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शुद्धि पत्र / CORRIGENDUM

SUB: Corrigendum on Tender for hiring of External Agency for recruitment of Group C post in the NIFT Gandhinagar

The tender document for hiring of External Agency for recruitment of Group C post in NIFT, Gandhinagar has been uploaded in the CPP portal on 22.11.2021.

Inadvertently, the said notification does not contain copy of Recruitment Rules. Accordingly, the recruitment Rules for the said posts are hereby uploaded for the better clarity of the bidders.


Joint Director (I/c)

SCHEDULE-VI

S.No.	CATEGORIES	DETAILS
1.	Name of the Post	Assistant (Administration)
2.	Number of Post	50 (2020)*
3.	Classification of the post	Group C
4.	Level in the Pay Matrix	Level-4
5.	Selection post or non-selection post	Non-Selection
6.	Age limit for direct recruits on contract	27 years Maximum upper age-limit for NIFT employees may be relaxed upto five years or total length of service rendered (on regular and/or long-term contract basis) whichever is less.
7.	Education and other qualification required for direct recruits on contract	i. Graduate from a recognized university/ institution. ii. At least 2 years experience in Administration, iii. Typing speed of at least 40 wpm in English / Hindi.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of Promotion	Age – No Qualification – Yes
9.	Period of Probation, if any	Two years for direct recruits
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	100% promotion failing which by direct recruitment
11.	In case of recruitment By promotion / deputation or absorption grades from which promotion / deputation or absorption to be made	Junior Assistant working at level 2 in NIFT having eight years of regular service in the grade and possessing the qualifications prescribed in S.No.7 above.
12.	If a Departmental Promotion Committee exists what is its composition	As per Statute

*Subject to variation depending upon workload

SCHEDULE-VII

S.No.	CATEGORIES	DETAILS
1.	Name of the Post	Junior Assistant
2.	Number of Post	172 (2020)*
3.	Classification of the post	Group C
4.	Level in the Pay Matrix	Level-2
5.	Selection post or non-selection post	Non-Selection
6.	Age limit for direct recruits on contract	27 years Maximum upper age-limit for NIFT employees may be relaxed upto five years or total length of service rendered (on regular and/or long-term contract basis) whichever is less.
7.	Education and other qualification required for direct recruits on contract	i) Passed 10+2 examination from a Board or its equivalent recognized by the Government. ii) A typing speed of 30 w.p.m in English or 25 w.p.m. in Hindi iii) Computer proficiency, which includes: a) Competency in MS Word / applicable software for written / mail correspondence b) Competency in management of mail accounts c) Competency in retrieving information through search applications iv) Candidates who have done diploma in Computers shall be given preferential weightage.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of Promotion	Age - No Qualification - Yes
9.	Period of Probation, if any	Promotion-No Direct Recruitment-Two years
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	33% by Promotion, failing which by direct recruitment. 67% by direct recruitment
11.	In case of recruitment By promotion / deputation or absorption grades from which promotion / deputation or absorption to be made	Multi-Tasking Staff working in NIFT at level 1 in NIFT having five years of regular service in the grade and possessing the qualifications prescribed in S.No 7 above and on the basis of written test, computer proficiency test and typing test (typing test only qualifying and taken as per GOI norms while merit shall be on the basis of written test and proficiency test).
12.	If a Departmental Promotion Committee exists what is its composition	As per Statute

*Subject to variation depending upon workload

SCHEDULE-VI

S.No.	CATEGORIES	DETAILS
1.	Name of the Post	Assistant (Finance & Accounts)
2.	Number of Post	32 (2020)*
3.	Classification	Group C
4.	Level in Pay Matrix	Level-4
5.	Whether Selection post or non-selection post	Non-Selection
6.	Age limit for Direct Recruits on contract	27 years Maximum upper age-limit for NIFT employees may be relaxed upto five years or total length of service rendered (on regular and/or long-term contract basis) whichever is less.
7.	Educational Qualifications and experience for Direct Recruits on contract	i. Bachelor's Degree in Commerce from recognized University / Institution with two years' experience in Finance and Accounts matters. Or Master's Degree in Commerce from recognized University / Institution with one year experience in Finance and Accounts matters. ii. Working Knowledge of Accounting Software
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of Promotion	Age: No Qualification: Yes
9.	Period of probation if any	Two years for direct recruits
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	33% by promotion failing which by direct recruitment 67% by direct recruitment
11.	In case of recruitment by promotion/deputation or absorption grades from which promotion / deputation or absorption to be made	Promotion; Junior Assistant working at level 2 in NIFT having eight years of regular service in the grade out of which at least three years' experience in the Accounts Department and possessing the qualification as prescribed in S.No. 7 above.
12.	If a Departmental Promotion Committee exists what is its composition	As per Statute

