

Recruitment of various contractual positions at NID Bengaluru Campus

The Institute invites online applications from the eligible candidates for the below **contractual positions** for **NID Bengaluru Campus**, on purely temporary basis initially for a period of 11 months.

- 1) Senior Assistant**
- 2) Technical Assistant (Electrical)**
- 3) Laser and 3D Printing Lab Technician**
- 4) IT Lab Assistant**

Those who are interested may send their biodata on **email ID: bengaluru_campus@nid.edu** on or before **28th October 2025**.

For details on the post, eligible criteria, job description, etc., please refer to the document below.

Any modification, addendum, etc. will be posted on the above referred website only.

The above positions are strictly contractual and are for an initial period of 11 months. Upon completion, the contract will automatically terminate unless renewed. Extensions renewals may be granted for up to 3 years, subject to performance review. Please note that this contractual engagement does not confer any right to claim a permanent or continued contractual position with the institute.

ELIGIBILITY CRITERIA FOR THE POSITION OF “SENIOR ASSISTANT ”

Salary : Consolidated/fixed pay commensurate with qualifications and experience

Number of posts : 01 (one)

Age limit : Not exceeding **40 years** as on the last date of submission of online application.

Eligibility Criteria:

i) **Education :**

Any Postgraduate degree from a recognised Institution

ii) **Experience: 2 to 5** years of experience in academic or administrative matters in any educational institute or any other organisation of repute with relevant experience and strong English communication abilities

Desirable:

- Proficiency in English Language in terms of Drafting, Noting and other Office Correspondence. Knowledge of Hindi.
- Working Knowledge of Computer

Job Description (includes):

- Assisting in academic-related tasks, including admission, GP Juries, semester juries, credit, and evaluation
- Assisting Deputy Registrar, ARC, etc
- Assisting in Administrative work
- Any additional duties as assigned by the dean and deputy registrar

ELIGIBILITY CRITERIA FOR THE POSITION OF “TECHNICAL ASSISTANT (ELECTRICAL)”

Salary : Consolidated/fixed pay commensurate with qualifications and experience

Number of posts : 01 (one)

Age limit : Not exceeding **35 years** as on the last date of submission of online application.

Eligibility Criteria:

Education :

- Diploma in Electrical Engineering of at least 02-years duration or higher qualification from a recognised Institution

Mandatory Technical Skill :

- Wireman License

Desirable:

- 3-5 years of experience in the relevant field
- Knowledge of Plumbing activities

Job Description (includes) :

- Taking care of all electrical maintenance and day-to-day management of all related tasks of the NID Bengaluru Campus
- Any other tasks and responsibilities as may be assigned by the Assistant Engineer/ Maintenance department/ Deputy Registrar/ Dean, Bengaluru Campus

ELIGIBILITY CRITERIA FOR THE POSITION OF “LASER AND 3D PRINTING LAB TECHNICIAN”

Salary : Consolidated/fixed pay commensurate with qualifications and experience

Number of posts : 01 (one)

Age limit : Not exceeding **35 years** as on the last date of submission of online application.

Eligibility Criteria:

Education :

- ITI/ Diploma/ National Trade Certificate of at least 02-years course duration in Electronics/ Computer Science/ Information Technology/ Mechanical Engineering/ Mechatronics or above from a recognised Institution

Desirable :

- 2-5 years of experience in the relevant field.

Mandatory Technical Skill :

- **3D printing technology:** In-depth knowledge of different additive manufacturing processes, such as Fused Deposition Modelling (FDM), Stereolithography (SLA), and Selective Laser Sintering (SLS).
- **CAD software:** Proficiency in Computer-Aided Design (CAD) software, such as AutoCAD or SolidWorks, for designing or modifying 3D models.
- **Laser operation:** Knowledge of laser operation principles, laser safety standards, and experience with different types of lasers, depending on the application.

