of the Institution and Place	Class/ % Marks/ CGPA Obtained	Year of Passing
1.					
2.					
3.					
4.					
5.					

III. A. ACADEMIC EXPERIENCE (in Chronological Order):

Sl. No.	Name of the Organization/Institute	Designation	Period of Service		Scale of pay/ Pay Band Applicable
			From	To	
1.					
2.					
3.					

III. B. ADMINISTRATIVE EXPERIENCE (in Chronological Order):

Sl. No.	Name of the Organization/Institute	Designation	Period of Service		Role and Responsibility
			From	To	
1.					
2.					
3.					

IV. OTHER INFORMATION

1. Whether present employment is a pensionable service :
2. Any other Information which the applicant may wish to furnish :

V. REFERENCES (Give two references):

Sl. No.	Name	Designation and Affiliation	Email Id	Contact Number	Mobile
1.					
2.					

VI. FEE DETAILS:

Payment Category	Date of Payment	Bank	DD Number	Amount	Is proof of payment (DD) (Yes/No/NA)

Encl.: Proof of Payment details

Date:

<Signature of the applicant>

Place:

- Note:** - Self-attested Copies of Certificates in proof of age, educational qualification, and Experience uploaded should be sent along with the application.
- The Demand Draft for non-refundable application processing fee has also to be attached alongwith the application.