* Subject to variation depending upon workload

SCHEDULE-VI

S.No.	CATEGORIES	DETAILS
1.	Name of the Post	Library Assistant
2.	Number of Post	15 (2020)*
3.	Classification of the post	Group C
4.	Level in the Pay Matrix	Level-2
5.	Selection post or non-selection post	Not applicable
6.	Age limit for Direct recruits on contract	27 years Maximum upper age-limit for NIFT employees may be relaxed upto five years or total length of service rendered (on regular and/or long-term contract basis) whichever is less.
7.	Educational and other qualifications required for direct recruits on contract	i) Graduate from a recognised University / Institution with diploma in Library Science OR Bachelors' Degree in Library Science from recognized University/Institution. ii) At least one year working experience in a well-established Library.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of Promotion	Not applicable
9.	Period of probation, if any	Two years
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	Direct Recruitment
11.	In case of recruitment By promotion/deputation or absorption grades from which promotion / deputation or absorption to be made	Not applicable
12.	If a Departmental Promotion Committee exists what is its composition	Not applicable

*Subject to variation depending upon workload

SCHEDULE-V

S.No.	CATEGORIES	DETAILS
1.	Name of the Post	Stenographer(Grade – III)
2.	Number of the post	16(2020)*
3.	Classification	Group C
4.	Level in the Pay Matrix	Level-4
5.	Selection post or non-selection post	Not applicable
6.	Age limit for Direct recruits on contract	27 years Maximum upper age-limit for NIFT employees may be relaxed upto five years or total length of service rendered (on regular and/or long-term contract basis) whichever is less.
7.	Educational and other qualifications required for direct recruits on contract	i. Graduate from a recognized University/ Institute. ii. Minimum speed of 80 wpm in shorthand and 40 wpm in typing iii. Minimum 2 years' experience in Govt./ Semi-Govt./ State Govt/UT/Autonomous Organization/PSU. iv. Proficiency in Computer Operation
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of Promotion	Not applicable
9.	Period of Probation, if any	Two years
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	Direct Recruitment
11.	In case of recruitment by promotion/deputation or absorption grades from which promotion / deputation or absorption to be made	Not applicable
12.	If a Departmental Promotion Committee exists what is its composition	Not applicable

*Subject to variation depending upon workload

Annexure - I

S.No.	CATEGORIES	DETAILS
1.	Name of the Post	Machine Mechanic
2.	Number of Post	53 (2021)*
3.	Classification of the post	Group C
4.	Level in the Pay Matrix	Level-4
5.	Selection post or non-selection post	Not applicable
6.	Age - limit for Direct recruits on contract	27 years Maximum upper age-limit for NIFT employees may be relaxed upto five years or total length of service rendered (on regular and/or long-term contract basis) whichever is less..
7.	Educational and other qualifications required for direct recruits on contract	As per Annexure-A
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of Promotion	Not Applicable
9.	Period of Probation if any	Two years
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	Direct Recruitment
11.	In case of recruitment by promotion/deputation or absorption grades from which promotion / deputation or absorption to be made	Not applicable
12.	If a Department Promotion Committee exists what is its composition	Not applicable

