



## राष्ट्रीय फैशन प्रौद्योगिकी संस्थान

### National Institute of Fashion Technology

(A Statutory Institute governed by the NIFT Act 2006 and set up in 1986 under the Ministry of Textiles, Govt. of India)

निफ्ट कैम्पस, हाज़्र खास, निकट गुलमोहर पार्क, नई दिल्ली – 110016

NIFT Campus, Hauz Khas, Near Gulmohar Park, New Delhi-110016

Advt. No.: 06/Estt./HO/2021

Date of Publication: 03.11.2021

### **RECRUITMENT OF GROUP A & B POST ON DIRECT RECRUITMENT ON CONTRACT AND DEPUTATION BASIS**

National Institute of Fashion Technology (NIFT), a Statutory body under the Ministry of Textiles, Government of India and a premier Institute of Fashion Business Education with 17 Campuses located across the country, invites applications for direct recruitment on contract / deputation from Indian nationals in the prescribed proforma to the following posts:

Post Name	Pay Level/Pay Band	No. of Posts	Location	Type of appointment
Campus Director	Level- 13 (7 <sup>th</sup> CPC)/ PB-4 [Rs. 37400 - 67000/- + Grade Pay Rs. 8700/- (6 <sup>th</sup> CPC)]	03	Bhopal, *Chennai and Gandhinagar	Contract / Deputation
Director (Information Technology)	Level- 13 (7 <sup>th</sup> CPC)/ PB-4 [Rs. 37400 - 67000/- + Grade Pay Rs. 8700/- (6 <sup>th</sup> CPC)]	01	Head Office	Contract / Deputation
Project Engineer	Level- 13 (7 <sup>th</sup> CPC)/ PB-4 [Rs. 37400 - 67000/- + Grade Pay Rs. 8700/- (6 <sup>th</sup> CPC)]	01	Head Office	Contract / Deputation
Executive Engineer	Level- 11 (7 <sup>th</sup> CPC)/ PB-3 [Rs. 15600 - 39100/- + Grade Pay Rs. 6600/- (6 <sup>th</sup> CPC)]	03	Bengaluru, Delhi and Chennai	Deputation
Vigilance Officer	Level- 10(7 <sup>th</sup> CPC)/ PB-3 [Rs. 15600 - 39100/- + Grade Pay Rs. 5400/- (6 <sup>th</sup> CPC)]	01	Head Office	Deputation
Accounts Officer	Level- 10(7 <sup>th</sup> CPC)/ PB-3 [Rs. 15600 - 39100/- + Grade Pay Rs. 5400/- (6 <sup>th</sup> CPC)]	04	Head Office, Delhi, Kangra, Hyderabad and Patna	Deputation
Sr. Assistant Director (Administration.)	Level- 10(7 <sup>th</sup> CPC)/ PB-3 [Rs. 15600 - 39100/- + Grade Pay Rs. 5400/- (6 <sup>th</sup> CPC)]	11	Head Office(03), Bengaluru, Chennai, Delhi, Gandhinagar, Hyderabad, Kolkata, Kannur and Mumbai	Deputation
Head Resource Centre	Level- 10(7 <sup>th</sup> CPC)/ PB-3 [Rs. 15600 -	09	Bengaluru, Bhubaneswar, Hyderabad, Jodhpur, Kangra,	Deputation

