



NATIONAL INSTITUTE OF TECHNOLOGY, TIRUCHIRAPPALLI – 620 015

Advt. No: NITT/R/RC/TEMP/ME&PE/2021/01

Date:24.12.2021

Recruitment for the post of MOOCs Executive&Pedagogical Expert

Applications are invited from Indian nationals possessing excellent academic record for following **Temporary positions** in the National Institute of Technology, Tiruchirappalli. The initial appointment is for a period for six months subject to renewal after every six months on the basis of appraisal and recommendation by the Committee constituted for the purpose / Competent Authority.

Post	MOOCs Executive
Number of vacancy	1
Job Description	
<ul style="list-style-type: none">• Organize, arrange and coordinate meetings/events.• Manage the SWAYAM, MOOCs Online Courses portal.• Interact with faculty members of the institutes for content creation.• Interact with Academic Advisory Council & course co-ordinators for course fixations and upload the courses at Swayam.• Co-ordinate the text transcription/translation activities at MOOCs portal.• Previously should have similar work experience• Intellectual curiosity and commitment to learning	
Essential Educational Qualification with following skill sets (Certification is must)	
<ul style="list-style-type: none">• Any degree• Expertise in MS Office, Proficiency in written and verbal communication, Excellent interpersonal and organizational skills related to E-learning Platform.	

Post	Pedagogical Expert
Number of vacancy	1
Job Description	
<ul style="list-style-type: none">• Hands on experience in Pedagogy & content development related to subject matter.• Working closely with the Faculties to create the most engaging flow of the content for better understanding of students.• Help to create Assessment modules, Quizzes, Tests & Discussion forums• Helps to create Reading materials, Teaching Aids for Recording and Live Classes.• Previously should have similar work experience• Intellectual curiosity and commitment to learning	
Essential Educational Qualification with following skill sets (Certification is must)	
<ul style="list-style-type: none">• Any degree.• Proficiency in Pedagogy, innovative Graphics and Animations.• Analyse and research on subject matters for content creations.• Multimedia Techniques for Online Classes.• Knowledge of Instructional Design tools.	

Duly filled in the prescribed application form along with the Self-Attested photocopies of the certificates/testimonials etc., send to **The Registrar, National Institute of Technology, Tiruchirappalli – 620015.** by **Speed / Registered post** on or before **03/01/2022 at 05.30 PM** mentioning on the cover **APPLICATION FOR THE ENGAGEMENT OF _____**. The Institute shall not be responsible for postal delays if any. Without application & supportive documents the candidates will not be considered for further process.

- a) 10th/Matriculation/SSLC Mark sheet
- b) +2/HSC Mark sheet
- c) Consolidate Mark sheet of Degree(s)
- d) Conduct certificate from the Institute last studied/company worked.
- e) Community Certificate (OBC(NCL)/EWS/SC/ST/PwD)
- f) Skill Sets Certificate(s)
- g) Experience Certificate(s)
- h) ID proof (Aadhaar card/Driving license/passport/PAN card or any Government issued ID with address)

Age Limit: Preferably Age Should be less than 30 years.

Selection Criteria: (Certificate Verification and Interview)

Stipend Range:

MOOCs Executive: Rs. 40,000 to Rs 50,000 per month.

Pedagogical Expert: Rs. 20,000 to Rs 30,000 per month.

Will be fixed by Selection Committee based on the experience of the candidates.

General Instructions:

1. The applicants should go through all the instructions carefully and ensure that they fulfil all eligibility conditions. Their admission to all stages of the recruitment will be purely provisional subject to satisfying the eligibility conditions.
2. Candidates should carefully fill up all the details required in the application form including age, Education Qualification, details of valid Community / PwD Certificates etc., as no correspondence regarding the change of details will be entertained after the last date for applying. If any of the claim by the candidate is found to be incorrect, it will lead to the rejection of the candidature.
3. The prescribed essential qualifications / experience indicated are bare minimum and mere possession of the same will not entitle the candidate to be called for Certificate Verification / Interview.
4. Any experience gained after the minimum qualifying degree will only be taken into consideration.
5. The Institute reserves the right to restrict the number of candidates called for interview to a reasonable limit on the basis of qualifications, level of relevance of experience higher than the minimum prescribed in the advertisement and other academic achievements.
6. The Institute has the right to decide the mode of screening and testing the applicant for short listing and selection.

7. The number of vacancies indicated in the notification is tentative. The Institute reserves the right not to fill any or all posts advertised and to reject any or all applications without assigning any reason.
8. Candidates must produce original documents at the time of appearing for Certificate Verification / Interview / whenever the same is called for.
9. Applications received through incomplete / not on prescribed format / without relevant documents will not be considered.
10. Candidates shortlisted for Certificate Verification / Interview will be informed through Institute website (www.nitt.edu) and through e-mail (as mentioned by the candidate in the application form).
11. The provisionally shortlisted candidates should attend the interview (Video Conferencing mode) through CISCO Webex platform. A detailed e-mail will be sent to the shortlisted candidates in this regard.
12. Any dispute with regard to the selection process will be subject to court / tribunal having jurisdiction over Tiruchirappalli.
13. Canvassing in any form/ bringing in any influence, political or otherwise will be treated as a disqualification for the post. Interim enquiries will not be entertained. If it is found at any stage that any information given in the application is incorrect / false, the candidature / appointment is liable to be cancelled / terminated.
14. The age limit, if any is as on 03.01.2022 (last date for submission of application).
15. Candidates are advised to visit the Institute website, www.nitt.edu periodically for updates regarding the recruitment process.
16. The Institute shall retain the applications of the non – shortlisted candidates only for three months after the completion of the recruitment process.

Key Dates:

S. No.	Details	Date
1	Date of advertisement	24.12.2021
2	Last date for submission	03.01.2022

Registrar(i/c)