Government of India  
Department of Telecommunications  
National Telecommunications Institute for Policy Research, Innovation & Training  
AL/TTC Campus, Govt. of India Enclave, Ghaziabad-201002 (UP)  

-NOTIFICATION-

No.: 2-15/2015-NTI.Esst/3  
Dated: 23.01.2019

Sub.: -Vacancy circular to fill up Assistant Director (AD) and Junior Telecom Officer (JTO) Posts in National Telecommunications Institute for Policy Research, Innovation & Training on deputation basis.

It is proposed to fill up the vacant posts in Assistant Director (AD) and Junior Telecom Officer (JTO) cadre on deputation basis, from among the staff working in Central, States Governments / PSUs/Autonomous bodies as per the details given below:

<table>
<thead>
<tr>
<th>Name of the Cadre</th>
<th>Scale of Pay (as per 6th Pay Commission)</th>
<th>Grade Pay</th>
<th>Level as per 7th CPC</th>
<th>No. of Posts likely to be filed</th>
<th>Likely Place of posting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assistant Director</td>
<td>PB-2 Rs. 9300-34800</td>
<td>Rs. 4800</td>
<td>Level 8</td>
<td>4</td>
<td>Ghaziabad</td>
</tr>
<tr>
<td>Junior Telecom Officer</td>
<td>PB-2 Rs. 9300-34800</td>
<td>Rs. 4600</td>
<td>Level 7</td>
<td>4</td>
<td>Ghaziabad</td>
</tr>
</tbody>
</table>

2. The above vacancies are provisional and may vary as per the actual requirements at the time of finalisation of the selection.

3. The eligibility condition applicable for the above posts are given in Annexure-I. Nature of work is given in Annexure-II.

4. The period of deputation initially will be for 3 (three) years and can be extended, if required in the exigencies of public service.

5. The term and conditions of the deputation as stipulated in DOP&T OM No. AB. 14017/71/89-Estt.RR dated 03.10.89 and OM No. 06.08.2009-Estt. (Pay-II) dated 17.06.2010 and subsequent circulars if any from DOP&T in this regard are applicable. Pay, allowance, medical facilities etc. shall be governed as per the above referred DoP&T OMs and subsequent circulars if any in this regard.

7. The applications of the willing and eligible officials whose services can be spared on their selection may be sent in the prescribed Performa (Annexure-III, IV & V) duly recommended by the Head of office / Department with attested copies of the APARs for the last 5 years, Integrity Certificate and Vigilance clearance to the Assistant Director General (Estt.), NTIPRIT, 7th floor ALTTC, Ghaziabad on or before 45 days from the date of publication in Employment News/ Rojgar Samachar. Officers who volunteer for the post will not be permitted to withdraw their names later. Delayed /incomplete applications will be rejected summarily.

Advance/direct copy of application may be sent to Assistant Director General (Estt.), National Telecommunications Institute for Policy Research, Innovation & Training ALTTC Campus, Govt. of India Enclave, Ghaziabad-201002 (UP). However, these will be processed only if the application through proper channel is received well within stipulated time.

8. For more details visit following websites: www.dot.gov.in
   www.ntiprit.gov.in
   www.tec.gov.in

Enc: Annexure I, II, III, IV & V

[Signature]
Director (Estt.)
NTIPRIT, Ghaziabad
Tel: 0120-2709008

Copy to:
1) PPS to Member (S), New Delhi
2) DDG (Estt.), DoT HQ, New Delhi
3) DDG (IT)/TEC/DoT for publishing on the DoT/ TEC Website.
4) Director (Training), NTIPRIT, Ghaziabad for publishing on the NTIPRIT Website.
ELIGIBILITY CONDITIONS

1. **Assistant Director (AD):**
   
   A. Officer working under the Central/ State Govt. or their PSUs/ Autonomous bodies.
   
   i) Holding analogous post of Assistant Director on regular basis in Central/ State Govt.
      or their PSUs in the Pay scale of PB2 with Grade Pay of Rs. 4800 (As per 6th CPC).
      
   or
   
   ii) Holding SDE/ Sr. SDE or analogous post in BSNL/MTNL/TTI/TCIL/ Any other PSU
      on regular basis in the Pay scale of 20600-46500/ 24900-50500 in pre-revised IDA
      scale.
      
   or
   
   iii) Holding a post in PB2 with GP of 4600 in CDA (6th CPC) with minimum of 3 years of
      regular service OR holding a post in the pre-revised pay scale of 16400-40500 in IDA
      with minimum of 3 years of regular service in the grade.