* Subject to variation depending upon workload



Annexure –A

Competency	Educational Qualification	Professional Qualification	Work Experience
Competency A	10 th or above	<p>Full time three years Diploma after 10th from Recognised state/central Board of Technical education and Training in Mechanical Engineering / Mechatronics Engineering / Instrumentation Technology.</p> <p style="text-align: center;"><u>OR</u></p> <p>Full time two years Diploma after 10th from Recognised ITI / NSTI / IDTR/ IGTR in Machinist/ /Mechanic Machine Tools Maintenance / Technician Mechatronics / Textile Mechatronics (NSQF level 5).</p> <p style="text-align: center;"><u>OR</u></p> <p>Full time two years Diploma after 12th from Recognised ITI / NSTI / IDTR/ IGTR in Instrument Mechanic / Mechanic Industrial Electronics (NSQF level 5).</p> <p style="text-align: center;"><u>OR</u></p> <p>Full time six months NCVT certificate in Industrial Sewing Machine Technician (NSQF level 3).</p>	<p>Post-qualification 3 years of experience (for 3 years diploma after 10th), 4 years of experience (for NSQF level 5 after 10th), 2 years of experience (for NSQF level 5 after 12th) and 6 years of experience (for NSQF level 3) in repair and maintenance of cutting /sewing / finishing machines in garment manufacturing organisation/ training institute.</p>
Competency B	10 th or above	<p>Full time two years Diploma after 10th from Recognised ITI / NSTI / IDTR/ IGTR in Machinist / /Mechanic Machine Tools Maintenance / Technician Mechatronics / Textile Mechatronics (NSQF level 4).</p> <p style="text-align: center;"><u>OR</u></p> <p>Full time two years Diploma after 12th from Recognised ITI / NSTI / IDTR/ IGTR in Instrument Mechanic / Mechanic Industrial Electronics (NSQF level 5).</p>	<p>Post-qualification 3 years of experience (for 3 years diploma after 10th) and 4 years of experience (for NSQF level 5 after 10th) and 2 years of experience (for NSQF level 5 after 12th) in repair and maintenance of Computerized Flat knitting machines, Hand flat knitting machines and Circular knitting machines</p>

Competency	Educational Qualification	Professional Qualification	Work Experience
		<u>OR</u> Full time three years Diploma after 10 th in Knitting Technology from any Govt. recognised institute.	
Competency C	10 th or above	Full time two years Diploma after 10 th from Recognised from ITI / NSTI / IDTR/ IGTR/NCVT National Apprenticeship Certificate (NAC) or National Trade Certificate (NTC) in trade of Fitter / Turner / Machinist/ Mechanic / Tool & Die Maker (NSQF level 5). <u>OR</u> Full time 3 years Diploma after 10 th in Mechanical engineering branch from AICTE approved institute/ recognized Board/ University.	Post-qualification 3 years of experience (for 3 years diploma after 10th) and 4 years of experience (for NSQF level 5) with knowledge of operating and repairing and maintenance of general workshop machineries in the fields of solid metal working, sheet metal working, wood working, Plastic working machines i.e.: Lathe, Milling, Thermoforming, Injection moulding, metal casting, CNC machines like 3D printing, Laser cutting and water jet cutting etc.
Competency D	10 th or above	Full time three years Diploma after 10 th from Recognised state/central Board of Technical education and Training in Mechanical Engineering / Mechatronics Engineering / Instrumentation Technology. <u>OR</u> Full time two years Diploma from Recognised ITI / NSTI / IDTR/ IGTR after 10 th in Machinist / /Mechanic Machine Tools Maintenance / Technician Mechatronics / Textile Mechatronics (NSQF level 5). <u>OR</u> Full time two years Diploma after 12 th from Recognised ITI / NSTI / IDTR/ IGTR in Instrument Mechanic / Mechanic Industrial Electronics (NSQF level 5).	Post-qualification 3 years of experience (for 3 years diploma after 10th) and 4 years of experience (for NSQF level 5) and 6 years of experience (for NSQF level 3) in repair and maintenance of cutting /sewing / finishing machines in repair and maintenance of cutting / skiving / splitting / sewing / finishing machines in leather goods manufacturing organisation / training institute.

Competency	Educational Qualification	Professional Qualification	Work Experience
		<u>OR</u>	
		Full time six months NCVT certificate in Industrial Sewing Machine Technician (NSQF level 3).	

*Competency

Competency	Department
A	Department of Fashion Technology, Fashion Design & Knitwear Design
B	Knitwear Design
C	Fashion & Lifestyle Accessories / Foundation Programme
D	Leather Design



ANNEXURE - II

S.No.	CATEGORIES	DETAILS
1.	Name of the Post	Lab Assistant
2.	Number of Post	155 (2021)*
3.	Classification of the post	Group C
4.	Level in the Pay Matrix	Level-2
5.	Selection post or non-selection post	Not applicable
6.	Age - limit for Direct recruits on contract	27 years Maximum upper age-limit for NIFT employees may be relaxed upto five years or total length of service rendered (on regular and/or long-term contract basis) whichever is less.
7.	Educational and other qualifications required for direct recruits on contract	As per Annexure-B
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of Promotion	Not applicable
9.	Period of probation if any	Two years
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	Direct Recruitment
11.	In case of recruitment by promotion/deputation or absorption grades from which promotion / deputation or absorption to be made	Not applicable
12.	If a Department Promotion Committee exists what is its composition	Not applicable

