



राष्ट्रीय प्रौद्योगिकी संस्थान राउरकेला NATIONAL INSTITUTE OF TECHNOLOGY ROURKELA

Rourkela, Distt. – Sundaragada, Odisha - 769008

NITR/ES/2026/L/2704

8th Sept., 2026

SELECTION PROCEDURE AND SYLLABUS FOR DIFFERENT POSTS AGAINST NON-TEACHING RECRUITMENT ADVERTISEMENT NO. NITR/ES/01/2026

LIBRARIAN (PL – 14)

Mode of Selection: *Presentation-cum-Personal Interview.*

The shortlisted candidates shall be required to make a presentation before the Selection Committee. The presentation shall be restricted to a maximum of **05 slides** and should broadly cover the following aspects:

- i) **Professional background and work experience**, including present responsibilities and achievements in the library system.
- ii) **Research contributions**, including publications, projects, or innovations in Library Science/Information Science/Documentation.
- iii) **Professional initiatives**, such as organization of workshops, seminars, training programs, or outreach activities related to library services.
- iv) **Innovations and best practices** introduced for modernization, digitization, automation, and user-oriented library services.
- v) **Vision plan for the development and transformation of the Institute Library** of NIT Rourkela, including strategies for digital resources, research support services, and knowledge management.

The Personal Interview shall be conducted to assess the candidate's overall suitability for the post. The evaluation will broadly consider the candidate's academic qualifications, relevant professional knowledge and experience, communication skills, leadership qualities, temperament, attitude, and other attributes required for effective discharge of duties associated with the position.

Final Merit:

The final merit list shall be prepared based on the performance in the Presentation–cum–Personal Interview as recommended by the Selection Committee.

DEPUTY LIBRARIAN (PL – 12)

Mode of Selection: *Presentation-cum-Personal Interview.*

The shortlisted candidates shall be required to make a presentation before the Selection Committee. The presentation shall be restricted to a maximum of **05 slides** and should broadly cover the following aspects:

- i) **Professional Profile & Experience:** Overview of professional background, including specific experience as an Assistant University Librarian/College Librarian or equivalent.
- ii) **Library Automation & ICT:** Proven track record and evidence of innovative library services, including commitment to the computerization and digital transformation of library systems.

- iii) **Collective Development & Management:** Strategies for managing print and e-resources, subscription models (consortia), and maintaining a consistently high standard of academic records/documentation.
- iv) **Research Support Services:** Contribution towards enhancing research visibility, such as managing institutional repositories, bibliometrics, and plagiarism detection services.
- v) **Vision for NIT Rourkela Library:** A strategic plan for assisting the Librarian in modernizing the library ecosystem, improving user-oriented services, and implementing emerging technologies (e.g., AI in libraries, RFID etc.).

The Personal Interview shall be conducted to assess the candidate's overall suitability for the post. The evaluation will broadly consider the candidate's academic qualifications, relevant professional knowledge and experience, communication skills, leadership qualities, temperament, attitude, and other attributes required for effective discharge of duties associated with the position.

Final Merit:

The final merit list shall be prepared based on the performance in the Presentation–cum–Personal Interview as recommended by the Selection Committee.

ASSISTANT LIBRARIAN (PL – 10)

Mode of Selection: *Written Test & Personal Interview.*

Written Test (150 marks)

The written Test will be of 150 marks and will have a duration of 3 hours. This will comprise Section–I (Objective) and Section–II (Descriptive) with a weightage of 75 marks each. The medium of Language will be English only.

Section–I

There shall be 75 Objective Type Multiple Choice Questions (MCQs) of 01 mark each and consisting of:

- i) General Aptitude, such as Arithmetic, Reasoning, English and General Awareness **(30 questions)**.
- ii) National Education Policy – 2020, NITSER Act & Statute and Professional knowledge of Library and Information Science, including library classification and cataloging, library management and organization, collection development, library automation and digitization, digital libraries and institutional repositories, electronic resource management, information retrieval systems, user and research support services, scholarly communication, copyright and plagiarism issues, and modern management of academic and technical library services **(45 questions)**.

There shall be penalty of 0.25 marks for each incorrect answer. Each correct answer will carry a 01 mark. Un-attempted questions will be awarded zero marks.

The Section–II answer sheet will be evaluated only if a candidate secures 30% marks in Section–I.