	39100/- + Grade Pay Rs. 5400/- (6 <sup>th</sup> CPC)		Kannur, Panchkula, Patna and Shillong	
Assistant Director (Administration)	Level- 07(7 <sup>th</sup> CPC)/ PB-2 [Rs. 9300 - 34800/- + Grade Pay Rs. 4,600/- (6 <sup>th</sup> CPC)	10	Head Office(02), Bhopal, Bhubaneswar, Jodhpur, Kangra, Panchkula, Raebareli, Shillong and Srinagar	Deputation
Senior Librarian	Level- 07(7 <sup>th</sup> CPC)/ PB-2 [Rs. 9300 - 34800/- + Grade Pay Rs. 4,600/- (6 <sup>th</sup> CPC)	14	Bengaluru, Bhubaneswar, Chennai, Gandhinagar, Hyderabad, Jodhpur, Kannur, Kolkata, Mumbai, Panchkula, Patna, Raebareli, Shillong and Srinagar	Deputation
Computer Engineer	Level- 07(7 <sup>th</sup> CPC)/ PB-2 [Rs. 9300 - 34800/- + Grade Pay Rs. 4,600/- (6 <sup>th</sup> CPC)	02	Panchkula and Srinagar	Deputation
Senior Assistant (Administration)	Level- 06(7 <sup>th</sup> CPC)/ PB-2 [Rs. 9300 - 34800/- + Grade Pay Rs. 4,200/- (6 <sup>th</sup> CPC)	43	NIFT Head Office(08), Bengaluru, Bhopal, Bhubaneswar (2), Chennai(03), Delhi (02), Gandhinagar (03), Hyderabad (03), Jodhpur(02), Kangra(02), Kannur(03), Mumbai (02), Panchkula(02), Patna (02), Raebareli(02), Shillong(02), Srinagar, Surat and Varanasi	Deputation
Assistant Librarian	Level- 06(7 <sup>th</sup> CPC)/ PB-2 [Rs. 9300 - 34800/- + Grade Pay Rs. 4,200/- (6 <sup>th</sup> CPC)	16	Head Office, Bengaluru, Bhubaneswar, Chennai, Delhi, Gandhinagar, Hyderabad, Jodhpur, Kangra, Kannur, Kolkata, Mumbai, Panchkula, Patna, Raebareli and Shillong.	Deputation
Jr. Engineer (Electrical)	Level- 06(7 <sup>th</sup> CPC)/ PB-2 [Rs. 9300 - 34800/- + Grade Pay Rs. 4,200/- (6 <sup>th</sup> CPC)	08	Bhopal, Delhi, Jodhpur, Kangra, Panchkula, Raebareli, Shillong and Srinagar.	Deputation
Jr. Engineer (Civil)	Level- 06(7 <sup>th</sup> CPC)/ PB-2 [Rs. 9300 - 34800/- + Grade Pay Rs. 4,200/- (6 <sup>th</sup> CPC)	10	Bhopal, Bhubaneswar, Jodhpur, Kangra, Kannur, Panchkula, Patna, Raebareli, Shillong and Srinagar.	Deputation

**\* Appointment to the post of Campus Director, NIFT Chennai shall be subject to the outcome of WP No. 18158/2015, WP No. 18159/2015 and WP No. 18160/2015, pending adjudication before Hon'ble Madras High Court .**

**Above advertised post/s can be increased or decreased at the sole discretion of Competent Authority.**

## **2. ELIGIBILITY CONDITION:**

<b>Post Name</b>	<b>Educational and other qualifications required for direct recruitment on contract basis</b>	<b>Recruitment on Deputation</b>
<b>Campus Director</b>	<b>Qualification:</b>	Officers of the Central Govt. / State

	<p>Post Graduate Degree from recognized University / Institution</p> <p><b>Experience:</b> Twenty years of administrative / academic / managerial experience in Government Organization / Autonomous Body / Statutory Body / University / Institution out of which at least fifteen years at supervisory level (level – 10 or equivalent)</p> <p><b>Age : 50 years</b></p> <p>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.</p> <p><b>Period of contract</b> Period of contract shall be three years. Tenure can be extended for a maximum period of two more years.</p>	<p>Govt./ UT/ Autonomous Organization / PSUs holding analogous post on regular basis with at least 2 years experience on the post at the level of Director of Govt. of India or equivalent with relevant experience in administrative/ establishment/ admissions / Academic matters.</p> <p>Maximum age limit for appointment shall not exceed 56 years as on closing date of receipt of applications.</p> <p>Period of deputation shall be three years. Tenure can be extended for a maximum period of two more years.</p>
<p><b>Director (IT)</b></p>	<p><b>Qualification:</b> Masters Degree in Computer Science / Information Technology / Electronics &amp; Telecommunications / Communications/ Information Security Management / Software Systems from a Government recognized University / Institution.</p> <p><b>Experience:</b> The candidate must have a total 20 years of experience out of which 15 years in supervisory (Level 10 and above or equivalent) of managing IT infrastructure for high speed resilient LAN and WAN networks, Wireless Systems, Network Security devices; along with excellent understanding of System Analysis &amp; Design.</p> <p><b>Age : 50 years</b></p> <p>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.</p> <p><b>Period of contract</b> Period of contract shall be three years.</p>	<p>Officers of the Central Govt. / State Govt./ UT/ Autonomous Organization / PSUs holding analogous post on regular basis with experience in Computer Applications / IT with good understanding of Hardware/ Networking/ Internet / WAN Technology and competent in handling large computer systems, including System Analysis &amp; Design.</p> <p>Maximum age limit for appointment shall not exceed 56 years as on closing date of receipt of applications.</p> <p>Period of deputation shall be three years. Tenure can be extended for a maximum period of two more years.</p>

