



राष्ट्रीय फैशन प्रौद्योगिकी संस्थान/National Institute of Fashion Technology
(वस्त्र मंत्रालय, भारत सरकार)/ (Ministry of Textiles, Govt. of India)
निफ्ट कैम्पस, दूरभाष नगर / NIFT Campus, Doorbhash Nagar
रायबरेली - 229010 (उ०प्र०)/ Raebareli - 229010 (UP)

Recruitment of Administrative Staff on Regular Basis

Advt. No. 9002(29)/2021

In continuation to the advt. number 9002(29)/2021 dated 25.09.2021, Applications are invited from the eligible candidates in the prescribed format for filling up Group-C posts of Assistant (Finance & Accounts), Junior Assistant, Lab Assistant, Machine Mechanic, Assistant Warden (Girls), Nurse & Stenographer Gr.-III **on Regular basis** through direct recruitment for National Institute of Fashion Technology, Raebareli Campus and Varanasi Extension Centre. The details are mentioned below:

<u>Raebareli Campus</u>										
S. No.	Name of the cadre	Campus	Pay Band	Details of Vacancies						
				UR	SC	ST	OBC	EWS	PWD	Total
1	Machine Mechanic	Raebareli	LEVEL-4	2	-	-	-	-	-	2
2	Stenographer Gr.-III	Raebareli	LEVEL-4	1	-	-	-	-	-	1
3	Assistant Warden - Girls	Raebareli	LEVEL-4	1	-	-	-	-	-	1
4	Nurse	Raebareli	LEVEL-4	1	-	-	-	-	-	1
5	Junior Assistant	Raebareli	LEVEL-2	3	1	-	2	-	1	7
6	Lab Assistant	Raebareli	LEVEL-2	1	-	-	1	-	1	3

<u>Varanasi Extension Centre</u>										
S. No.	Name of the cadre	Campus	Pay Band	Details of Vacancies						
				UR	SC	ST	OBC	EWS	PWD	Total
1	Assistant (Finance & Accounts)	VEC	LEVEL-4	1	-	-	-	-	-	1
2	Lab Assistant	VEC	LEVEL-2	1	-	-	-	-	-	1

Age relaxation for eligible candidate shall be considered as per Govt. Rules (For SC/ST Candidates: 05 Years and for OBC candidates: 03 Years).

Reservation for the Persons with Benchmark Disabilities - The following posts have been identified suitable for reservation are mentioned below:

S. No.	Post identified	Physical requirements of the post	Benchmark disability	No. of posts reserved
1	Junior Assistant	S, ST, W, MF, RW, SE, C	a) B, LV b) D, HH c) OA, OL, BA, BL, OAL, CP, LC, Dw, AAV, MDy. d) ASD (M), SLD, MI e) MD involving (a) to (d) above	01
2	Lab Assistant	S, ST, W, BN, RW, SE, H, C, MF	a) B, LV b) D, HH c) OA, OL, BA, OAL, CP, LC, Dw, AAV d) ASD (M, MoD), SLD, MI e) MD involving (a) to (d) above	01

FUNCTIONAL REQUIREMENT ABBREVIATIONS USED: S=Sitting, ST=Standing, W=Walking, BN=Bending, L=Lifting, KC=Kneeling & Crouching, JU=Jumping, CRL= Crawling, CL=Climbing, PP=Pulling & Pushing, MF=Manipulation with Fingers, RW=Reading & Writing, SE=Seeing, H=Hearing, C=Communication

CATEGORY ABBREVIATIONS USED: 8=Blind, LV=Low Vision, D=Deaf, HH= Hard of Hearing, OA=One Arm, OL=One Leg, BA=Both Arms, BL=Both Leg, OAL=One Arm and One Leg, BLOA=Both Leg & One Arm, BLA=Both Legs Arms, CP=Cerebral Palsy, LC=Leprosy Cured, Dw=Dwarfism, AAV=Acid Attack Victims, MDy= Muscular Dystrophy, ASD= Autism Spectrum Disorder (M= Mild, MoD= Moderate), 10= Intellectual Disability, SLD= Specific Learning Disability, MI= Mental Illness, MD=Multiple Disabilities

Last date of receipt of application is 14.06.2022. For Eligibility criteria, Application form, fee and other details; please visit our website www.nift.ac.in/raebareli/ - Director, NIFT Raebareli

IMPORTANT INSTRUCTIONS

Candidates should read the instructions and conditions carefully, before applying.