   B. Minimum Educational Qualification:

   i) Bachelor Degree in Engineering or Technology or Equivalent in any one
      discipline among Communication/ Telecommunication/ Electronics/ Computer/
      Radio/ Information Technology/ Instrumentation/ Electrical Engineering.
      
   or
   
   ii) MSc (Electronics/Computers/TT/Cyber Security/Physics) or equivalent from
      recognised university.

   C. Desirable Experience:

   i) Working knowledge in Computer using utility software such as MS Office/ MS
      Access/ Linux/ RDBMS.

   ii) Work experience in the field of ICT, Cyber Security, mobile, switching, transmission,
      administration, establishment or training organisation.

   D. Age limit: Maximum up to 56 Years as on 19.03.2019.

2. **Junior Telecom Officer (JTO):**

   A. Officer working under the Central/ State Govt. or their PSUs/ Autonomous bodies.

   i) Holding analogous post of Junior Telecom Officer on regular basis in Central/State
      Govt. or their PSUs in the pay scale of PB2 with Grade Pay of Rs. 4600 on regular
      basis (As per 6th CPC).

   or
ii) Holding JTO or analogous post in BSNL/MTNL/ITI/TCIL/ Any other PSU in the pay scale of 16400-40500 in current IDA scales on regular basis.

or

iii) Holding a post in PB2 with GP of 4200 in CDA (6th CPC) with minimum of 3 years of regular service OR holding a post in the pre-revised pay scale of 13600-25420 in IDA with minimum of 3 years of regular service in the grade.

B. Minimum Educational Qualification:

i) Bachelor Degree in Engineering or Technology or Equivalent in any one discipline among Communication/ Telecommunication/ Electronics/ Computer/ Radio / Information Technology/ Instrumentation/ Electrical Engineering.

or

ii) MSc (Electronics/Telecommunication/Computers/IT/Cyber Security/Physics) or equivalent from recognised university.

C. Desirable Experience:

i) Working knowledge in Computer using utility software such as MS Office/ MS Access/ Linux/ RDBMS.

iii) Work experience in the field of ICT, Cyber Security, mobile, switching, transmission, administration, establishment or training organisation.

D. Age limit: Maximum up to 56 Years as on 19.03.2019.
Nature of Work in NTIPRIT

About NTIPRIT

NTIPRIT, Ghaziabad is an Institute of Department of Telecom, Government of India and entrusted with mandate of induction Training to ITS/BWS/JTO probationers, In-service courses for officers of field units of DoT and other Departments/ Organisations, and conduction of I-TEC courses for foreigners in co-ordination with MEA (Ministry of External affairs).

NTIPRIT, still in the establishing phase, it is to act as a nodal point for development of complete eco system for telecom training, learning and skill development in the country starting from lowest skill level upto highest research area. NTIPRIT has been entrusted, Policy research on issues of technology, economics and legal aspects in Telecom Sector for providing inputs to DoT and other Ministries, application research for sustainable growth of Indian Telecom, commission in house & outsourced studies for various aspects of Telecom policy.

Further, NTIPRIT is to act as facilitator for research and innovation. NTIPRIT will create/ help-to-create high quality Telecom Lab infrastructure and throw it open to provide easy access to researchers/ student community to encourage and induce raw talent for innovation, easy access and transparent system to put in place for utilizing these facilities (on lines of ‘Come and Play’ scheme facilities created during CWG), encourage, co-ordinate and collaborate with technical institutes like IITs and Telecom Research Organisations of Excellence (CDOT, TCOE, manufacturing industry etc).

Job profile: -

Handling and supervision of works related to various verticals viz., establishment, administration, infra management, training, Wireless technologies, ICT, PR, Cyber Security Transmission & Next Generation Switching, Innovation and Telecom network Security, as detailed below:

A. Establishment:
   - Planning and setting up the organizational structure.
   - Defining job positions and description for each job position.
   - Manpower planning, career progression plan and skill development.
   - Liaison with DoT HQ for staff postings.
   - Management of HR records including service books etc.,
   - Responding to RTI queries and Parliament questions.
   - Maintaining training records and nominations for MCTP,
   - Conduction of trainings related to Establishment Rules, Vigilance and Disciplinary Proceedings, Hindi Rajbhasha, RTI and related subjects, for probationers/staff/faculty members.
   - Acting as faculty member for various related training programmes.
• Any other work mandated to NTIPRIT.

