मालवीय राष्ट्रीय प्रौद्योगिकी संस्थान
MALAVIYA NATIONAL INSTITUTE OF TECHNOLOGY
जयपुर, JAIPUR -302017, राजस्थान, RAJASTHAN

_____

Annexure - A

Dated:21/11/2023

RECRUITMENT FOR FILLING UP VARIOUS NON-TEACHING POSITIONS
[Advertisement No.– AES/MNIT/ESTT/2023/01 Dated 22.03.2023]

NOTICE

In continuation of the previous notification published on the institute's website, this notice is being issued to provide further information to shortlisted candidates for the stage-II examination.

Reporting Date and Time for Document Verification	**: 27/11/2023 & 08:30 AM**
Reporting Date and Time for Stage-II examination	**: 27/11/2023 & 11: 30 AM onwards**
Venue:	**: Computer Centre, Prabha Bhawan, MNIT Jaipur**

Furthermore, on the day of stage-II test for the posts of Superintendent, Senior Assistant, Junior Assistant, Office/Lab Attendant, and Technician at the Institute, shortlisted candidates (refer to the notice issued on 18/11/2023) must bring the admit card issued by the National Testing Agency (for stage-I examination).

1. Selection Process for the post of SUPERINTENDENT:

Selection Process for the post of Superintendent will consist of two stages as detailed below: -

Stage-I (Maximum Marks = 100)	Common Written Examination conducted by National Testing Agency (NTA) i.e. CRENIT-2023. The syllabus & scheme of examination were published on the Recruitment Portal of NTA and Institute website (Refer: https://crenit.samarth.ac.in) The candidates scoring 60% and above has been shortlisted for Stage-II.

Stage-II (Maximum Marks = 30)	Trade Test/ Computer Test/ Skill Test/ Other Test: Syllabus: i) Noting and drafting etc. ii) Knowledge of Computer applications viz. Word processing, Spread Sheet etc. iii) Office Procedure etc. Note: The candidates need to score atleast 30% (i.e. 9 Marks out of 30 Marks) and above to qualify in Stage-II examination.
Final Merit	Final merit list will be prepared (out of 200 Marks) as follows: - Total score of the candidate=Stage- I ((NTA score of the candidate/100) * 170) + Stage-II (candidate score out of 30 marks)

2. Selection Process for the post of Senior Assistant:

Selection Process for the post of Senior Assistant will consist of two stages as detailed below: -

Stage-I (Maximum Marks = 100)	Common Written Examination conducted by National Testing Agency (NTA) i.e. CRENIT-2023. The syllabus & scheme of examination were published on the Recruitment Portal of NTA and Institute website(Refer: https://crenit.samarth.ac.in) The candidates scoring 60% and above has been shortlisted for Stage-II
Stage-II (Maximum Marks = 30)	Trade Test/ Computer Test/ Skill Test/ Other Test: The minimum typing speed shall be at least 35 words per minute, which will be tested on a computer (PC) and proficiency in Computer Word Processing and Spread sheet, Proficiency in other computer skills etc. Note: The candidates need to score atleast 30% (i.e. 9 Marks out of 30 Marks) and above to qualify in Stage-II examination.

Final Merit	Final merit list will be prepared (out of 200 Marks) as follows: - Total score of the candidate=Stage- I ((NTA score of the candidate/100) * 170) + Stage-II (candidate score out of 30 marks)

3. Selection Process for the post of Junior Assistant:

Selection Process for the post of Junior Assistant will consist of two stages as detailed below: -

Stage-I (Maximum Marks = 100)	Common Written Examination conducted by National Testing Agency (NTA) i.e. CRENIT-2023. The syllabus & scheme of examination were published on the Recruitment Portal of NTA and Institute website(Refer: https://crenit.samarth.ac.in) The candidates scoring 60% and above has been shortlisted for Stage-II
Stage-II (Maximum Marks = 30)	Trade Test/ Computer Test/ Skill Test/ Other Test: The minimum typing speed shall be at least 35 words per minute, which will be tested on a computer (PC) and proficiency in Computer Word Processing and Spread sheet, Proficiency in other computer applications etc. Note: The candidates need to score atleast 30% (i.e. 9 Marks out of 30 Marks) and above to qualify in Stage-II examination.
Final Merit	Final merit list will be prepared (out of 200 Marks) as follows: - Total score of the candidate=Stage- I ((NTA score of the candidate/100) * 170) + Stage-II (candidate score out of 30 marks)

4. Selection Process for the post of Office/Lab Attendant:

Selection Process for the post of Office/Lab Attendant will consist of two stages as detailed below: -

Stage-I (Maximum Marks = 100)	Common Written Examination conducted by National Testing Agency (NTA) i.e. CRENIT-2023. The syllabus & scheme of examination were published on the Recruitment Portal of NTA and Institute website(Refer: https://crenit.samarth.ac.in) The candidates scoring 60% and above has been shortlisted for Stage-II
Stage-II (Maximum Marks = 30)	Trade Test/ Computer Test/ Skill Test/ Other Test: Suitable test related to Office/Lab Attendant. Note: The candidates need to score atleast 30% (i.e. 9 Marks out of 30 Marks) and above to qualify in Stage-II examination.
Final Merit	Final merit list will be prepared (out of 200 Marks) as follows: - Total score of the candidate=Stage- I ((NTA score of the candidate/100) * 170) + Stage-II (candidate score out of 30 marks)

5. Selection Process for the post of Technician:

Selection Process for the post of Technician will consist of two stages as detailed below: -

Stage-I (Maximum Marks = 130)	Common Written Examination conducted by National Testing Agency (NTA) i.e. CRENIT-2023. The syllabus & scheme of examination were published on the Recruitment Portal of NTA and Institute website(Refer: https://crenit.samarth.ac.in) The candidates scoring 60% and above has been shortlisted for Stage-II

Stage-II (Maximum Marks = 30)	Trade Test/ Computer Test/ Skill Test/ Other Test: Knowledge pertaining to the subject would be assessed through a test conducted by the concerned department. The test shall be conducted to elicit the candidate's ability to handle various laboratory/scientific experiments in a typical laboratory setup of the concerned department (this may include a written explanation of experiments). This test is aimed to check communication skills on the subject along with the practical knowledge of the candidate in terms of various Do's and Don'ts in a laboratory related to procedures such as hazards, precautions etc. Note: The candidates need to score atleast 30% (i.e. 9 Marks out of 30 Marks) and above to qualify in Stage-II examination.
Final Merit	Final merit list will be prepared (out of 200 Marks) as follows: - Total score of the candidate=Stage- I ((NTA score of the candidate/100) * 170) + Stage-II (candidate score out of 30 marks)

Note: -

All shortlisted applicants are advised to visit the institute website regularly for all latest updates.

-Sd-
Registrar(I/c)
MNIT Jaipur