Section–II (Descriptive Type)

This section will consist of descriptive and case-study-based questions to assess analytical ability, professional knowledge, drafting skills, and understanding of library administration in NITs/CFTIs/Universities. The questions may cover:

- Case studies on library management and decision-making in technical institutions,
 - Library classification, cataloguing, organization, and management,
 - Collection development and management of print/e-resources as per GFR norms,
 - Library automation, digitization, digital libraries, and institutional repositories,
 - Information retrieval systems, bibliographic databases, and user services including information literacy,
 - Research support services, bibliometric, scholarly communication, and NIRF-related aspects,
 - Copyright, plagiarism, and compliance with UGC/MoE regulations
- Modernization and effective management of library services aligned with NEP 2020

The candidates securing less than 30% in the Written Test (combined scores of both sections) shall be disqualified.

The number of candidates qualifying in the written test for personal interview will be in the ratio of 1:7 on merit. That is, for every 1 post, 7 candidates will be called for the personal interview on merit, i.e., seven times the number of vacancies.

Personal Interview (50 Marks)

The Personal Interview shall be conducted to assess the candidate's overall suitability for the post. The evaluation will broadly consider the candidate's academic qualifications, relevant professional knowledge and experience, communication skills, leadership qualities, temperament, attitude, and other attributes required for effective discharge of duties associated with the position.

Final Merit:

The final merit list will be prepared based on the Written Test (combined scores of both Sections) and Personal Interview. The weightage is 60% (Written Test) and 40% (Personal Interview).

SENIOR SCIENTIFIC OFFICER (PL – 12)

Mode of Selection: *Professional Proficiency Test and Presentation-cum-Personal Interview.*

Professional Proficiency Test (60 marks)

In this test, candidates will be given a real-world problem related to software applications or institutional information systems. They will be required to write the formulation of the problem by defining appropriate design criteria, develop a logical, stepwise solution algorithmically, outline the proposed system architecture or workflow, and outline methods for software testing.

The evaluation will focus on the candidate's problem-solving ability, logical reasoning, clarity of algorithmic thinking, and overall understanding of software development and testing practices.

Presentation-cum-Personal Interview (40 marks)

The candidates shall be required to make a presentation followed by a Personal Interview before the Selection Committee. The presentation shall be restricted to a maximum of **05 slides** and should broadly cover the following aspects:

- i) Work experience and present work profile.
- ii) Areas of specialization and technical expertise.
- iii) Major software/system development projects handled.
- iv) Innovative ideas for strengthening the IT and software ecosystem of an educational Institute.

The Personal Interview shall be conducted to assess the candidate's overall suitability for the post. The evaluation will broadly consider the candidate's academic qualifications, relevant professional knowledge and experience, communication skills, leadership qualities, temperament, attitude, and other attributes required for effective discharge of duties associated with the position.

Final Merit:

The final merit list will be prepared based on the performance in the Professional Proficiency Test and Presentation-cum-Personal Interview.

SCIENTIFIC OFFICER (PL – 10)

Mode of Selection: *Professional Proficiency Test and Personal Interview.*

Professional Proficiency Test (150 marks)

The Professional Proficiency Test will consist of two components: a **Paper-and-Pen Test** and a **Practical Test**, each carrying **75 marks**. The assessment is designed to evaluate the candidate's technical expertise in system administration, application deployment, firewall configuration, network security, analytical capability, and hands-on skills in managing IT infrastructure. The medium of Language will be English only.

Paper-and-Pen Test:

In this section, candidates will be presented with a real-world IT infrastructure scenario in an institutional environment. They will be required to provide a structured, step-by-step solution for designing and implementing the required network architecture, server environment, and application deployment framework. The response should clearly demonstrate logical planning, system architecture design, network segmentation, firewall configuration strategy, access control mechanisms, and secure application hosting. Candidates are expected to outline methods for ensuring network security, stable access to institutional applications, efficient resource allocation, and scalable infrastructure management.

Practical Test:

In the practical component, candidates must demonstrate their ability to configure, deploy, and manage server and network components in a secure operational environment. This may include tasks such as server setup, application hosting, firewall rule configuration, user authentication

mechanisms, and network security hardening. Candidates will also be required to propose and implement testing and validation procedures for the configured infrastructure, including verification of secure access controls, firewall effectiveness, stable network connectivity and vulnerability assessment to ensure reliable and secure access to hosted applications and services.

The number of candidates qualifying in the Professional Proficiency Test for Personal Interview will be in the ratio of 1:7 on merit. That is, for every 1 post, 7 candidates will be called for the Personal Interview on merit, i.e., seven times the number of vacancies.

The candidates securing less than 30% in the Professional Proficiency Test shall be disqualified.

Personal Interview (50 Marks)

The Personal Interview shall be conducted to assess the candidate's overall suitability for the post. The evaluation will broadly consider the candidate's academic qualifications, relevant professional knowledge and experience, communication skills, leadership qualities, temperament, attitude, and other attributes required for effective discharge of duties associated with the position.