B. Administration:
• Delegation of financial powers.
• Procurement, Tendering, Outsourcing, AMCs, Payments, Facility management including housekeeping, assets management, telecom facilities etc.,
• Publication of in-house journals & printing of handouts etc.,
• Acquisition of land, handing/ taking over of assets, requisition to Infra management.
• Works related with observance of vigilance awareness week, World Telecom day, National unity day, sadbhavna diwas, Swachh Bharat Mission and any other such day/ week/ event as directed by government,
• Matters related to accommodation of trainees, Coordination with different faculties in NTIPRIT, local administration, law enforcement agencies and units of DoT etc.
• Training need analysis, design of courses, and development of handouts.
• Acting as faculty member for various related training programmes.
• Any other work mandated to NTIPRIT.

C. Infra Management works:
• Study and keep track of worldwide developments in design and implementation of latest technologies for Electrical Infra in telecom sector by IEEE, IEC and industrial group.
• Preparation of estimate for civil/electrical works and coordination thereof with Civil/ Electrical wings of DoT/ BSNL,
• Coordination/ liaising/ monitoring of civil and electrical works at NTIPRIT, and extending expertise to administration vertical with regard to civil electrical works to be carried out.
• To lay down detailed guidelines and methodologies for energy audit of telecom installations to keep track of energy consumptions in different areas of telecom.
• Conduction of training courses related to building works and other related subjects, like Green Technologies in Telecom sector, Non-conventional energy systems in Telecom etc.,
• Acting as faculty member for various related training programmes.
• Any other work mandated to NTIPRIT.

D. Training Related:
• Management and supervision of all works related to induction trainings of ITS/ BWS/ JTO probationers, In-service training programmes, mid-career training programmes,
• Management matters related to training need analysis, design of courses, development of handouts etc.
• Management of works related to alliances with CTIs/ ATIs, National and International Institutes in the Area of Telecom, IT and related subjects for promoting academic exchange programmes,
• Managing of training records, and liaising with exam cell for conduction of Hindi and professional examinations
• Establishment related matters of induction trainees, handling of training management functions of NTIPRIT, handling of trainee nominations and related functions, management of training records etc.,
• Submitting monthly training reports/ annual reports to DoT HQ, acting as faculty member for various training programmes etc.
• Draft MoUs for alliances & collaborations and performance tracking.
• National and international tie-ups.
• Organising joint programs and stakeholder meets.
• Any other work mandated to NTIPRIT.

F. Wireless Technologies:
• Conducting trainings pertaining to Basic Mobile & Wireless Technologies (PMRTS, 2G, 3G, CDMA, Wi-Fi etc.), Advanced Mobile and Wireless Technologies (Wi-MAX, LTE, LTE-Advanced, 4G, 5G and beyond etc.), IP Multi-media system, wireless security, radio spectrum for mobile applications, Lawful interception & monitoring etc., for DoT officials and Probationary officers of the department.
• Designing of training courses, development of handouts, setting up of required lab related to wireless technologies etc.,
• Extend expertise/ inputs to DoT/ TEC/ other organizations.
• Extend telecom IPR/Patent related guidance to industry/research scholars.
• To study disaster management strategies for telecommunication being followed by developed/ developing nations and recommend the adoption of best practices in the Indian context.
• Providing technical assistance to NDMA regarding telecommunication set up and management.
• Acting as faculty member for various related training programmes.
• Any other work mandated to NTIPRIT.

F. Innovation:
• Strengthening innovations to management and capacity building.
• Dissemination of innovation through training, awareness, workshops, journals, papers, reports etc.
• Taking up consultancy/ project works.
• Any other work mandated to NTIPRIT.
G. **ICT:**
- Conduction of training programmes pertaining to Information & Communication Technologies, data communication, Internet Protocols, Communication Protocols, MPLS, E-Governance, IPv6, M2M communications, Internet of Things (IoT) etc., for DoT officials and Probationary officers of the department.
- Procurement and maintenance of ICT devices and network for NTIPRIT staff and classrooms.
- NTIPRIT Website development and timely updating.
- Techno-economic studies for technology solutions for remote and disturbed areas.
- Study on application of e-Governance, e-Health, e-Education, VAS, IPv6, Intelligent Transport system etc.
- Any other work mandated to NTIPRIT.