For posts to be filled up on Regular basis:

A Demand Draft for the requisite fee as indicated below should be drawn in favour of **NIFT, payable at Raebareli.**

S. No.	Name of the Post	Fee for General Category / OBC/ EWS Candidates (Rs.)	Fee for SC/ST/Women/ PWD candidates (Rs.)
1.	Machine Mechanic	500	Nil
2.	Stenographer Gr.-III	500	Nil
3.	Assistant Warden - Girls	500	Nil
4.	Assistant (Finance & Accounts)	500	Nil
5.	Nurse	500	Nil
6.	Junior Assistant	500	Nil
7.	Lab Assistant	500	Nil

Employees of NIFT are not exempted from payment of application fee.

Note: -

- i) Fee once paid will not be refunded under any circumstances.
- ii) The candidates applying for more than one post, shall be required to pay applicable fee for each post additionally.
- iii) Demand draft should have been drawn on or after the date of this publication of advertisement.
- iv) Candidates must write his / her name, address and post applied for, on back of the demand draft.

Selection Process: -

The Selection Process to the above posts will include written test and Skill / Competency test. However, the Skill Test will be only of qualifying in nature.

How to apply: -

- a) Application forms can be downloaded from our website (<http://www.nift.ac.in/raebareli/>). Applications in the prescribed proforma should be addressed to The Director, National Institute of Fashion Technology, NIFT Campus, Doorbhash Nagar, Raebareli-229010 and be superscripted as "Application for the post of _____" on the envelope. Self-attested copies of certificates and testimonials in proof of age/educational qualifications/caste/experience etc. should be attached with the applications form. The Demand draft drawn in favour of "NIFT" payable at "Raebareli" should also be attached with the application form. The demand draft should not be tagged or stapled but should be pinned or clipped at the top of the application form.

- b) The candidates shall be required to mention their correct and active email address and Mobile number in their application form at prescribed place, as all the correspondence like issuance of call letters/ admit cards or any other information will be communicated through email only.
- c) Any updates with regard to this recruitment process shall be published on NIFT Raebareli's website (<http://www.nift.ac.in/raebareli/>).
- d) While applying for the posts of Machine Mechanic- Competency C and D / Lab Assistant – Competency A, C2, E, F and G candidates should mention their competency (Fashion Design/Fashion & Lifestyle Accessories/ Fashion Communication/Fashion Management Studies-Computer/IT Labs/Textile Design) as per the details/ instructions given on website.
- e) Those candidates who are employed in Govt./Semi Govt./Autonomous Bodies etc. should send their applications **through Proper Channel**. However, they may send an advance copy of the Application.
- f) The date and venue for the written /skill or competence test will be intimated to the provisionally shortlisted candidates only.
- g) Certificate in support of experience should be given by Appropriate Authority clearly mentioning the period and nature of work done in that particular organization / Institution.
- h) For availing the benefits of Other Backward Classes & EWS, the candidate would be required to produce the latest non-creamy layer certificate/ EWS (whichever is applicable) on the prescribed format applicable for appointment to the posts of Central Government.
- i) The selected candidate will be posted initially at Raebareli campus or Varanasi Extension Centre as per the requirement of the Institute and can be posted to any NIFT Campus in public interest.
- j) The selection process shall have two tier tests. Tier-I will consist Skill or Competency Test for the post. Tier -II will consist of objective type written examination. It will comprise of Basic English & Hindi Language, General Awareness, Logical Reasoning, Basic Arithmetic.

