

## **ADDENDUM**

### **Revised Notification**

**Ref: VACCANCY NOTIFICATION NO. NISST/P&A/PERS/CON/2025-1**

With reference to above notification against which applications were invited for recruitment of different positions as per modified requirements on contractual basis for a minimum period of three years (1+2) extendable by three more years, it is hereby notified for the positions mentioned at Sl. no. 1, 2 and 3 in the advertisement, **in case M.Tech. candidate is not available, a candidate having B.E. / B.Tech. in the desired field may be considered for the post.**

**Sr. Dy. Director (P&A)**



**National Institute of Secondary Steel Technology**  
**G T Road, Sirhind side, Mandi Gobindgarh**  
**Punjab- 147301**

**Revised Notification**

**Ref: VACCANCY NOTIFICATION NO. NISST/P&A/PERS/CON/2025-1**

In supersession of above referred notification, applications are invited for recruitment against the following positions as per following modified requirements on Contractual Basis for a minimum period of three years (1+2) extendable by three more years. The engaged personnel will be on probation during the first year. **Last date for submission of application – 10 days from the date of publication of notification in the Employment News:**

Sl. NO	Post	No. of vacancies	Qualification & Experience	Maximum Consolidated Remuneration
01	Technical Manager (Mechanical)	01	<b>Essential Qualification</b> – Masters in Mechanical Engineering from any AICTE approved Institution with at least 7 years' experience in any steel plant in Maintenance, Production & Training.  Experience in Govt. PSE will be preferred.	Rs. 1,25,000/-
02	Technical Manager (Metallurgy)	01	<b>Essential Qualification</b> – Masters in Metallurgy from any AICTE approved Institution with at least 07 years' experience in any steel plant in Operation, Quality & Training.  Experience in Govt. PSE will be preferred.	Rs. 1,25,000/-
03	Technical Manager (Electrical and Electronics)	01	<b>Essential Qualification</b> – Masters in Electrical / Electronics from any AICTE approved Institution with at least 07 years' experience in any steel plant in Energy, Power systems, Maintenance & Training.  Experience in Govt. PSE will be preferred.	Rs. 1,25,000/-
04	H R Manager	01	<b>Essential Qualification</b> – MBA in Human Resource Management (Regular) with minimum 05 years' experience in the areas of Human Resource and Administration at any state level or national level Organization - Post Qualification.	Rs. 1,00,000/-
05	Technical Assistant to Director	01	<b>Essential Qualification</b> – Engineering Graduate (preferably Mechanical/ Metallurgy / Electronics) from ACITE approved Institution with minimum 02 years of experience in Iron and Steel industry. <b>Desirable skills:</b> Advance techniques in computer application.  Diploma/certificate (one year) will be preferred.	Rs. 50,000/-

**1. Post: Technical Manager (Mech.)**

**No. of vacancies:** 01

**Essential Qualifications:**– Masters in Mechanical Engineering from any AICTE approved Institution with at least 7 years' experience in any steel plant in Maintenance, Production & Training.

Experience in Govt. PSE will be preferred.

**Responsibilities:** All matters related to Iron & Steel Making, Rolling Mills, Reheating Furnaces, Testing in Mechanical lab, Safety Audit & Safety Inspection, Training &, Skill Development, Consultancy etc.

2. **Post: Technical Manager (Metallurgy)**

**No. of vacancies:** 01

**Essential Qualifications:**– Masters in Metallurgy from any AICTE approved Institution with at least 07 years’ experience in any steel plant in Operation, Quality & Training.

Experience in Govt. PSE will be preferred.

**Responsibilities:** All matters related to Ferrous Metallurgy, Steelmaking, Rolling, Refractories, Heat Treatment, Foundry, testing in Metallography Lab., Safety Audit & Safety Inspection, Training & Skill Development, Consultancy etc.

3. **Post: Technical Manager (Electrical / Electronics)**

**No. of vacancies:** 01

**Essential Qualifications:** – Masters in Electrical / Electronics from any AICTE approved Institution with at least 07 years’ experience in any steel plant in Energy, Power systems, Maintenance & Training.

Experience in Govt. PSE will be preferred.

**Responsibilities:** All matters related to Steelmaking, Automation, Industry-4.0, Energy Audit, Maintenance, Power System study, M&V Audit, Safety Audit & Safety Inspection, Training & Skill Development, Consultancy etc.

