



IITPKD/R/NF/01/2024/01

22 February 2024

Recruitment for the post of Registrar vide Advt. No.: IITPKD/R/NF/01/2024 dated 1 Jan, 2024.

A total of 38 applications were received for the post of Registrar notified vide Advt. No.: IITPKD/R/NF/01/2024 dated 1 Jan, 2024.

The eligibility criteria and marking scheme adopted for shortlisting are detailed below:

Eligibility Criteria (as per advertisement):

Essential Qualification: Master's degree with at least 55% marks or an equivalent grade in a point scale and;

Experience: At Least 15 years' experience as Assistant Professor in Pay Matrix Academic Level 11 (or equivalent VI CPC Scale) and above or 8 years of service in the Pay Matrix Academic Level 12 (or equivalent VI CPC Scale) and above including as Associate Professor along with experience in educational administration; or 15 years of administrative experience, of which 8 years as Deputy Registrar in Pay Matrix Level 12 or equivalent post in Government/ Government Research Establishments/ Universities/ Statutory Organizations/ Government Organizations of high repute.

Marking Criteria:

Considering the job requirement and the functions of the post (Registrar) and to invite only a reasonable number of candidates for presentation/interview, the Institute has decided to adopt the marking criteria given below in addition to the age, educational qualifications and relevant experience advertised for the post. **Candidates who have appeared in the interview during the last selection process in Jan 2023 have not been considered for shortlisting.**

Education (30)	PG Degree	55% to less than 65%	10	30
		65% to less than 75%	20	
		75% & above	30	
Experience (70)	(a) Relevant admin experience at level 12 or above in CFTIs/Central Universities/Insti. of National Importance (4 marks for each completed year; 1 mark for each completed quarter in case of incomplete years) with a max. of 40 marks.		40	70

	(b) Non-Admin. Exp. at level 10 or above in CFTIs/Central Universities/ Insti. of National Importance / Government / Statutory Organizations of high repute (2 marks for each completed year; Max. of 10)	10	
	(c) Other relevant admin experience at Level 10 or above in CFTIs/Central Universities/Insti. of National Importance / Government / Statutory Organizations of high repute not considered in (a) above (2 marks for each completed year; Max. of 20)	20	
Total			100

Candidates satisfying the eligibility criteria (age and minimum relevant experience advertised) **AND** who have scored at least **50 marks (out of 100)** have been shortlisted for the interview. A total of 33 candidates were found either to be ineligible or scored less than 50 marks and were therefore not shortlisted. The list of shortlisted candidates are given below.

Sl. No.	Application No.
1	24101-3180-5014
2	24101-3180-4993
3	24101-3180-4751
4	24101-3180-4704
5	24101-3180-4673

Representation on the Shortlisting for the Post of Registrar

Candidates who find any discrepancy may submit their representation with **adequate details and proof**, by sending an email with the subject line “**Representation on the Shortlisting for the Post of Registrar**” to **registrar@iitpkd.ac.in** latest by **1900 hours on 25-02-2023**. Any representations received after the said date and time shall not be entertained under any circumstances.

The final selection of candidates will be based on performance of the candidates in the presentation / interview which is **tentatively scheduled in the first week of March 2024**. Further details shall be shared with the shortlisted candidates over email.

-Sd-
Registrar(i/c)