	Tenure can be extended for a maximum period of two more years.	
<b>Project Engineer</b>	<p><b>Qualification:</b> Post Graduate Degree in Civil Engineering from recognized University / Institution</p> <p><b>Experience:</b> Twenty years of experience in building project and maintenance work in Government Organization / Autonomous Body / Statutory Body /University / Institution out of which at least fifteen years at supervisory level (out of which fifteen years at supervisory level (level 10 or equivalent))</p> <p><b>Age : 50 years</b></p> <p>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.</p> <p><b>Period of contract</b> Period of contract shall be three years. Tenure can be extended for a maximum period of two more years.</p>	<p>Officers of the Central Govt. / State Govt./ UT/ Autonomous Organization / PSUs holding analogous post on regular basis with relevant experience in dealing with Building projects.</p> <p>Period of deputation shall be three years. Tenure can be extended for a maximum period of two more years. Maximum age limit for appointment shall not exceed 56 years as on closing date of receipt of applications.</p>
<b>Post Name</b>	<b>Recruitment by deputation</b>	<b>Period of deputation</b>
<b>Executive Engineer</b>	<p>Officers of the Central Govt. / State Govt./ UT/ Autonomous Organization / PSUs holding analogous post on regular basis or with at least five years of regular service in level – 10 with relevant experience in dealing with repair &amp; maintenance of Building and having qualification as mentioned below:</p> <ol style="list-style-type: none"> <li>1. Bachelor Degree in Civil Engineering from recognized University / Institution.</li> <li>2. Ten years of experience in building project and maintenance work in Government Organisation / Autonomous Body / Statutory Body / University/Institution out of which atleast seven years of experience at supervisory level (level – 10 or equivalent)</li> </ol>	<p>Period of deputation shall be three years. Tenure can be extended for a maximum period of two more years. Maximum age limit for appointment shall not exceed 56 years as on closing date of receipt of applications.</p>
<b>Vigilance Officer</b>	Officers of the Central Govt. / State Govt./ UT/ Autonomous Organization / PSUs	Period of deputation shall be three years. Tenure can be extended for a

	holding analogous post on regular basis or with at least two years of regular service in Level – 8 or with atleast three years of regular service in Level - 7 with relevant experience in dealing with Vigilance and Legal matters.	maximum period of two more years. Maximum age limit for appointment shall not exceed 56 years as on closing date of receipt of applications.
<b>Accounts Officer</b>	Officers of the Central Govt. / State Govt./ UT/ Autonomous Organization / PSUs holding analogous post on regular basis or with at least three years of regular service in Level-7 with experience in dealing with finance and accounts matters.	Period of deputation shall be three years. Tenure can be extended for a maximum period of two more years. Maximum age limit for appointment shall not exceed 56 years as on closing date of receipt of applications.
<b>Sr. Assistant Director (Administration)</b>	Officers of the Central Govt. / State Govt./ UT/ Autonomous Organization / PSUs holding analogous post on regular basis or with at least three years of regular service in Level-7 with relevant experience in Purchase Procedures / Establishment Matters / Admission Procedures / Administrative Matters.	Period of deputation shall be three years. Tenure can be extended for a maximum period of two more years. Maximum age limit for appointment shall not exceed 56 years as on closing date of receipt of applications.
<b>Head Resource Centre</b>	Officers of the Central Govt. / State Govt./ UT/ Autonomous Organization / PSUs holding analogous post on regular basis or with at least five years of regular service in Level-7 with relevant experience in Library Management.	Period of deputation shall be three years. Tenure can be extended for a maximum period of two more years. Maximum age limit for appointment shall not exceed 56 years as on closing date of receipt of applications.
<b>Assistant Director (Administration)</b>	Officers of the Central Govt. / State Govt./ UT/ Autonomous Organization / PSUs holding analogous post on regular basis or with at least five years of regular service in Level-6 with relevant experience in Purchase Procedures / Establishment Matters / Admission Procedures/ Administrative Matters.	Period of deputation shall be three years. Tenure can be extended for a maximum period of two more years. Maximum age limit for appointment shall not exceed 56 years as on closing date of receipt of applications.
<b>Senior Librarian</b>	Officers of the Central Govt. / State Govt./ UT/ Autonomous Organization / PSUs holding analogous post on regular basis or with at least five years of regular service in Level-6 with relevant experience in Library Management.	Period of deputation shall be three years. Tenure can be extended for a maximum period of two more years. Maximum age limit for appointment shall not exceed 56 years as on closing date of receipt of applications.
<b>Computer Engineer</b>	Officers of the Central Govt. / State Govt./ UT/ Autonomous Organization / PSUs holding analogous post on regular basis or with at least 5 years of service in Level-6 with experience in software development, management information system development, maintenance of data bank.	Period of deputation shall be three years. Tenure can be extended for a maximum period of two more years. Maximum age limit for appointment shall not exceed 56 years as on closing date of receipt of applications.
<b>Senior Assistant (Administration)</b>	Officers of the Central Govt. / State Govt./ UT/ Autonomous Organization / PSUs holding analogous post on regular basis or with at least ten years of regular	Period of deputation shall be three years. Tenure can be extended for a maximum period of two more years. Maximum age limit for appointment

