



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

Ref: VACCANCY NOTIFICATION NO. NISST/P&A/RECT/CON/2026-27/3

Applications are invited for recruitment against the following positions 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 28th September, 2026.**

S.NO.	POST	NO. Of VACANCIES	QUALIFICATION & EXPERIENCE	MAXIMUM RENUMERATION (Per Month)
1.	Technical Manager (Electrical & Electronics)	01	Essential Qualification – 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.	Upto Rs.1,25,000/-
2.	Technical Assistant to Director	01	Essential Qualification – Engineering Graduate (preferably Mechanical/ Metallurgy / Electronics) from AICTE approved Institution with minimum 02 years of experience in Iron and Steel industry. Desirable skills: Advance techniques in computer application.	Upto Rs. 50,000/-
3.	Assistant (P&A)	01	Essential – Graduate Minimum experience -03 – 05 years in P&A related area, drafting, good communication skills, knowledge of MS Office, Excel etc.	Upto Rs. 35,000/-
4.	Assistant (Technical Division)	01	Essential – Diploma in Engineering/B.SC Graduate Minimum experience -Proficiency in MS office, good communication skills, documentation, data entry, report preparation and office coordination. Minimum one-year post-qualification experience. Typing Speed- 40 words per minute on computer.	Upto Rs. 25,000/-

1. 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.

Age : **Maximum age as on 28.09.2026: 45 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.

Travel Reimbursement:- To & Fro travelling expenses will be reimbursed attending the Interview (by 2nd AC) railway/Deluxe bus fare by the shortest route for attending the Interview.

2. Post: Technical Assistant to Director

No. of vacancies: 01

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

Desirable skills: Advance techniques in computer application.

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 : **Maximum age as on 28.09.2026: 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

Travel Reimbursement:- To & Fro travelling expenses will be reimbursed attending the Interview (by 2nd AC) railway/Deluxe bus fare by the shortest route for attending the Interview.

3. Post: Assistant (P&A)

No. of vacancies: 01

Essential Qualifications: Graduate

Minimum Experience: 03- 05 years in the area related to Personnel & Administration, drafting, communication & knowledge in MS Office, Excel etc.

Responsibilities: Assistance in personnel & administrative department.

Age : **Maximum age as on 28.09.2026: 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

Travel Reimbursement:- To & Fro travelling expenses will be reimbursed attending the Interview (by 2nd Class/Sleeper) railway/ordinary bus fare by the shortest route for attending the Interview.

4. Post: Assistant (Technical Division)

No. of vacancies: 01

Essential & Skills – Diploma in Engineering & Typing speed -40 words per minute on computer.

Minimum experience - Proficiency in MS office, good communication skills documentation, data entry, report preparation and office coordination.

Minimum one-year post-qualification experience.

Age : **Maximum age as on 28.09.2026: 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.

Travel Reimbursement:- To & Fro travelling expenses will be reimbursed attending the Interview (by 2nd Class/Sleeper) railway/ordinary bus fare by the shortest route for attending the Interview.

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 28th September, 2026.**
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.

Sr. Deputy Director (F&A) / (P&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 submit 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 submitted 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