

**RCC Institute of Information Technology  
Kolkata -15**

**RECRUITMENT OF NON-TEACHING STAFF**

Sl. No.	Post, Pay, Eligibility, Experience
1.	Campus Engineer Pay Matrix Rs. 33,400 – 86,100/-, Pay Level-12 (GP-4400/-) <b>Eligibility:</b> Diploma/B.Tech <b>Experience:</b> 2 years (Minimum)
2.	<b>Post:</b> Secretary to Chairman Pay Matrix Rs. 32,100 - 82,900/-, Pay Level-10 (GP-3,900/-) <b>Eligibility:</b> Graduate <b>Experience:</b> 2 years (Minimum)
3.	<b>Post:</b> Server and Network Support Assistant Pay Matrix Rs. 22,700 – 58,500/-, Pay Level-6 (GP-2,600/-) <b>Eligibility:</b> Graduate in Science/Commerce/Computer OR ITI (2 Yrs) OR Diploma OR Equivalent; Certification on relevant IT domain (Desirable) <b>Experience:</b> 2 years (Minimum)
4.	<b>Post:</b> Desktop Support Assistant Pay Matrix Rs. 21,000 - 54,000/-, Pay Level-5 (GP-2,300/-) <b>Eligibility:</b> HS AND ITI (6 months min) OR Diploma OR ITI (2 Yrs) OR Equivalent <b>Experience:</b> 2 years (Minimum)
5.	<b>Post:</b> Technical Assistant Pay Matrix Rs. 33,400 – 86,100/-, Pay Level-11 (GP-4,100/-) <b>Eligibility:</b> Diploma OR Equivalent <b>Experience:</b> 2 years (Minimum)

Applications to be made to Registrar, RCCIIT at [registrar@rcciit.org.in](mailto:registrar@rcciit.org.in) with an updated resume detailing qualification and relevant experience and mentioning in the subject line “**APPLICATION FOR THE POST OF.....**”. No other supporting documents are required at this stage. Last date of application **09.09.2025**.

**NB:** Mere eligibility will not vest any right on any candidate for being called for interview. The decision of the Selection Committee in all matters of selection will be final. No correspondence will be entertained from the candidates in connection with the process of selection/interview. The above terms are subject to change following change in management policy.