



NATIONAL INSTITUTE OF FASHION TECHNOLOGY
(A Statutory Institute governed by the NIFT Act 2006)
(Ministry of Textiles, Government of India)
NIFT Campus, Hauz Khas, New Delhi – 110016

VACANCY CIRCULAR
(Advt. No. 24 / Depu./PS/2017)

SUBJECT: FILLING UP THE POST OF PRIVATE SECRETARY BY TRANSFER ON DEPUTATION BASIS

National Institute of Fashion Technology (NIFT), a Statutory body under the Ministry of Textiles, Government of India intends to fill one post of **Private Secretary by transfer on deputation basis at NIFT Head Office in the PB-3, Rs. 15600-39100 + Grade Pay Rs. 5400/- (6th CPC)/ level 10 of 7th CPC.**

➤ **Eligibility Conditions:**

“Minimum 5 years administrative experience including 2 years as Steno Grade-I in Govt./Semi-Govt./ Autonomous organization/PSU/ reputed private industry/ institute holding analogous post on regular basis in their service/ department.”

➤ **General Instructions:**


1. Applications shall be submitted through proper channel along with ACR gradings of last 05 years and Vigilance/Cadre Clearance.
2. Appointments will be on standard deputation terms and condition as issued by DOP&T from time to time.
3. The maximum age limit for applying on deputation for the post is 56 years as on last date of receipt of applications.

How to apply:-

Interested applicants are requested to forward their applications through their employer alongwith cadre clearance/NOC, integrity certificate, vigilance clearance, ACRs for the last 05 years in an envelope super scribing the name and the post applied for, to the Registrar, NIFT Campus, Hauz Khas, Near Gulmohar Park, New Delhi-110016. The applications must reach on or before **22nd February, 2017 by 05:00 PM.**

The application form may be downloaded from NIFT Website www.nift.ac.in

For further queries, please contact on 011-26542011.


(Dy. Director) 01/2/17
Establishment