

OFFICE OF THE DEAN (R & 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.

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| Position & Number | Project Assistant – 1 No. Data Entry Operator- 1 No. |
| Essential qualification | Project Assistant- 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. Data Entry Operator- 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 candidate selected as Project Assistant will be permitted to register for PhD programme as per NITT rules and regulations. |
| Salary | Project Assistant: Rs. 20,000 +16% HRA Data Entry Operator- 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/8aMmqunqMp1w4Bd9A>
- 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/8aMmqunqMp1w4Bd9A>
- 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)

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| <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**

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|--|---------------------|-------------------|-------------------------|-----------------|-------------------|
| 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 | | | | | |

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|-----------------|--|--|--|--|--|
| Post-Graduation | | | | | |
| Any other | | | | | |

Enclose self-attested Xerox copies

12. GATE ScoreSubject
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)

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

16. Reference

| Name | Address | Phone & E Mail ID |
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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)