

## OFFICE OF THE DEAN (R &amp; C), NIT, TIRUCHI

Applications are invited from eligible candidates for the position of **Project Assistant, Data Entry Operator** for the DST-SEED, GOI project titled “**A Versatile Portable Framework for Economic & Skill Empowerment of Women’s Sustainable Livelihoods through Digital Literacy**” in the Department of Computer Science and Engineering, National Institute of Technology, Tiruchirappalli.

Position & Number	Project Assistant – 1 No. Data Entry Operator- 1 No.
Essential qualification	<b>Project Assistant-</b> B.E/B.Tech in CSE/IT/ECE/EEE or equivalent with preferable M.E/M.Tech in CSE/IT or equivalent. Minimum 60% or 6.5CGPA in UG and PG from a recognized University/ Institute. Age should be less than 35 years. <b>Data Entry Operator-</b> B.E/B.Tech in CSE/IT or equivalent. Minimum 60% or 6.5CGPA in UG from a recognized University/ Institute. Age should be less than 25 years.
Job Description	1. To manage the software related issues and software updation. 2. To verify the daily transactions and customer care services. 3. Involvement in awareness camps 4. The candidates selected as Project Assistant/Data Entry Operator will be permitted to register for PhD/MS programme as per NITT rules and regulations.
Salary	<b>Project Assistant:</b> Rs. 20,000 +16% HRA <b>Data Entry Operator-</b> Rs. 15,000/- (Consolidated)
Duration of Project	5 Months (extension based on Fund availability in project)

- Eligible candidates may send the scanned copy of their duly filled applications (only in the prescribed format given below) along with the relevant supporting documents (Attested copies of degree/ certificate) as a single document and upload in the following google form: <https://forms.gle/8aMmqnqMp1w4Bd9A>
- Preference will be given to the candidate who is having good academic record, research potential, relevant experience. However, the selection of the candidate would be based on their performance in the Written Test and Interview.
- Application should be furnished only in the prescribed format.
- Candidates shall bring along with them the original certificates at the time of interview for verification.
- Please note that no TA/DA is admissible for attending the interview.
- The last date and time of submission of duly filled in application 20/09/2024 in the following google form: <https://forms.gle/8aMmqnqMp1w4Bd9A>
- The Walk-in interview will be held at CSE Meeting Room on 23/09/2024 at 9:30 AM Onwards. The selection committee decision is final. If any applicant is found to canvass in any manner, the candidate selection shall be summarily rejected.

**Dr. M. Brindha (Principal Investigator)**

Associate Professor, Department of Computer Science and Engineering  
National Institute of Technology, Tiruchirappalli – 620015.

**OFFICE OF THE DEAN (R & C), NIT, TIRUCHI**  
**RECRUITMENT OF TEMPORARY PROJECT STAFF --PRESCRIBED**  
**APPLICATION FOR THE POST OF PROJECT ASSISTANT/DATA ENTRY**  
**OPERATOR – SPECIMEN TEMPLATE**

*(Important note: This is specimen template. Project Investigator can modify according to his requirement)*

<p style="text-align: center;">For Office Use only</p> <p>Serial Number allotted to the Applicant                  .....</p> <p style="text-align: center;">Signature of the Application Screening Committee                  Chairman</p>	<p style="text-align: center;">Paste here your                  recent passport                  size colour                  Photograph</p>
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**APPLICATION FOR THE POST OF PROJECT ASSISTANT/DATA ENTRY  
 OPERATOR**

1. Name of the Candidate in full					
2. Nationality					
3. Mother Tongue					
4. Date of Birth	Date	Month	Year		
5. Sex	Male / Female				
6. Marital Status	Married / Single				
7. Category      SC / ST / OBC / General	Please specify				
8. Address for communication with Mobile number and E Mail ID					
9. Project Title					
10. Name of the Post applied for					
11. Advertisement Number with Date					
Academic Career : Enclose photo copies of the qualifying degree certificates and mark sheets/ grade cards showing the percentage of marks or CGPF from HSC onwards					
Name of Exam	School / University	Board/ University	Broad subjects of study	Year of Passing	% of marks / GCPA
S.S.L.C					
H.S.C					
Graduation					

Post-Graduation					
Any other					

Enclose self-attested Xerox copies

12. GATE Score .....Subject  
 .....Year.....

13. NET Score  
 .....Subject.....Year.....  
 .....

14. Work Experience, if any

Organization	Designation	Duration		Nature of Job
		From	To	

14. Previous Research work and publication, if any (enclose copies of published or unpublished work)

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15. Proof of past study as a sponsored candidate, or other contractual obligation, if any:

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16. Reference

Name	Address	Phone & E Mail ID

17. I do not have a relative among Faculty and Staff of the NIT, Tiruchy.

18. Declaration: I do hereby that the information furnished in the application is true to the best of my knowledge and belief. If admitted, I shall abide by the rules and regulations of the Institute and Project associated to it. If any information furnished in this application is found

to be untrue, I am liable to forfeit the seat / appointment allotted to me any time in future and legal action be taken against me.

Date:

Full signature of the Applicant

List of Enclosures: (1)

(2)

(3)

(4)