*Subject to variation depending upon workload



Annexure –B

Competency	Educational Qualification	Professional Qualification	Work Experience
Competency A	10 th or above	<p>Full time one year or two year Diploma/certificate after 10th (NSQF level 4 or 5) or from any Govt. recognised institute/ITI in Apparel Manufacturing Technology, Sewing Technology, Fashion Design and Technology.</p> <p><u>OR</u></p> <p>Full time one year certificate after 8th in cutting & sewing or two year full time certificate after 8th in Pattern Maker Engineering (NSQF level 3).</p> <p><u>OR</u></p> <p>One year certificate course after 12th from NIFT, in Clothing Production Technology (CPT), Garment Production Technology & Apparel Design (GPTAD), Fashion & Clothing Technology(FCT), FIAI and other relevant program from NIFT or any Govt. recognised institute.</p>	<p>Post-qualification 3 years of experience (for one year certificate after 12th), 4 years of experience (for NSQF level 5), 5 years of experience (for NSQF level 4) and 6 years of experience (for NSQF level 3) in the relevant/related field with skill of pattern making and garment construction techniques and ability to work on/operate machinery used in garment production.</p>
Competency B	10 th or above	<p>Full time two years Diploma after 10th from Recognised from ITI / NSTI / IDTR/ IGTR in Machinist / Instrument Mechanic / Mechanic Industrial Electronics /Mechanic Machine Tools Maintenance (NSQF level 5).</p> <p><u>OR</u></p> <p>Full time three years Diploma after 10th in Knitting Technology from any Govt. recognised Institute.</p>	<p>Post-qualification 3 years of experience (for 3 years diploma after 10th) and 4 years of experience (for NSQF level 5) in the relevant/related field with operation of Computerized Flat knitting machines, Hand flat knitting machines and Circular knitting machines. The candidate should have operational knowledge of Counter weight setting / Creel setting / Cam Setting / Yarn Tension setting as per the design.</p>
Competency C1	10 th or above	<p>Full time two year Diploma/certificate after 10th (NSQF level 4 or 5) from any Govt. recognised institute / ITI in Additive Manufacturing Technician / turner- / fitter-machinist.</p>	<p>Post-qualification 4 years of experience (for NSQF level 5) and 5 years of experience (for NSQF level 4) and 6 years of experience (for NSQF level 3) in the relevant/related field with Operational knowledge of general workshop</p>

Competency	Educational Qualification	Professional Qualification	Work Experience
		<u>OR</u> Full time one year certificate (NSQF level 3 or 4) from any Govt. recognised institute/ITI in Leather Goods maker/ carpentry.	machinery i.e., lathe, milling, wood working machinery, thermoforming, injection moulding, metal casting, added advantage with experience in CNC machines. <u>OR</u> Skill of pattern making & construction, components, costing, processes materials in leather goods industry. <u>OR</u> Skill of furniture making, handicrafts, with full knowledge of production, finishes, equipment, tools and machinery.
Competency C2	10 th or above	Full time one year or two year Diploma/certificate after 10 th (NSQF level 4 or 5) from any Govt. recognised institute/ITI in the trade of Jewel Smith.	Post-qualification 4 years of experience (for NSQF level 5) and 5 years of experience (for NSQF level 4) in the relevant/related field with hands on experience in jewellery & silverware making; knowledge of handcrafted and cast gold & studded jewellery making, master making & related materials, processes and understanding of materials, processes, equipment, tools & machinery.
Competency D	10 th or above	Full time one year Diploma after 12 th from any Govt. recognised institute/ITI in trade of Leather Garment /Leather Goods / Leather Footwear. <u>OR</u> Full time one year certificate (NSQF level 3) from any Govt. recognised institute/ITI in Leather Goods maker/Footwear Maker.	Post-qualification 3 years of experience (for 1 year diploma after 12th) and 6 years of experience (for NSQF level 3) in the relevant/related field with skill and knowledge of leather garments or Leather goods pattern making /footwear patternmaking & construction, components, costing, processes materials in leather goods /footwear industry.
Competency E	10 th or above	Full time three years Diploma after 10 th from Govt. recognised institute / IIHT in Handloom & Textile Technology.	Post-qualification 3 years of experience (for 3 years diploma after 10th), 4 years of experience (for 2 years diploma after 10th) and 6

