



**NATIONAL INSTITUTE OF TECHNOLOGY KARNATAKA, SURATHKAL**  
 (An Institute of National Importance, Established under NITSER Act, Government of India)  
 MANGALURU - 575 025, KARNATAKA STATE, INDIA  
 Website: www.nitk.ac.in

Ref. No.: 5214/PRO-II/NITK/Estt./2021/B1

Date: 07<sup>th</sup> December, 2021

**Recruitment of Public Relations Officer (on Contract)**

National Institute of Technology Karnataka (NITK), Surathkal is an Institute of National Importance, established by the Ministry of Education, Government of India imparts education in the field of Engineering, Science and Management at UG, PG and Ph.D. levels. The Institute invites applications from eligible Indian Nationals for Public Relations Officer position purely on contractual basis for a period of one (01) year, further extendable for one (01) year based on the satisfactory performance.

Sl. No.	Name of the post	Educational Qualification	Experience	Age	Consolidated Pay
1	Public Relations Officer (on Contract)	<p><b><u>Essential Qualification:</u></b></p> <ul style="list-style-type: none"> <li>Master's Degree in Journalism/ Mass Communication or Post Graduate Diploma in Journalism &amp; Mass Communication or MBA in Marketing Management/ Event Management/ PGDBM with at least 55% marks.</li> </ul> <p><b><u>Desirable Qualification:</u></b></p> <ul style="list-style-type: none"> <li>Proficiency in the use of latest Computer and Mobile Applications, M.S Word, Excel, PowerPoint, Social Media Applications (E.g.: Facebook, Twitter, LinkedIn etc.).</li> <li>Multimedia Publications, Promotional Material Development, Advertising.</li> </ul>	<ul style="list-style-type: none"> <li>Minimum five (05) years of relevant experience of working in a Government Institution/ University/ Media Industry.</li> <li>Publication of newsletters, bulletins, handling print and electronic media.</li> <li>Knowledge in Photo/ Video shooting and editing.</li> </ul>	Max. of 40 years	Rs.40,000/- per month

**Sd/-**  
**REGISTRAR**  
**NITK - SURATHKAL**



**General Instructions for the position of Public Relations Officer (on Contract)**

1. The applicant will be responsible for the authenticity of submitted information, other documents, and photographs. Furnishing any false information and/or suppression/ concealment of facts shall lead to rejection/ cancellation of selection/ recruitment.
2. Transgender candidates are required to upload/ attach certificate/ identity proof issued by Government/ Competent Authority.
3. Any application without a copy (self-attested) of all relevant certificates/ testimonials is liable to be rejected.
4. Mere fulfilment of the required qualifications and experience does not entitle a candidate to be called for interview/ selection.
5. The Institute reserves the right to fill or not fill the positions.
6. The Screening Committee shall shortlist the eligible and most desirable candidates to be called for interview from amongst the applicants, based on specialization, availability of candidates, and requirements of the Institute. In doing so it shall not be bound by the options exercised by the applicants.
7. The Institute reserves the right to restrict the number of candidates for interview to a reasonable limit, on the basis of qualifications and experience higher than those prescribed in this advertisement.
8. Incomplete applications and applications not received within the due date shall be summarily rejected.
9. All original documents including valid ID Proof will have to be produced at the time of interview for verification; otherwise, they may not be allowed to appear for the interview.
10. Selected candidate should be prepared to join duty within the time granted.
11. Interview call letters to eligible candidates will be issued to their E-Mail ID only. A list of eligible candidates called for Interview will be uploaded in the Institute website. No separate letter (Hard copy) will be sent for this purpose. Further, for any updates, subsequent amendments in the advertisement and results, please visit the Institute website regularly.
12. The candidate is responsible for the correctness of the information provided in the application. If it is found, at a later date, that any information given in the application is incorrect/ false, the candidature/ appointment is liable to be cancelled/ terminated.
13. Any dispute regarding the selection/ recruitment process will be subject to Courts/ Tribunal having jurisdiction over Mangaluru.
14. Any canvassing by or on behalf of the candidates or to bring political or other outside influence with regards to their selection/ recruitment shall result in disqualification of candidature.



15. NITK, Surathkal reserves the right to relax the eligibility criteria (if required) in the interest of NITK.
16. Checklist of documents (self-attested) to be submitted along with the hard copy application:
  - a. Self-Attested copies of all Degree Certificates and Mark sheets from 10<sup>th</sup> class onwards.
  - b. Self-Attested copies of experience certificates issued by the Competent Authorities/ any other relevant certificates/ testimonials.
  - c. Self-Attested copies of Community Certificates (SC/ST/OBC/EWS), certificates for Persons with Disabilities (PwD) as per Government of India Norms. In case of OBC category candidates, the latest non-creamy layer certificate is essential (issued on or after 01-04-2021).
  - d. Any other relevant information concerning your academic standing.
17. NITK, Surathkal has the right to cancel this advertisement without giving any notice at any time.
18. The Institute reserves the right to relax experience for persons with brilliant academic career/ specialized skills in exceptional cases, or in the case of persons already holding analogous positions in a Central Technical Institute/ Central University/ State Government.
19. No correspondence/ interim/ personal inquiries will be entertained from the candidates in connection with the process of selection/ interview.
20. Selected candidates will have to produce a medical fitness certificate from a Government Hospital prior to joining. They should be prepared to join duty within the specified time limit.
21. The selected candidate is required to participate and cover all Institute events even beyond normal working hours.
22. The decision of NITK, Surathkal in all matters related to this recruitment drive will be final and binding on all the candidates.
23. No TA/ DA will be paid to attend the selection process.
24. There will be a written/ practical test (if required).
25. Application duly signed along with self-attested photocopies of all relevant documents should be sent through Speed post/ Registered post in the sealed envelope super-scribed "Application for the position of Public Relations Officer (on Contract)" - Advertisement No.\_\_\_\_\_, dated\_\_\_\_\_. to the following address so as to reach on or before 21<sup>st</sup> December, 2021 by 05.00 p.m.
26. Address for sending the hardcopy of the application and relevant documents by Speed Post/ Registered Post is given below:

To: The Registrar,  
National Institute of Technology Karnataka, Surathkal,  
Mangaluru - 575 025,  
Karnataka, India

Sd/-  
REGISTRAR  
NITK - SURATHKAL