	service in Level-4 with relevant experience in Purchase Procedures / Establishment Matters / Admission Procedures/ Administrative Matters.	shall not exceed 56 years as on closing date of receipt of applications.
<b>Assistant Librarian</b>	Officers of the Central Govt. / State Govt./ UT/ Autonomous Organization / PSUs holding analogous post on regular basis or with at least ten years of regular service in Level-4 with relevant experience in Library Management.	Period of deputation shall be three years. Tenure can be extended for a maximum period of two more years. Maximum age limit for appointment shall not exceed 56 years as on closing date of receipt of applications.
<b>Jr. Engineer (Electrical)</b>	Officers of the Central Govt. / State Govt./ UT/ Autonomous Organization / PSUs holding analogous post on regular basis or with at least six years of regular service in Level-5 or with atleast ten years of regular service in level – 4 with relevant experience in erection, running and maintenance of different types of electrical installations and appliances including underground cable system.	Period of deputation shall be three years. Tenure can be extended for a maximum period of two more years. Maximum age limit for appointment shall not exceed 56 years as on closing date of receipt of applications.
<b>Jr. Engineer (Civil)</b>	Officers of the Central Govt. / State Govt./ UT/ Autonomous Organization / PSUs holding analogous post on regular basis or with at least six years of regular service in Level-5 or with atleast ten years of regular service in level – 4 with relevant experience in Civil constructions and maintenance work of major projects.	Period of deputation shall be three years. Tenure can be extended for a maximum period of two more years. Maximum age limit for appointment shall not exceed 56 years as on closing date of receipt of applications.

### 3. IMPORTANT INSTRUCTIONS / INFORMATION

#### a) While applying on Deputation basis:

- i) No provision for reservation exists for the posts to be filled up on deputation basis.
- ii) All applicants must fulfil the eligibility conditions for the post and the other conditions stipulated in the advertisement as on the last date of receipt of the applications. They are advised to satisfy themselves before applying that they possess at least the essential qualifications and/or experience laid down for the post as on the last date of receipt of the applications. No enquiries with reference to eligibility will be entertained.
- iii) Application for only in the prescribed proforma (as per **Annexure-I**) for deputationist only of the eligible candidates whose services can be spared immediately on selection from the Competent Authority alongwith the following documents duly forwarded through proper channel (a to e):
  - a) Integrity Certificate **(in original) (Annexure – II)**
  - b) List of major/minor penalties imposed, if any, on the official during the last 10 years; if no penalty has been imposed a “NIL” certificate should be enclosed **(in original) (Annexure – III)**
  - c) Vigilance Clearance Certificate **(in original) (Annexure – IV)**
  - d) Cadre Clearance Certificate **(in original) (Annexure – V)**
  - e) Attested photocopies of the APARs **(Annexure – VI)** of last five years (2015-16 to 2019-20) failing which the application will not be considered. Each page should be attested by an officer not below the rank of an Under Secretary to the Govt. of India.

If the APARs in the parent department is maintained in Grade Point(year wise), then the same is needed to be submitted in Grade (year wise) e.g. Outstanding, Very Good, Good, Average, Below Average, Poor and Fail only. If due to some administrative reason, APAR of any year is under process/ can not be submitted, then one year back APAR will be accepted.

**Applicants are advised to send their application only through proper channel. Applications sent directly or as an advance copies shall not be entertained.**

- iv) The concerned University/Institution/Department/Competent Authority, while forwarding the application shall certify that the applicant, if selected, will be relieved to take up the appointment within one month of the receipt of the offer of appointment.
- v) The pay of the selected candidate will be regulated under the provisions contained in the DoP&T O.M. No. 6/8/2009-Estt.(Pay II) dated 17.06.2010 as amended from time to time.