H. **PR:**
- Policy research on issues such as technology choices, policy framework for development of telecom, restructuring etc.
- Dissemination of research findings through papers, annual conferences, seminars, workshops and training programs.
- Collaboration with various stakeholders in telecom and ICT sector and policy making organs in India.
- To provide common platform to build to bring researchers, policy-makers, regulators and decision-makers to evolve policy recommendations for the telecom and ICT industry.
- Any other work mandated to NTIPRIT.

I. **Transmission & Next Generation Switching:**
- Conduction of training courses on Transmission Technologies, Fibre Optic Communications, Optical Transport Systems, Satellite Communications, Terrestrial Communication, Electro-magnetic radiation, synchronisation of networks, Radio spectrum (other than the spectrum issues related to mobile communications), Switching Technologies, Network management system, Next Generation Networks Technologies, interoperability issues, VoIP etc., for DoT officials and Probationary officers of the department.
- Establishment of lab for various technologies related to transmission and Next Generation Switching etc.
- Any other work mandated to NTIPRIT.

J. **Cyber and Telecom Network Security:**
- Conduction of training pertaining to Telecom Network Security, Cyber Security, Telecom Network Security Audit, Telecom forensics, Role of Telecom in Disaster Management etc. for DoT officials and Probationary officers of the department.
• Work related to equipment security testing & certification, telecom network security audit, collaboration with other bodies engaged in telecom network security and cyber security.
• Any other work mandated to NTIPRIT.
APPLICATION FOR DEPUTATION FOR THE POST OF ASSISTANT DIRECTOR AND JUNIOR TELECOM OFFICER IN NTIPRIT, GHAZIABAD

1. Name of post applied for (AD or JTO) :
2. Name of applicant with complete Office Address, e-mail & Telephone no. with name of Dept./Ministry :
3. Residential address with phone no :
4. Date of Birth(dd/mm/yyyy) :
5. Post held on regular basis and the date From which held with pay scale :
6. Date of retirement under Central/State Govt./PSUs rules :
7. Education Qualification and work experience

<table>
<thead>
<tr>
<th>Qualification</th>
<th>SL.</th>
<th>Qualification/Experience required</th>
<th>Qualification/Experience possessed by the officer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Essential</td>
<td>1</td>
<td></td>
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<td></td>
<td>2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Desirable</td>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>2</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

8. Whether Educational qualifications required for the post are satisfied (If any qualification has been treated as equivalent to the one prescribed in the Rules, state authority for the same) :

9. Please state clearly whether in the light of entries made by you above, you meet the requirement of the post :

10. Details of employment in chronological order (Attach separate duly authenticated by your signature sheet if required) for last ten years :

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Name of office/ organization where employed</th>
<th>Post held</th>
<th>From</th>
<th>To</th>
<th>Scale of Pay/Pay Band with Grade Pay</th>
<th>Nature of duties performed</th>
</tr>
</thead>
</table>

Please use separate sheet.
11. Nature of present employment i.e. whether Permanent, temporary, adhoc or quasi permanent.

12. In case the present employment is held on Deputation/contract basis, please state
   a) The date of initial appointment
   b) The period of appointment on deputation /contract
   c) Name of the parent office/organization to which you belong

13. Present basic Pay, scale of pay and total emoluments drawn per month.

14. Additional information if any which may support your suitability for the post.

15. Remarks, if any

Date: ________________________________  
Signature of the Applicant
Mobile No.
DECLARATION

I, _____________________________ hereby declare that my posting as ___________________________ in NTIPRIT, Department of Telecommunications, Ghaziabad is purely on temporary basis and shall not have any right to claim for seniority in the said post in respect of service rendered by me on deputation basis.

II. I am not entitled to absorption as ___________________________ in the Department of Telecommunications and therefore will not resort to lay any claim for the same.

III. I am liable to be repatriated to my parent department/organization for any inaccuracies in the details noted above or contravention of any provision in the rules/order governing deputation.

Place:
Date:

Signature of the Official

Countersigned
Signature of the Controlling Officer with official seal
Certificate to be recorded by the Head of office/Department while forwarding the application

Certified that:

1. The particulars given by the applicant are true and have been verified from the service record.

2. The applicant, if selected, will be relieved immediately along with relevant details e.g. leaves availed/ balance, LPC etc.

3. Attested copies of ACR/APAR for the last five years are enclosed.

4. No Disciplinary/Vigilance case is pending or contemplated against him/her. There is nothing against the candidate which makes him/her ineligible for consideration of appointment to the post applied for.

5. No major/minor penalty is in force or current against the official.

6. Recommendations:

Signature of Head of office/Department with official seal & Telephone no.