General Conditions:

1. Institute reserves the right to increase or decrease the no. of posts, as per the requirement, without prior notice.
2. Mere fulfilling of essential qualifications and experience requirement would not entail a candidate to be called for test. All candidates are advised to be in touch with our website (<http://www.nift.ac.in/raebareli/>) for any update/ information with regard to the recruitment process. The decision of the Institute in this regard would be final and binding on all.
3. NIFT reserves the right to cancel the whole process of Recruitment at any stage without assigning any reason.

4. Incomplete/unsigned applications and applications received without fee/ photograph/ certified copies of required certificates such as educational qualifications, caste/community etc. and those received after the prescribed last date, will summarily be rejected without any communication to the candidate. No further correspondence will be entertained in this regard.
5. Latest Caste Certificate for SC/ST/OBC (Non-creamy) in the format prescribed for Central Govt. and valid PWD Certificate shall be submitted along with completed application form. **OBC Certificate shall be valid for the current Financial Year.**
6. NIFT will not be responsible for any postal delay / loss in transit in submission of application within specified time.
7. Cut-off date for Age, Work Experience, Educational/ Professional Qualification etc. shall be considered as on **27.10.2021.**
8. Wrong declarations/concealment of facts/submissions of false information or any other action contrary to law shall lead to cancellation of the candidature at any stage.
9. The Selection shall be done against the vacancies considering the requirement of the Institute and strictly as per the merit by following Reservation Policy of Govt. of India.
10. No TA/DA shall be payable to any candidate for attending written/ Skill/ Competency test.
11. In case of any dispute, the decision of the Director, NIFT Raebareli shall be final.

(Director, NIFT Raebareli)

Eligibility requirements for posts on Regular basis

Assistant Warden (Female)

S. No.	CATEGORY	DETAILS
1	Name of the Post	Assistant Warden (Female)
2	Classification of the post	Group C
3	Level in the Pay Matrix	Level-4
4	Age limit for Direct recruits	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.
5	Educational and other qualifications required for Direct Recruits	Qualification: Graduate from a recognized University/Institution Experience: One-year experience as Assistant Warden in an Educational Institution under Central Government/ State Government/ Autonomous Bodies

Age relaxation for eligible candidate shall be considered as per Govt. Rules (For SC/ST Candidates: 05 Years and for OBC candidates: 03 Years).

Eligibility requirements for posts on Regular basis

Stenographer (Grade - III)

S. No.	CATEGORY	DETAILS
1	Name of the Post	Stenographer (Grade - III)
2	Classification of the post	Group C
3	Level in the Pay Matrix	Level-4
4	Age limit for Direct Recruits	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.
5	Educational and other qualifications required for Direct Recruits	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

Age relaxation for eligible candidate shall be considered as per Govt. Rules (For SC/ST Candidates: 05 Years and for OBC candidates: 03 Years).

Eligibility requirements for posts on Regular basis

Assistant (Finance & Accounts)

S. No.	CATEGORY	DETAILS
1	Name of the Post	Assistant (Finance & Accounts)
2	Classification of the post	Group C
3	Level in the Pay Matrix	Level-4
4	Age limit for Direct Recruits	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.
5	Educational Qualifications and experience for Direct Recruits	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

Age relaxation for eligible candidate shall be considered as per Govt. Rules (For SC/ST Candidates: 05 Years and for OBC candidates: 03 Years).

Eligibility requirements for posts on Regular basis
Nurse

S. No.	CATEGORY	DETAILS
1	Name of the Post	Nurse (Female)
2	Classification of the post	Group C
3	Level in the Pay Matrix	Level-4
4	Age limit for Direct Recruits	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.
5	Educational and other Qualifications required for Direct Recruits	<p>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.</p> <p>ii. Registered as Nurse or Nurse and midwifery (RN or RN and RM) with State Nursing Council.</p> <p>iii. Six months experience in minimum fifty bedded hospital after acquiring the educational qualification mention above.</p> <p>OR</p> <p>i. Diploma in General Nursing and midwifery from a recognized Board or Council.</p> <p>ii. Registered as Nurse or Nurse and midwifery (RN or RN and RM) with State Nursing Council.</p> <p>iii. Two and half years' experience in minimum fifty bedded hospital after acquiring the educational qualification mention above.</p>

Age relaxation for eligible candidate shall be considered as per Govt. Rules (For SC/ST Candidates: 05 Years and for OBC candidates: 03 Years).

