

Advertisement for Non-Teaching position through Outsourcing Agency

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| 1. | Name of Post: | <ul style="list-style-type: none">• Server Administrator |
| 2. | No. of Post: | <ul style="list-style-type: none">• 01 |
| 3. | Essential Educational Qualifications required | <ul style="list-style-type: none">• B.Tech./B.E. in Computer Science, Information Technology, or a related discipline with 5 years of relevant experience<li style="text-align: center;">OR• M.Tech./M.E. in Computer Science, Information Technology, or a related discipline with 3 years of relevant experience<li style="text-align: center;">OR• MCA with 5 years of relevant experience <p style="text-align: center;">(Relevant experience means in the area of server administration and its related areas)</p> |
| 4. | Desirable Qualifications required if any | <ul style="list-style-type: none">• RHCSA (Red Hat Certified System Administrator) or equivalent certification in Linux system administration.• MCSE (Microsoft Certified Solutions Expert) or relevant Windows Server certification. |
| 5. | Minimum Experience (Please mention Field/ specialization and number of Years) | <ul style="list-style-type: none">• Hands-on experience in server administration, including server setup, configuration, maintenance, and troubleshooting of Windows and Linux servers in a production environment.• Experience with user management, security settings, and system hardening.• Proficiency in managing virtualized environments (VMware, XCP-ng/XOA, KVM, Hyper-V).• Experience in taking backups and restorations and planning for disaster recovery.• Good understanding of firewall, network protocols, and enterprise security best practices. |
| 6. | Desirable Experience, if any | <ul style="list-style-type: none">• Experience with the administration of HPC Servers, Familiarity with Data Centre Activities |
| 7. | Minimum and maximum Age prescribed | <ul style="list-style-type: none">• Maximum age:40 years |
| 8. | Monthly Salary Suggested (in INR) | <ul style="list-style-type: none">• Up to ₹80,000 per month (exact amount to be decided based on qualifications and experience) |

9. Job Requirements / Description
 - 1. Server Administration**
 - Installation, configuration, and maintenance of Windows and Linux-based servers.
 - Configuration and management of open-source server monitoring tools and software such as LDAP, AD, DNS, DHCP, CloudPanel, Virtualmin, Web Server, Database Server, RADIUS, VoIP Server (FreePBX), IPAM, etc.
 - Troubleshooting and resolving issues related to ERP hosting, web applications, and database performance tuning in coordination with web developers.
 - Configure and maintain LDAP, or Active Directory for centralized user authentication and access control.
 - Security management — monitoring enterprise security, configuring servers for compliance with institutional and cybersecurity policies.
 - 2. Virtualization & Physical Infrastructure**
 - Installation and management of virtualization platforms and virtualized servers.
 - Physical server setup, including RAID configuration and optimization for performance and redundancy.
 - 3. Backup & Disaster Recovery**
 - Define and oversee the institute's backup and disaster recovery mechanism, ensuring alignment with data protection policies and institutional priorities.
 - Implement backup mechanisms with regular validation of data integrity, perform backup audits, restoration drills, and offsite replication to ensure disaster recovery and business continuity.
 - 4. System Monitoring & Automation**
 - Monitor system health and performance using monitoring tools to ensure high uptime and quick issue resolution.
 - Implement scripting and automation (e.g., Bash, Python, Ansible) to streamline repetitive administrative tasks and optimize system performance.
10. Period of Engagement
 - Initially for 1 year, extendable based on performance
11. Any other information
 - Shortlisted candidates will be invited for an interview and technical skill test to assess their expertise in system administration.
 - Age, Education, Experience and other eligibility criteria can be relaxed, in case, if the candidate is found to be exceptionally good.
12. Last date of advertisement: **February 13, 2026**

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Name of Post: Staff Nurse

No. of Post: 01

Essential Qualification: B.Sc. Nursing/ Diploma in Nursing and Midwifery

Desirable Qualification: Basic Computer skills (MS Office, HIMS, etc.)

Minimum Experience: 2 years of experience after B.Sc. Nursing and 5 years of experience after a diploma in nursing and Midwifery in a reputed hospital/ Institute.

Desirable Experience: Experience in the emergency room or medicine / surgical ward care will be preferred.

The candidate should have registration from the State Nursing Council.

Age: The applicant must be at least 21 years old and must not have completed 45 years of age on the last date for applying, as specified in the advertisement.

Salary: Between Rs. 25,000/- to Rs. 35,000/- (Consolidated) Per Month.

Job Requirements:

A. Patient Care

- Provide direct patient care (vital signs, hygiene, mobility, etc.)
- Administer medications and injections as per the treating doctor's orders
- Monitor patient condition and report changes to doctors
- Assist in procedures and treatments
- Maintain infection control practices

B. Clinical Duties

- Maintain nursing notes and patient files accurately
- Knowledge to operate essential medical equipment
- Manage IV lines, catheterisation, wound dressing, etc.

C. Administrative & Support Duties

- Maintain patient care, safety
- Maintain ward cleanliness.
- Be familiar with all relevant procedures/protocols of the Health Centre.
- Assist doctors and assistant nursing superintendent in developing, maintaining, and augmenting patient and Health Care facilities at the Institute Health Centre.
- Maintain confidentiality, medical ethics, and standard operating procedures of treatment and cases with absolute integrity.
- Duties as assigned by the Institute from time to time.

Last date of application: February 11, 2026

Advertisement for Non-Teaching Position through Outsourcing Agency

Name of the post: Junior Lab Assistant

No. of Post: 01

Essential:

- **Qualification:** Bachelor's degree (B.Sc.) in Physics from a recognized Institute. Good communication and management skills. Proficiency in computer operations.
- **Experience:** 03 years of relevant experience in physics teaching labs or a related field in an Educational / Research Institute.

Desirable:

- **Qualification:** Post-graduation degree (M.Sc.) in Physics from a recognized Institute, awarded not earlier than two years prior to the date of application.

Age: Maximum 28 years from the last date of advertisement.

Consolidated Salary: ₹27,102/- (consolidated) per month.

Job Requirements:

- Assisting in the conduction of teaching labs in B.Tech Engineering Physics course.
- Checking the operation of lab equipment and troubleshooting while the lab is in operation.
- Preparation and management of timetable for TA engagements in the lab.
- Assisting for conduction of end semester practical examination.
- Performing technical duties related to the laboratory activities, including departmental outreach activities related to school students and other visitors to the campus.
- Ensuring that all equipment is kept maintained and serviceable etc.
- Any other details as mentioned by the Institute.

Last date of application: February 13, 2026