Job Description (includes):

- **Assisting faculty and students** in various projects
- Any other tasks and responsibilities as may be assigned by the Institute/ Deputy Registrar/ Dean, Bengaluru Campus.

ELIGIBILITY CRITERIA FOR THE POSITION OF “IT LAB ASSISTANT”

Salary : Consolidated/fixed pay commensurate with qualifications and experience

Number of posts : 01 (one)

Age limit : Not exceeding **35 years** as on the last date of submission of online application.

Eligibility Criteria:

Education

- Diploma of at least 02-years course duration or B.Sc./ B.E./ B.Tech in Electronics / Computer Science/Information Technology or equivalent from a recognised Institution

Desirable:

- 1-3 years of experience in the relevant field.

Job Description (includes) :

- Install, configure, and maintain computer systems, software applications, and user accounts.
Escalate complex issues to senior IT staff when necessary and document all support
- Serve as the first point of contact for users experiencing technical issues with hardware, software, and network services.
Troubleshoot and resolve problems related to computers, laptop devices, peripherals, and software applications.
- Install, configure, and maintain computer systems, software applications, and user accounts.
- Escalate complex issues to senior IT staff when necessary and document all support requests and resolutions in a ticketing system.
Maintaining an accurate inventory of IT assets like laptops and software licenses is required.
- Installing and managing cybersecurity tools like anti-virus software is important for protecting data.
- Tasks include managing user accounts and monitoring network infrastructure.
This involves setting up new users, resetting passwords, controlling access permissions, assisting with system updates, and implementing security protocols.

GENERAL INSTRUCTIONS FOR ALL THE CANDIDATES

1. The Institute reserves the right to relax age limit in exceptional cases having higher and relevant experiences, or in the case of persons already holding analogous positions in an Institution of National Importance/ Centrally funded Institution / University / Research Institution.
2. The Institute also reserves the right to reject any or all the applications without assigning any reasons thereof.
3. The Institute reserves the right to empanel/ waitlist candidate(s) for future vacancies.
4. Certificates etc. in support of educational qualifications should have been awarded by a recognized University / Institute.
5. NID will retain data of applications received from non-shortlisted candidates only for a period of six months after completion of recruitment process i.e. the issuance of offer letter to the selected candidate. Thereafter, No RTI on the subject shall be entertained.
6. Mere eligibility will not entitle any candidate for being called for interview. The decision of the Institute in all matters will be final. No correspondence will be entertained from the candidates in connection with the process of selection / interview. Canvassing in any manner would entail disqualification of the candidature.
7. If the number of applicants for a particular post is large, the Institute reserves the right to call only the requisite number of candidates for selection process after screening and shortlisting in consideration of candidates' qualification, suitability, relevant experience, etc.
8. The institute also reserves a right to conduct elimination tests in case of large numbers of applications. Decision of the Comptent Authority of the institute will be final in such cases.
9. Institute strives to have a workforce which reflects gender balance. Women candidates are encouraged to apply.
10. Incomplete applications or applications received after the last date are liable to be rejected.
11. Please note that NID will not provide any TA/DA, Boarding/ Lodging facility for appearing in Interview/ Written test. Candidates will have to make their own arrangement for attending interview/ test etc

12. Wrong declarations/submissions of false information or any other action contrary to law shall lead to cancellation of the candidature at any stage.
13. The institute shall conduct Interview/ Tests, as required. Decision of the Comptent Authority of the institute will be final in such cases.
14. The age will be calculated on the closing date for receipt of applications.
15. For any legal dispute, Ahmedabad courts of law will be the jurisdiction.

NO INTERIM ENQUIRIES ABOUT THE RECRUITMENT WILL BE ENTERTAINED.

For any other details please contact through - Phone: 079-26629500, **Email:** **recruitment@nid.edu** during office hours. NID is open from Monday to Friday (excluding public holidays) between 10:00 a.m. and 05:00 p.m.