



सरदार वल्लभभाई राष्ट्रीय प्रौद्योगिकी संस्थान, सूरत

SARDAR VALLABHBHAI NATIONAL INSTITUTE OF TECHNOLOGY, SURAT

शिक्षा मंत्रालय, भारत सरकार के द्वारा NITSER अधिनियम के तहत स्थापित एक राष्ट्रीय महत्व का संस्थान

An Institute of National Importance, Established under NITSER Act by Ministry of Education, Govt. of India

SVNIT

No. SVNIT/Rect-Temp./Fire & Safety/ 1206

September 01, 2025

NOTIFICATION FOR ENGAGEMENT OF Dy. Fire Officer, Sr. Station Officer and Jr. Station officer ON PURELY CONTRACTUAL BASIS

Sardar Vallabhbhai National Institute of Technology Surat invites applications for the engagement of **Dy. Fire Officer (01), Sr. Station Officer (01) and Jr. Station officer (01)** on purely contract basis for **ONE** year which may be renewed further up to a maximum of two years (total 03 years) subject to institute requirement and satisfactory performance of the candidate. The details regarding eligibility criteria, terms of references etc. are as follows:

Sr. No.	Name & Age limit of post(s)	Consolidated Remuneration per month	Eligibility Criteria and Job Description
1	Fire & Safety Officer (on contract) Age limit: Not exceeding 55 years as on date of advertisement	Upto Rs.60000/-	<p>Eligibility Criteria:</p> <p>Degree from a recognized University or equivalent and Divisional Officer's certificate from NFSC, Nagpur, failing which Station Officer's certificate in Fire Fighting from NFSC, Nagpur or equivalent</p> <p>Or</p> <p>Degree in Fire Engineering/ Safety & Fire Engineering/ Fire Technology & Safety Engineering from a recognized University / Institute or equivalent.</p> <p>OR</p> <p>Graduate from Institute of Fire Engineers (India/UK)</p> <p>The candidate should have first class or its equivalent Grade with good academic record from a recognized University/ Institute or equivalent.</p> <p>Experience:</p> <p>5 years of regular service in the post of Fire Supervisor in any Govt./Private* organization.</p> <p>*In the case of a private organization, the annual turnover of the company/firm shall be >100 Cr.</p> <p>Job Description:</p> <p>I. Shall be responsible for the entire Fire Service Organization, including Fire Prevention, Fire Protection & Firefighting (Operation & Supervision) arrangements, and procurement of equipment/accessories, and will have control over all fire personnel.</p>

			<p>II. Improving the fire & safety arrangement and management at the departments/sections/offices of institute buildings.</p> <p>III. Shall be responsible for maintaining the fire service in a state of high efficiency, training, discipline, morale, and preparedness at all times.</p> <p>IV. Shall aid and advise the Management on all fire protection measures and assist in establishing close liaison with the local fire service/neighboring Fire Service to ensure maximum help is available in severe fires.</p> <p>V. Ensure the implementation recommendations/observations are brought out by various authorities/agencies and maintain all records properly.</p> <p>VI. Shall perform all other duties as the superiors assign from time to time.</p>
2	<p>Senior Station Officer</p> <p>Age limit: Not exceeding 40 years as on date of advertisement</p>	Upto Rs.30,000/-	<p>Eligibility criteria HSC (10+2) + Diploma equivalent in fire/ fire and safety with minimum 60% of marks or Passed Sub-Officer's Course from National Fire Service College, Nagpur, or BE/B. Tech in Fire Engineering with a minimum of 60% marks. (Relevant experience will be given preference)</p> <p>Job Description:</p> <p>I. Firefighting operations and arrangements for fire protection.</p> <p>II. Maintaining the fire service in a state of high efficiency, training, discipline, morale, and preparedness at all times.</p> <p>III. Acquaintance with the latest developments in fire protection and firefighting techniques and arrange to impart such training to fire service personnel.</p> <p>IV. Fire drills, inspections, and updation of legal documents.</p> <p>V. Liaisoning with the concerned section to ensure that the water supply system for firefighting is always adequate.</p> <p>VI. Automatic detection and extinguishing systems are in healthy condition and aid & advise the Management on all fire protection measures and assist in administrative duties.</p> <p>VII. Shall perform all other duties as the superiors may assign from time to time.</p>

