



# NATIONAL INSTITUTE OF TECHNOLOGY, TIRUCHIRAPPALLI – 620 015

Advt. NO.: NITT/R/RC/DEOTrainee/2024/03/1

Date: 09.04.2024

## **Engagement of Data Entry Operator Trainees**

Applications are invited to recruit Data Entry Operator Trainee posts at the National Institute of Technology, Tiruchirappalli. The posts are purely on a temporary basis and do not confer any right to claim either for subsequent employment or permanent posts in the future. The initial tenure of the contract appointment is six months only. The tenure of the appointment may be extended subject to the satisfactory performance of the candidate and the necessity for continued retention. The applications may be filled out through the portal <https://nittnt.samarth.edu.in/index.php/site/login> , which is mentioned on the Institute website [www.nitt.edu](http://www.nitt.edu). The position will be engaged through an outsourcing agency.

S. No.	Temporary position	Vacancy	Essential educational qualifications and other details
1.	Data Entry Operator Trainees (DEO - Ministerial)	5	<b><u>Educational Qualification:</u></b> <ul style="list-style-type: none"><li>• First-class Bachelor's Degree in any discipline.</li><li>• Knowledge of Typing and Computer applications, viz., MS Office.</li></ul> <b><u>Age Limit:</u></b> 18-30 Years. <b><u>Salary:</u></b> As per the Minimum Wages Act-Skilled
2.	Data Entry Operator Trainees (DEO - Technical)	5	<b><u>Educational Qualification:</u></b> <ul style="list-style-type: none"><li>• B. E. / B. Tech in Computer Science &amp; Engineering / Information Technology / Equivalent with a minimum of 65% marks or 6.5 CGPA from a recognized University / Institute.</li><li>• Knowledge in programming and Full Stack Development (HTML, CSS, JS, LAMP) is necessary.</li></ul> <b><u>Age Limit:</u></b> 18-30 Years. <b><u>Salary:</u></b> As per the Minimum Wages Act-Skilled

**Selection Criteria:** (Written Test, Certificate Verification & Skill test)

## **General Instructions/Information to Candidates:**

1. The applicants should go through all instructions carefully and ensure that the applicant fulfils all eligibility conditions. Their admission to all stages of the recruitment will be purely provisional, subject to satisfying the eligibility conditions.
2. Candidates should carefully fill out all the details required in the application form, including age, Educational Qualification, details of valid Community/ PwD Certificates, etc., as no correspondence regarding change of details will be entertained after the last date for applying. If any of their claims is found to be incorrect, it will lead to rejection of their candidature.
3. The prescribed essential qualifications/experience indicated are the bare minimum, and mere possession of the same will not entitle the candidate to be called for the selection process.
4. The Institute reserves the right to restrict the number of candidates called for the selection process to a reasonable limit based on qualifications, level of relevance of experience higher than the minimum prescribed in the advertisement and other academic achievements. The Institute has the right to decide the mode of screening and test the applicant for shortlisting and selection.
5. The number of vacancies indicated in the notification is tentative. The Institute reserves the right not to fill any or all posts advertised and to reject any or all applications without assigning any reason.
6. Candidates shall have to produce original documents at the time of appearing for the selection process.
7. The qualification prescribed should have been obtained from a recognized University/Institution.
8. No TA/DA shall be paid to the candidates attending the selection process except PwD candidates who are eligible to be paid up as per Institute norms.
9. Any dispute with regard to the selection process will be subject to the court/tribunal having jurisdiction over Tiruchirappalli.
10. Canvassing in any form/bringing in any influence, political or otherwise, will be treated as a disqualification for the post. Interim inquiries 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.
11. The age limit, if any, is as of **25.04.2024** (last date of application submission).
12. The selection process will be held at the National Institute of Technology, Tiruchirappalli – 620 015.
13. The appointment is liable for premature termination with One month's notice.
14. The selected candidate should undertake whatever other task may arise in order to contribute to institutional and department development.
15. Candidates are advised to visit the Institute website, [www.nitt.edu](http://www.nitt.edu) periodically for updates regarding the recruitment process.

## **Key Dates (Tentative):**

<b>S. No.</b>	<b>Details</b>	<b>Date</b>
1	Date of advertisement	<b>09.04.2024</b>
2	Last date for online submission of the application	<b>25.04.2024</b>
3	Date of Written Test/Certificate Verification/Skill Test	<b>It will be updated shortly</b>

**Registrar(i/c)**