**b) While applying on Direct Recruitment on Contract basis:**

- i) Applications to be filled-up only in the prescribed proforma (as per **Annexure- VII**) for Direct Recruitment on contract basis.
- ii) Age relaxation to SC/ST/OBC/PWD candidates as per Gol rules.
- iii) The Candidates who are voluntary retired, not working, working in private university / organisation, who are eligible, need to submit an undertaking/self-declaration to the effect that:

**No penalty has ever been imposed on him/her and he/she has never been convicted by any Court of Law.**

- iv) In service candidates working in Offices of Central Govt. / State Govt./UR/Autonomous Organisations/ PSU applying for post on Contract have to submit Integrity Certificate (Annexure-II) and Vigilance Clearance Certificate (Annexure-IV) and application must be forwarded through proper channel.

**c) GENERAL INSTRUCTIONS FOR DEPUTATION AND DIRECT RECRUITMENT ON CONTRACT BASIS:**

- i) The applicant must be a citizen of India.
- ii) The prescribed qualifications are the minimum and the mere possession and fulfilling the essential and desirable qualification does not entitle the applicants to be called for the interview.
- iii) All applicants must fulfil the essential requirements of the post and other conditions stipulated in the advertisement as on the last date of receipt of the applications. They are advised to satisfy themselves before applying that they possess at least the essential qualifications and experience laid down for the post as on the last date of receipt of applications. No enquiries with reference to eligibility will be entertained.
- iv) The application should be accompanied by self-attested copies of the relevant educational qualification, experience and caste/category certificate (wherever applicable).

Incomplete applications that are not accompanied with the required certificates/documents or unsigned applications are liable to be rejected.

- v) All employment under Government of India/ State Government etc. like adhoc, contract, part time which are not permanent i.e. not holding substantive post/ lien shall be treated as temporary.
- vi) If any document/ certificate is furnished in a language other than Hindi or English, a Hindi or English transcript of the same, duly attested by the candidate is to be submitted.
- vii) The date for determining the upper age limit, qualifications and experience shall be the closing date prescribed for receipt of applications.
- viii) Persons with disabilities (PWD) fulfilling the eligibility conditions are encouraged to apply.
- ix) **Only outstation candidates called and found eligible for interview / interaction will be paid to and fro single second class rail fare** from the actual place of undertaking the journey or from the normal place of their residence whichever is nearer to Railway Station on production of Rail Tickets / Rail Ticket Numbers or any other proof of journey for the purpose of attending the interview.
- x) Any discrepancy found between the information given in application and as evident in original documents will make the candidate ineligible for appearing in interview/interaction. Such candidate will not be paid any fare.
- xi) Due to spread of the corona virus outbreak / lockdown, the dates and mode of interview / interaction will be communicated through email only to the shortlisted candidates. The mode of interview / interaction may be either offline or through online mode which will be at the sole discretion of the Competent Authority.
- xii) Suppression of factual information, production of fake documents, providing false or misleading information or any other undesirable action by the candidate shall lead to cancellation of his/her candidature.
- xiii) In case, any defect/discrepancy is detected at any point of time in future even after appointment that the candidate is not eligible as per the prescribed qualification, experience, etc. which could not be detected at the time of test/interview due to various circumstances, his/her appointment shall be liable for termination forthwith without any notice.
- xiv) The decision of the NIFT in all matters relating to eligibility, acceptance or rejection of applications, mode of selection, conduct of interview will be final and binding on the candidates.
- xv) Canvassing in any form and / or bringing any influence political or otherwise will be treated as a disqualification for the post.
- xvi) **NO INTERIM ENQUIRY OR CORRESPONDANCE WILL BE ENTERTAINED.** Candidates are advised to visit NIFT website for updates.