3	Junior Station Officer Age limit: Not exceeding 30 years as on date of advertisement	Upto Rs.25,000/-	Eligibility criteria HSC (10+2) and equivalent with a minimum 50% of marks and certificate course in fire-fighting equipment such as Fire Extinguishers, etc, from the State Fire Training Centre or Passed Sub-Officer's Course from National Fire Service College, Nagpur. (Relevant experience will be given preference) Job Description: <ol style="list-style-type: none"> Attending to fire emergencies and special calls received while on duty, taking charge of and being responsible for all firefighting equipment, appliances, pumps, etc., in the fire station. To ensure that the fire communication system and fire safety system are in working condition and instruct and conduct fire safety and squad drills under their charge. Arrange the maintenance of fire appliances and equipment. To maintain all log, occurrence, and attendance roll books. To ensure that staff in the fire station use proper uniform/safety gear and are well acquainted with the duties. To ensure that all the first aid firefighting equipment is maintained per the standard. Shall perform all other duties as the superiors may assign from time to time.
1. Application Process: <ol style="list-style-type: none"> The eligible interested candidates have to download the application form and submit the hard copy of their filled in applications through Speed/ Registered Post in prescribed format with duly attested copies of all certificates & Mark-sheets to The Joint Registrar (Establishment), Sardar Vallabhbhai National Institute of Technology, Surat, Ichchhanath, Dumas Road, Keval Chowk, Surat, Gujarat-395007 so as to reach on or before October 01, 2025. The name of the post applied for should be superscribed on the envelope for sending the hard copy of the application. 			
2. Selection Process: <ol style="list-style-type: none"> The shortlisted candidates will be called for interview. The final selection will be based on the performance of candidate during personal interview at SVNIT Surat. Mere fulfilling minimum qualification and experience will not vest any right in candidate for being called for interview. The short listing parameters will be decided by the Institute and thereafter, adequate number of candidates, as decided by the Institute, will be shortlisted for interview. The decision of the Institute Authorities shall be final. No correspondence will be entertained in this regard. 			
3. General Instructions & Other Information: <ol style="list-style-type: none"> The engagement would be purely on Contract basis. Any claim for absorption at the regular position in the institute will not be entertained at any point of time. The appointment is purely on Contract Basis initially for a period of one year which may be extended further up to maximum of two years subject to institute requirement and satisfactory performance of the candidate. The renewal of tenure/ enhancement of monthly remuneration of candidate will be based on performance of the candidate which will be assessed by the Institute level 			

committee.

3. The engagement will be subject to their medical fitness and police verification.
4. The Institute reserve the right to terminate the services of the appointee at any by giving 15 days' notice or payment of 15 days' salary in lieu thereof by either side without assigning any reason.
5. The appointee will not be entitled for any medical facility any other type of allowances.
6. The appointee may be given suitable accommodation on the campus based on the availability.
7. The appointee has to attend the office six days a week. The appointee will be eligible for casual leave of total 8 days during the tenure of 01 (one) year. For any unauthorized absence; salary will be deducted on pro-rata basis.
8. In case of exigencies of the work, the appointee shall be required to attend the duty on Holidays. No extra remuneration shall be admissible for the same.
9. The Headquarters of the appointee shall be at Surat.
10. The Institute reserves the right to impose any other reasonable conditions to safeguard the interest of the Institute.
11. Any resultant dispute shall be settled within the jurisdiction of Surat.
12. The closing date for submission of applications shall be considered as the cut-off date of age, educational qualifications and experience.
13. In case of CGPA/GPA, the applicants are required to enclose the appropriate conversion formula to percentage / CGPA/GPA calculator. In case CGPA conversion table is not available from their graduating institutions, the criteria applicable for SVNIT, Surat will be used for % conversion.
14. All pages of the hard copy of the application must be numbered and signed by the applicant. The total number of pages in the application form must be written on the first page of the application form. All the supporting documents must also be self-attested.
15. It will be the responsibility of the candidate to provide reliable and independently verifiable documentary evidences along with the application form to support all the information and credentials claimed in the application form.
16. The date for determining the eligibility of candidates in every respect, i.e., qualification, experience, preferred age limit, etc., shall be considered the closing date for submission of application forms.
17. The Institute reserves the right to assign / transfer the selected candidates to any section/ department within the Institute.
18. No TA/DA shall be admissible for appearing in the written test/ Interview/ joining at SVNIT, Surat.
19. The number of post advertised is tentative, which may increase or decrease as per the requirement of the Institute. The Institute reserves the right not to fill up the positions, cancel the advertisement in whole or in part without assigning any reason and its decision in the regards shall be final.

IV. Note:

1. The last date of receipt of applications is **October 01, 2025**.
2. The applications received after the closing dates and incomplete applications will be summarily rejected.
3. The Institute reserves its right to decide the method of Selection Process depending upon the number of applications / shortlisted candidates.
4. The candidates applying for the post(s) should ensure that they meet all the eligibility conditions, his/her candidature will be summarily rejected.
5. The number of post advertised is tentative, which may increase or decrease as per the requirement of the Institute. The Institute reserves the right not to fill up the positions, cancel the advertisement in whole or in part without assigning any reason and its decision in the regards shall be final.