4. **Post: H R Manager**

**No. of vacancies:** 01

**Essential Qualification** – MBA in Human Resource Management (Regular) with minimum 05 years’ experience in the areas of Human Resource and Administration at any state level or national level Organization - Post Qualification.

**Responsibilities:** All matters related to Personnel and Administration such as Strategic Planning, Policy Development, Talent Acquisition, Employee Development, Performance Management, Compensation and Benefits, Employee Relations, Compliance Management, HR Analytics, Change Management, Administration, Vigilance & RTI etc.

5. **Post: Technical Assistant to Director**

**No. of vacancies:** 01

**Essential Qualification** –Engineering Graduate (preferably Mechanical / Metallurgy / Electronics) from ACITE approved Institution with minimum 02 years of experience in Iron and Steel industry.

**Desirable skills:** Advance techniques in computer application.

Diploma/certificate (one year) will be preferred.

**Responsibilities:** All matters related secretarial assistance to director such as drafting, correspondences, coordination for meetings, preparation of draft minutes, documentation maintenance of records, coordination with other departments of the institute and outside agencies, preparation of presentations (PPT) etc.

**Age for above all the posts:** Maximum age as on **01.06.2025:** 35 years. However, in case of SC/ST/OBC/ Women/ PWD and other entitled categories age relaxation shall be admissible as per Govt. of India’s rules.

**Terms & Conditions:**

1. Tenure of appointment will be three years (1+2) extendable by three more years.
2. The above positions are purely temporary and on contract basis. It would therefore, not confer any right/claim, implicit or explicit, for consideration/absorption against any NISST post.
3. Place of posting will be Mandi Gobindgarh. However, candidates shall be liable to serve in any part of India.
4. Interested and eligible candidates, who are Indian national, should send their duly filled in application form in the attached format **at Annexure-A** with a recent passport size photograph pasted on it, along with original and self-attested copies of certificates and relevant documentary evidence in support of their date of birth, qualification and experience etc.
5. **Last date for submission of application – 15 days from the date of publication of notification in the Employment News:**
6. Application may be submitted through post. A copy of the same may be forwarded through e-mail (admin@nisst.org) also.
7. Candidates not fulfilling the aforesaid criteria shall not be considered.
8. Medical insurance & Accidental Insurance will be provided by the Institute.
9. For attending the interview to & fro expenses (up to 2<sup>nd</sup> A C Rail Fare, subject to production of ticket) will be reimbursed.

Sr. Deputy Director (P&A)



**Annexure-A**

**NATIONAL INSTITUTE OF SECONDARY STEEL TECHNOLOGY**  
**POST BOX NO. 92, G T ROAD, MANDI GOBINDGARH, PUNJAB – 147 301**

PHOTO

APPLICATION FOR THE POST OF \_\_\_\_\_

1. NAME : \_\_\_\_\_  
(In Block Letters)
2. Father's Name : \_\_\_\_\_  
(In Block Letters)
3. Permanent Address : \_\_\_\_\_  
(In Block Letters)  
\_\_\_\_\_
4. Address for Correspondence : \_\_\_\_\_  
(In Block Letters)  
\_\_\_\_\_  
\_\_\_\_\_
5. Nationality : \_\_\_\_\_
6. Date of Birth : \_\_\_\_\_
7. Category : General/OBC/SC/ST
8. Physically Challenged : Yes/No
9. Marital Status : Unmarried/Married
10. Are you related to any NISST employee, if yes : Yes/No  
Name & Designation \_\_\_\_\_
11. Language Proficiency : Hindi - Read/Writing/Speaking [Please (✓)]  
English - Read/Writing/Speaking [Please (✓)]  
Punjabi - Read/Writing/Speaking [Please (✓)]
12. Telephone Nos. Land Line \_\_\_\_\_ Mobile \_\_\_\_\_
13. E-mail Id \_\_\_\_\_

14. Educational, Technical & Professional Qualifications (Chronologically)

(Please give self-attested photo copies of testimonials)

Examination Board	Board/University	Year of Passing	% of Marks	Division	Subjects

15. Professional Experience (Chronologically):

(Please give self-attested photo copies of relevant certificate(s))

Organization & Address	Period		Designation	Nature of Job	Salary Drawn
	From	To			

16. Please give two Reference along with their address:

a) \_\_\_\_\_ b) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

17. Declaration:

I, hereby declare that the information given in the form is correct. In the event of any information being found incorrect, I shall be liable for dismissal from the services of the Institute.

Date:

Place:

**(Signature of the Candidate)**

List of enclosures

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

**P.S.: 1. Incomplete Form will not be considered**