- xvii) No application under RTI Act, 2005 shall be entertained during the entire recruitment process.
- xviii) Employment in Institute shall be governed by the Rules and Regulations, service conditions, as notified by the Institute from time to time.
- xix) Applications from employees of Government Departments and/or PSUs/autonomous bodies under Government will be considered only if forwarded through proper channel, certified by the employer that the applicant, if selected will be relieved within one month of the receipt of the appointment orders. Vigilance clearance should also be recorded.
- xx) The institute reserves the right to modify/ withdraw the notification at any time. The Institute also reserves the right of rejecting any or all the applications without assigning any reasons thereof.
- xxi) Applicants are advised to enter correct/valid data in respect of various information as provided in the application form. Incorrect details, if entered, by any applicant could result in summarily rejection of the applicant at any stage of the recruitment process.
- xxii) All correspondence and communication from the Institute including interview/interaction letter, if any, shall be sent only to the e-mail address provided by the applicant in the application form or uploaded on NIFT website [www.nift.ac.in](http://www.nift.ac.in)
- xxiii) Institute shall process the applications entirely on the basis of information / documents submitted by the candidates. In case the information/documents are found to be false /incorrect by way of omission or inclusion, the responsibility and liability shall lie solely with the applicant and the applicant alone would be responsible for consequences, if any.
- xxiv) If at any stage during the selection process, or after issuing an appointment letter, it is found that there was any misrepresentation or false information submitted by any candidate, or that the appointment has been obtained based on false or incorrect information by any candidate or in case of any inadvertent mistake in the process of selection, which may be detected at any stage even after issuing an appointment letter, the Institute reserves the right to modify/withdraw/cancel any communication made to,or any appointment letter issued to the applicant.
- xxv) Application once made will not be allowed to be withdrawn nor can it be held in reserve for any other recruitment/ transferable to any other post or selection process.
- xxvi) Candidates who are desirous of applying for more than one post will have to submit separate application form for each post.
- xxvii) The prescribed application fee will be applicable to applicants who wish to apply for Direct Recruitment on contract basis.
- xxviii) In case of any dispute/ambiguity that may occur in the process of selection, the decision of NIFT shall be final.
- xxix) **APPLICATION FEE:** SC/ST/PWD/Women candidates and NIFT employees (working on regular or long-term contract) are exempted from payment of application fee. The

candidates are required to pay application fee of Rs. 1,180/-(Rs.1,000/- plus GST “ 18% i.e. Rs. 180/-) (For Direct Recruitment on contract only) through Demand Draft/ Banker’s Cheque drawn in favour of NIFT, payable at New Delhi. Demand Draft should have been drawn on or after publication of the advertisement. Applicant must write his / her name, address, mobile no and post applied for on back of the demand draft. Fee once paid will not be refunded under any circumstances.

xxx) **SELECTION PROCESS:** Selection shall be on the basis of the performance in the personal interview / interaction or any other Selection criteria fixed by the NIFT/Selection Committee.

xxxii) For details, please visit the Institute’s website: [www.nift.ac.in](http://www.nift.ac.in)

xxxii) Any addendum / corrigendum shall be posted only on the website of the Institute.

xxxiii) **HOW TO APPLY:**

The application alongwith relevant documents self-attested copies in support of qualification, experience, age, caste certificate (where applicable) and non-refundable demand draft(where applicable) on account of application fee may be forwarded to “**The Registrar, NIFT Campus, Hauz Khas, Near Gulmohar Park, New Delhi-110016**” latest by **17.12.2021**

\*\*\*\*\*

<b>BIO-DATA / CURRICULUM VITAE PROFORMA (While applying on Deputation basis)</b>		Affix your recent passport size photograph duly self attested by signing across in full
Advertisement No: 06/Estt./HO/2021		Post applied for: _____
1.	<b><u>Choice of preferred location of NIFT-H.O./ Campuses:</u></b>  1. _____  2. _____  3. _____	
2	Name (In Capital Letters)	
3	Correspondence address	
4	Date of Birth (in Christian Era)	
5	Date of Retirement under Central Govt. Rules.	
6	Educational Qualifications (Starting from highest qualification to lowest. Encloses a separate sheet, duly authenticated by your signature, if the space below is insufficient)	
7	Do you hold analogous post on regular basis in the parent cadre or department/Ministry	
8	Have you rendered the required number of years of service in the grade rendered after appointment thereto on regular basis in the relevant Pay Band alongwith Grade Pay or equivalent in the parent cadre or department.	
9	Do you possess eligibility conditions as indicated in the vacancy circular for which you are applying (Please mention 'Yes' or 'No' as applicable)	