Final Merit:

The final merit list will be prepared based on the Professional Proficiency Test and Personal Interview. The weightage is 60% (Professional Proficiency Test) and 40% (Personal Interview).

ASSISTANT REGISTRAR (PL – 10)

Mode of Selection: *Written Test & Personal Interview.*

Written Test (150 marks)

The written Test will be of 150 marks and will have a duration of 3 hours. This will comprise Section-I (Objective) and Section-II (Descriptive) with a weightage of 75 marks each. The medium of Language will be English only.

Section-I

There shall be 75 Objective Type Multiple Choice Questions (MCQs) of 01 mark each and consisting of:

- iii) General Aptitude, such as Arithmetic, Reasoning, English, and General Awareness **(30 questions)**
- iv) Professional knowledge of general administration, including academic-related matters, establishment matters, accounts, financial administration, purchase procedure, GFR, RTI, Income Tax, GST and broad administrative structure of the NIT system, NITSER Act and statute, etc. **(45 questions)**

There shall be penalty of 0.25 marks for each incorrect answer. Each correct answer will carry a 01 mark. Un-attempted questions will be awarded zero marks.

The Section-II answer sheet will be evaluated only if a candidate secures 30% marks in Section-I.

Section–II (Descriptive Type)

This section will consist of descriptive and case-study-based questions designed to assess the candidate's analytical ability, drafting skills and understanding of administrative procedures. The questions may cover:

- Noting and drafting of official correspondence, office memoranda, and notifications,
- Case studies relating to administrative decision-making,
- General administration, including academic administration, establishment matters, financial administration, accounts, purchase procedures, GFR, RTI, Income Tax and National Education Policy - 2020 provisions,
- Administrative framework of the NIT system, including relevant provisions of the NITSER Act and Statutes.

The candidates securing less than 30% in the Written Test (combined scores of both sections) shall be disqualified.

The number of candidates qualifying in the written test for personal interview will be in the ratio of 1:7 on merit. That is, for every 1 post, 7 candidates will be called for the personal interview on merit, i.e., seven times the number of vacancies.

Personal Interview (50 Marks)

The Personal Interview shall be conducted to assess the candidate's overall suitability for the post. The evaluation will broadly consider the candidate's academic qualifications, relevant professional knowledge and experience, communication skills, leadership qualities, temperament, attitude, and other attributes required for effective discharge of duties associated with the position.

Final Merit:

The final merit list will be prepared based on the Written Test (combined scores of both Sections) and Personal Interview. The weightage is 60% (Written Test) and 40% (Personal Interview).

MEDICAL OFFICER (PL – 10)

Mode of Selection: *Written Test & Personal Interview.*

Written Test (150 marks)

The written examination will consist of 150 Objective Type Multiple Choice Questions (MCQs) of 01 mark each. The questions will primarily be based on the MBBS curriculum and practical medical knowledge expected from a Medical Officer. The indicative areas may include General Medicine, Preventive and Social Medicine/Community Health, Surgery, Obstetrics & Gynaecology, Paediatrics, Emergency Medicine, Medical Ethics, Hospital Administration, and general awareness of healthcare services.

The duration of the written test will be of Two and Half hours. The medium of Language will be English only. There shall be penalty of 0.25 marks for each incorrect answer. Each correct answer will carry a 01 mark. Un-attempted questions will be awarded zero marks.

The candidates securing less than 30% in the Written Test shall be disqualified.

The number of candidates qualifying in the written test for personal interview will be in the ratio of 1:7 on merit. That is, for every 1 post, 7 candidates will be called for the personal interview on merit, i.e., seven times the number of vacancies.

Personal Interview (50 Marks)

The Personal Interview shall be conducted to assess the candidate's overall suitability for the post. The evaluation will broadly consider the candidate's academic qualifications, relevant professional knowledge and experience, communication skills, leadership qualities, temperament, attitude, and other attributes required for effective discharge of duties associated with the position.

Final Merit:

The final merit list will be prepared based on the Written Test and Personal Interview. The weightage is 60% (Written Test) and 40% (Personal Interview).

CRITERIA FOR RELATIVE RANKING OF CANDIDATES WHO SCORE THE SAME TOTAL MARKS

Where two or more candidates score the same total marks in the merit list, the relative ranking of such candidates will be decided as follows:

- i) Candidates scoring higher marks in the Written Test/Professional Proficiency Test will be ranked senior in relation to those scoring lower marks in the Written Test/Professional Proficiency Test;
- ii) If the marks at (i) above are equal, the candidate with an earlier date of birth will be ranked senior to those with a later date of birth;
- iii) In cases where a tie persists even after applying the above Tie Breaking Principles, it will be resolved at the discretion of the Institute.

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REGISTRAR