



राष्ट्रीय प्रौद्योगिकी संस्थान आंध्रप्रदेश
NATIONAL INSTITUTE OF TECHNOLOGY ANDHRA PRADESH
Near National Highway No. 16, Kadakatla, Tadepalligudem – 534101
West Godavari District, Andhra Pradesh, India

No. NITANP/ORGT/2026-27/Notification/AA/1546

Date: 07.09.2026

NOTIFICATION
CALL FOR WALK-IN INTERACTION

Applications are invited for the engagement of the following staff at NIT Andhra Pradesh through a third-party outsourcing agency and tabulated as under:

S. No.	Engaged as	No. of staff required	Essential Qualification & Skill	Desirable	Salary (approx.)
1	Office Associate	03*	First Class Bachelor's Degree from a recognized institute & Type Writing English Lower (35WPM)	Experience of working in Academic related offices and Proficiency in MS Office	Rs.18,000/- to Rs.21,000/- (Skilled/ Highly Skilled Category)

**The number of Posts mentioned above are indicative only. The institute reserves the right to fill or not to fill any of the posts.*

1. This engagement is through a third-party outsourcing agency for 06 months, and subsequently extendable for every 06 months depending upon the performance and at the discretion of competent authority.
2. **Working days & Hours:** Monday to Saturday, 08 hours per day (in 02 sessions of morning & evening) or as per the requirement, however, extra duty hours/ assignments may be allotted, if needed. Weekly off shall be provided if the duty falls on a Sunday/ Holiday.
3. **Employer:** The selected candidates' employer will be the respective candidate's third-party outsourcing agency. The minimum wages as prescribed by the Ministry of Labour & Employment, GOI under **respective Category** as applicable for Tadepalligudem Town. The same shall be revised to increase as per the amendments from time to time by the Ministry of Labor & Employment, GOI.
4. **Date & Time of reporting/ interaction:** 08.10.2026 by 02:00PM
5. **Venue of Reporting:** Room No. 411,
4th Floor, Sardar Vallabhbhai Patel Administrative Vista,
NIT Andhra Pradesh.
6. Upon the need & availability of expertise, the Institute reserves the right to engage any (or) same expertise candidate deems fit for similar engagement.

The eligible candidates shall appear for a walk-in interaction along with the duly filled application attached herewith and all original certificates pertaining to satisfaction of the eligibility criteria specified above. The decision of the Director, NIT Andhra Pradesh will be final in all respect.


Registrar (i/c)



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Candidate Profile Form

Date: _____

1. Name of the Candidate _____
(in Block Letters)
2. Date of Birth _____
3. Father's/Husband's Name _____
4. Permanent Address: _____

Recent
Passport size
Photograph

5. Address for communication: _____

6. Mobile No.: _____
7. Email Id: _____
8. Aadhaar No.: _____

Educational Qualifications:

Sl. No.	Examination Passed & Specialization	% of Marks	Class Obtained	Year of Passing	Name of the Institute/ College/ University
1	10 th				
2	12 th				
3	Graduation				
4	Post-Graduation				

9. Do you have a certificate course in relevant desirable experience: Yes/ No

If yes, Period of Training: _____ Months

Details and address from where the certificate are issued:



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Details of Previous Experience, if any:

Sl. No.	Name of the Organization/ Office where employed	Post Held	Pay	Date of Joining	Date of Leaving
1					
2					
3					
4					

Any other relevant information:

I declare that the information furnished above is correct to the best of my knowledge and belief. If the above information is found incorrect/false at any stage, I am liable to take any action before or after considering my candidature for engagement in a specific job at NIT Andhra Pradesh.

Date:

Signature of the Candidate