Competency	Educational Qualification	Professional Qualification	Work Experience
		<p><u>OR</u></p> <p>Full time two years Diploma after 10th (NSQF level 5) from Govt. recognised institute / ITI in Weaving Technician / Textile wet Processing Technician.</p> <p><u>OR</u></p> <p>Full time one year certificate after 10th (NSQF level 3) from any Govt. recognised institute/ITI in Weaving Technician for Silk & Woollen Fabrics.</p>	<p>years of experience (for NSQF level 3) in Weaving preparation, weaving on table top loom, dobby and jacquard with electronic harness, Computerized Automatic Sample Loom etc.</p> <p>AND/OR</p> <p>dyeing and printing with knowledge and skill of dyeing of yarn and fabric using natural and synthetic dyes and different styles and types of Printing of Textiles.</p> <p>AND/OR</p> <p>an accredited lab with knowledge and skill to conduct standard textile testing procedures of fibre, yarn and fabric.</p>
Competency F	10 th above or	Full time one year or two year Diploma/certificate after 10 th (NSQF level 4 or 5) from any Govt. recognised institute/ITI in Digital Photographer / Photographer / Video Cameraman / Information & Communication Technology System.	Post-qualification 4 years of experience (for NSQF level 5) and 5 years of experience (for NSQF level 4) in the relevant/related field with skill of still & video photography and knowledge of video switching, non-linear editing, chroma keying, Broadcasting, Audio/Video Routing, lighting techniques and operating MAC and Windows OS.
Competency G	10 th above or	<p>Full time one year or two year Diploma/certificate after 10th or 12th (NSQF level 4 or 5) from any Govt. recognised institute/ITI in Information & Communication Technology System Maintenance / Desktop Publishing Operator / Multimedia Animation & Special Effects / Data Entry Operator/ Database System Assistant.</p> <p><u>OR</u></p> <p>Full time three year Diploma after 10th from any Govt. recognised</p>	Post-qualification 4 years of experience (for NSQF level 5 and DOEACC level 'O') and 5 years of experience (for NSQF level 4) and 3 years of experience (for three year diploma after 10 th) in a reputed organization/educational institute for I.T. lab management (including software installation, networking and basic problem solving) and should essentially have the

Competency	Educational Qualification	Professional Qualification	Work Experience
		institute/ polytechnic in computer application or similar. <u>OR</u> NIELIT 'O' level course (NSQF level 5) of DOEACC Scheme after 12 th education.	proficiency in MS Office / video conferencing / browsing applications.

***Competency**

Competency	Department
A	Department of Fashion Technology, Fashion Design & Knitwear Design
B	Knitwear Design
C1	Fashion & Lifestyle Accessories / Foundation Programme
C2	Fashion & Lifestyle Accessories
D	Leather Design
E	Textile Design (Weaving / Testing)
F	Fashion Communication (Photography)
G	Fashion Management Studies (Computer /IT Labs)



RECRUITMENT RULES FOR NURSE

S. No	CATEGORIES	DETAILS
1.	Name of the Post	Nurse
2.	Number of Post	17 (2021)*
3.	Classification of the post	Group C
4.	Level in the Pay Matrix	Level-4
5.	Selection post or non-selection post	Non applicable
6.	Age - limit for Direct recruits on contract	27 years Maximum upper age-limit for NIFT employees may be relaxed upto five years or total length of service rendered (on regular and/or long-term contract basis) whichever is less.
7.	Educational and other Qualifications requirement for Direct Recruits on contract	i. B.Sc(Hons.) in Nursing from a recognized University or Institute / Regular course in B.Sc. Nursing from a recognized University or Institute / Post Basic B.Sc. (Nursing) from recognized University or Institute. ii. Registered as Nurse or Nurse and midwifery (RN or RN and RM) with State Nursing Council. iii. Six months experience in minimum fifty bedded hospital after acquiring the educational qualification mention above. OR i. Diploma in General Nursing and midwifery from a recognized Board or Council. ii. Registered as Nurse or Nurse and midwifery (RN or RN and RM) with State Nursing Council iii. Two and half years experience in minimum fifty bedded hospital after acquiring the educational qualification mention above.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of Promotion	Not applicable
9.	Period of probation if any	Two years
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	Direct Recruitment
11.	In case of recruitment by promotion/deputation or absorption grades from which promotion / deputation or absorption to be made	Not applicable
12.	If a Departmental Promotion Committee exists what is its composition	Not applicable

* Subject to variation depending upon workload

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