

**NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING AND RESEARCH,  
CHANDIGARH**

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**ADVERTISEMENT FOR PROJECT ASSISTANT**

Applications are invited for the post of Project Assistant, purely on temporary basis under the Project “Structural Safety Audit of Hospital and School Buildings” sponsored by Himachal Pradesh State Disaster Management Authority, Shimla. The selection process involves offline Skill test, written test and shortlisting of candidates followed by offline interview. The list of shortlisted candidates will be uploaded on the institute website. The qualification, emolument and other details are as given below.

**a. Project Assistant**

Number of Project Assistant (Field Assistant/ Office Assistant) – 3 nos

Incase of Project Assistant (Field Assistant) - Salary - ₹ 20,000 + HRA - 8 % = ₹ 21,600/

The Project Assistant Shall be paid Field Allowance of ₹ 11,250/month when in field.

(Incase Project Assistant (Field Assistant) is deputed as Project Assistant (Office Assistant) the salary paid will be - ₹ 20,000 + HRA for Chandigarh - 16% = ₹ 23,200 and no field allowance will be paid),

Duration - Upto June 2025

Essential Qualification – Diploma in Civil Engineering / Technology / Architecture or Higher

Essential requirement – Proficiency and Experience in operating Drafting Tools and Office Application (MS office and MS Excel).

Minimum Experience - Diploma with 2 yrs experience in Civil Engineering site Job and / or Drafting in AutoCAD and / or Costing and Estimation/DNIT Preparation) or

BE / B Tech with 1 year experience in Civil Engineering site Job and / or Drafting tool / equivalent and / or Costing and Estimation/DNIT Preparation)

Screening test – An offline test regarding proficiency in operating Drafting Tools tool / equivalent and Office Application (MS Office and or MS Excel) and Carrying out field work shall be conducted to screen the candidate and meet the essential requirement.

**Only those candidate will be further screened in written test that qualify the screening test**

Job role – Works at Site / Office - Rapid Visual Survey of buildings, Structural Survey Architectural and Structural Plan Drafting, Estimation and Costing, Detailed Notice Inviting Tender preparation, Site supervision, any other assigned job.

**Anyone who is eligible and interested as Project Assistant may kindly fill up the following Google form.**

**<https://forms.gle/JGuJw4KecLVZ44r18>**

**Last Date for Receipt of Application:** 6<sup>th</sup> January 2023, 5.30 pm

**Upload date of shortlisted candidate for screening test on institute website** 12<sup>th</sup> January 2023

**Date of offline Skill/technical test** 28<sup>th</sup> / 29<sup>th</sup> January 2023

**Date of offline Interview** 30<sup>th</sup> January 2023

**By Order**  
**DIRECTOR**  
**NITTTR CHANDIGARH**