10	Details of employment in chronological order (Starting from entry in the Service). Encloses a separate sheet, duly authenticated by your signature, if the space below is insufficient)						
	<b>Office / Organization</b>	<b>Post held with scale of pay</b>	<b>Period of service</b>		<b>Nature of appointment (Regular / Ad-hoc / Deputation)</b>	<b>Basic Pay (Revised)</b>	
			<b>From</b>	<b>To</b>		<b>Pay in PB</b>	<b>G.P.</b>
	<b>(1)</b>	<b>(2)</b>	<b>(3)</b>	<b>(4)</b>	<b>(5)</b>	<b>(6)</b>	<b>Basic Pay (8)</b>
11	Nature of present employment i.e. Ad-hoc or Temporary or Permanent						
12	In case the present employment is held on deputation, please state: a) The date of initial appointment b) Period of appointment on deputation c) Name of parent office/Organization to which you belong to						
13	Are you in revised scale of pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale						
	<b>Date</b>	<b>Pay scale (pre-revised)</b>	<b>Basic Pay (pre-revised)</b>	<b>Date of revision of pay</b>	<b>Revised scale of pay and Pay Level</b>	<b>Revised basic pay</b>	
	<b>(1)</b>	<b>(2)</b>	<b>(3)</b>	<b>(4)</b>	<b>(5)</b>	<b>(6)</b>	
14	Total emoluments drawn per month as on the date of applying against this Vacancy Circular.						
15	Additional information, if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet if the space is insufficient.						
16	Full postal address including PIN Code number of the Forwarding Authority with name, telephone number and E-mail Address of the Forwarding Authority.						
17	Whether belongs to SC/ST						
18	Remarks, if any						
	<b>Signature of the Candidate</b>						
	Name of the Candidate						
	Complete Office Address						
	E-mail address of the candidate						
	Telephone Number of the candidate						
	Mobile Number of the candidate						
	Date :						
	Place:						

**INTEGRITY CERTIFICATE**

After scrutinizing the Service records of Shri/Smt./Ms. \_\_\_\_\_ who has applied for deputation to the post of \_\_\_\_\_ NIFT, it is certified that his/her integrity is beyond doubt.

(To be signed by an officer of the rank of Deputy Secretary or above)

Signature of the Forwarding Authority	
Name and Designation	
Official Seal	
Complete Office Address	
Email address of the Forwarding Authority	
Telephone Number of the Forwarding Authority	
Date	

**NO PENALTY CERTIFICATE**

Certified that no major/minor penalty has been imposed on Shri/Smt./Ms. \_\_\_\_\_, who has applied for deputation to the post of \_\_\_\_\_ in NIFT.

- i. \*No major/minor penalty has been imposed on him/her during the last ten years.
- ii. \*A list of major/minor penalties imposed on him/her during the last ten years is enclosed.

*(\*Strike out which is not applicable)*

Signature of the Forwarding Authority	
Name and Designation	
Official Seal	
Complete Office Address	
Email address of the Forwarding Authority	
Telephone Number of the Forwarding Authority	
Date	

**VIGILANCE CLEARANCE CERTIFICATE**

Certified that no vigilance case or disciplinary proceeding or criminal proceeding is either pending or contemplated against Shri/Smt./Ms. \_\_\_\_\_, who has applied for deputation to the post of \_\_\_\_\_ in NIFT.

Signature of the Forwarding Authority	
Name and Designation	
Official Seal	
Complete Office Address	
Email address of the Forwarding Authority	
Telephone Number of the Forwarding Authority	
Date	

**CADRE CLEARANCE CERTIFICATE**

This office has no objection to Shri/Smt./Ms. \_\_\_\_\_ applying for the post of \_\_\_\_\_ on deputation basis in NIFT. It will be possible to relieve Shri/Smt./Ms. \_\_\_\_\_ from this Office without any delay, in case he/she is selected for the said post of \_\_\_\_\_.

It is also certified that particulars furnished by Shri/Smt./Ms. \_\_\_\_\_ are correct and he/she possesses educational qualification and experience mentioned in the Vacancy Circular.

Signature of the Forwarding Authority	
Name and Designation	
Official Seal	
Complete Office Address	
Email address of the Forwarding Authority	
Telephone Number of the Forwarding Authority	
Date	



**FORWARDING OF APARS FOR LAST FIVE YEARS**

APARs for the last five years duly attested (by an officer not below the rank of an Under Secretary to the Government of India) in respect of Shri/Smt./Ms. \_\_\_\_\_, who has applied for deputation to the post of \_\_\_\_\_ NIFT, are attached herewith as per the details given below:

Sl. No.	Year	Overall Grading	Reference page no. of APAR
1.	2015-16		
2.	2016-17		
3.	2017-18		
4.	2018-19		
5.	2019-20		

**Note:** If due to some administrative reason, APAR of any year is under process/ can not be submitted, then one year back APAR will be accepted.

Signature of the Forwarding Authority	
Name and Designation	
Official Seal	
Complete Office Address	
Email address of the Forwarding Authority	
Telephone Number of the Forwarding Authority	
Date	

## राष्ट्रीय फैशन प्रौद्योगिकी संस्थान

### National Institute of Fashion Technology

(A Statutory Institute governed by the NIFT Act 2006 and set up in 1986 under the Ministry of Textiles, Govt. of India)

**निफ्ट कैंपस, हौज़ खास, निकट गुलमोहर पार्क, नई दिल्ली – 110016**

NIFT Campus, Hauz Khas, Near Gulmohar Park, New Delhi-110016

#### **APPLICATION FOR APPOINTMENT DIRECT RECRUITMENT ON CONTRACT BASIS**

(All the columns are to be filled neatly in capital letters)

(Please tick appropriate brackets below as applicable)

Affix your recent  
passport size photograph  
duly self attested  
by signing across in full

1.	<b>Choice of preferred location of NIFT-H.O./ Campuses:</b>					
	1. _____					
	2. _____					
	3. _____					
2.	Advertisement No.					
3.	Post applied for	:				
4.	Demand Draft/ Banker's Cheque Payment Detail	:	Bank Name	DD No. / Banker's Cheque No.	Date	Amount(Rs.)
5.	Name of the Applicant (in block letters)	:				
6.	Gender	:	Male ( )	Female ( )	Transgender ( )	
7.	Father's /Husband's name	:				
8.	Whether citizen of India	:	Yes ( ) No ( )			
			If yes, whether- Domicile ( ) By birth ( )			
			If foreign nationals, please state nationality with supporting documents			
9.	NIFT Employee	:	Yes( ) No ( )			
10.	i) Whether Council / Government / Autonomous Bodies / PSU Employee	:	Yes( ) No ( )			
	ii) Others (Please specify)		.....			
11.	Correspondence Address with pin code	:				
			Pincode			

12.	Permanent Address with pin code	:				
			Pincode			
13.	Contact Details	:	Phone No.			
			e-mail:			
14.	Nearest Railway Station	:				
15.	Date of Birth	:	(DD/MM/YYYY)			
16.	Age as on closing date of application	:	Years	Months	Days	
17.	Community (Tick and enclose attested copy of certificate)	:	SC( ) ST( ) OBC( ) PWD( ) UR( ) EWS ( ) (If PWD, please also tick SC/ST/OBC/UR as applicable)			
18.	Are you related to any NIFT employee, working in any campus/HO on Regular or Contract basis, if so please state:					
	Name	Designation	NIFT Campus where working		Relationship	
19.	Particulars of all examinations passed and degrees and technical qualifications obtained at College, University or other Institutions of technical education (commencing with the Matriculation or equivalent examination) :					
	Sl. No.	Examination/Degree / Diploma	Name of College/ Institution/University	Year of passing	Subjects/ Specialization	Percentage of Marks*
20.	Professional training, if any :					
21.	Work Experience, starting from the present employment: (Furnish a resume of work experience with supporting documents, if any, separately)					
	Name and address of the employer	Post held	Period From	Period To	Permanent / Temporary	Salary & Grade
	<b>Total Experience:</b>					
22.	Are you under any bond / contractual obligation to serve Central / State Government / PSU / Autonomous or any other body? If yes, give details:					
23.	Joining time required from date of offer of appointment, if selected		Minimum:			
			Maximum:			

24.	Details of Honours, Awards, Publications & Patents (Attach a signed separate sheet for details)	
25.	Any other relevant information (Attach additional sheets)	
26.	List of enclosures: Please enclose all passing certificates & marks sheets from class 10th and onwards. For Diploma, Graduation, Post-graduation & other higher qualifications marks sheets of each year is required to be enclosed. Experience Certificates should be in the order specified at serial number 20.	
	(1)	(7)
	(2)	(8)
	(3)	(9)
	(4)	(10)
	(5)	(11)
	(6)	(12)

**OBC–Other Backward Class, SC–Scheduled Caste, ST–Scheduled Tribe,  
PWD–Person with Disability,UR-Unreserved, EWS-Economically Weaker Section**

27. Please attach a Statement of Purpose (SOP) not exceeding 1000 words covering the following:

- (a) Why do you wish to join NIFT?
- (b) Why you think you are suitable for the job?
- (c) How will you bring value to NIFT?
- (d) What has been a significant defining experience in your professional life?

**DECLARATION**

I hereby declare that all the statements made in this application are true and complete to the best of my knowledge and belief and nothing has been concealed/ distorted. I am aware that, if at any time I am found to have concealed/withheld/distorted any material information, or furnished false particulars, my appointment is liable to be summarily terminated without notice.

I have informed my employer in writing that I am applying for the above post (in case of candidate who is already employed) and shall produce the no objection certificate to attend the interview/ test, if called, and relieving order at the time of joining NIFT, if selected.

PLACE:

DATE:

**(SIGNATURE OF CANDIDATE)**