Eligibility requirements for posts on Regular basis
Machine Mechanic

S. No.	CATEGORY	DETAILS
1	Name of the Post	Machine Mechanic
2	Classification of the post	Group C
3	Level in the Pay Matrix	Level-4
4	Age limit for Direct Recruits	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.

Age relaxation for eligible candidate shall be considered as per Govt. Rules (For SC/ST Candidates: 05 Years and for OBC candidates: 03 Years).

Candidates should indicate their relevant competency Code, as per list given below, in their application form

Competency Code	Educational qualification, Professional Qualification and Experience for Direct Recruitment
Competency - C (Fashion & Lifestyle Accessories/ Foundation Programme)	<p>Educational qualification: 10th or above</p> <p>Professional Qualification: Full time two years Diploma after 10th from Recognized ITI/NSTI/IDTR/IGTR/NCVT National Apprenticeship Certificate (NAC) or National Trade Certificate (NTC) in trade of Fitter/Turner/Machinist/ Mechanic/Tools & Die Maker (NSQF level 5).</p> <p><u>OR</u></p> <p>Full time 3 years Diploma after 10th in Mechanical Engineering branch from AICTE approved Institute/Recognized Board University.</p> <p>Work Experience: 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 field 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.</p>

Competency - D	Educational qualification: 10 th or above
Leather Design	<p>Professional Qualification: Full time three years Diploma after 10th from Recognized State/Central Board of Technical Education and Training in Mechanical Engineering/Mechatronics Engineering/Instrumentation Technology.</p> <p><u>OR</u></p> <p>Full time two years Diploma from Recognized ITI/NSTI/IDTR/IGTR after 10th in Machinist/ Mechanic Machine Tools Maintenance/Technician Mechatronics/Textile Mechatronics (NSQF level 5)</p> <p><u>OR</u></p> <p>Full time two years Diploma after 12th from Recognized ITI/NSTI/IDTR/IGTR in Instrument Mechanic/ Mechanic Industrial Electronics (NSQF level 5).</p> <p><u>OR</u></p> <p>Full time Six months NCVT certificate in Industrial Sewing Machine Technician (NSQF level 3).</p> <p>Work Experience: 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 organization/ Training Institute.</p>

Eligibility requirements for posts on Regular basis
Junior Assistant

S. No.	CATEGORY	DETAILS
1	Name of the Post	Junior Assistant
2	Classification of the post	Group C
3	Level in the Pay Matrix	Level-2
4	Age limit for direct recruits	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.
5	Educational and other qualifications required for direct recruits	<ul style="list-style-type: none"> i. Passed 10+2 examination from a Board or its equivalent recognized by the Government. ii. A typing speed of 30 wpm in English or 25 wpm in Hindi iii. Computer proficiency, which includes: <ul style="list-style-type: none"> 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.

Age relaxation for eligible candidate shall be considered as per Govt. Rules (For SC/ST Candidates: 05 Years and for OBC candidates: 03 Years).

Eligibility requirements for posts on Regular basis

Lab Assistant

S. No.	CATEGORY	DETAILS
1	Name of the Post	Lab Assistant
2	Classification of the post	Group C
3	Level in the Pay Matrix	Level-2
4	Age limit for Direct recruits	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.

Age relaxation for eligible candidate shall be considered as per Govt. Rules (For SC/ST Candidates: 05 Years and for OBC candidates: 03 Years).

Candidates should indicate their relevant competency Code, as per list given below, in their application form

Competency Code	Educational qualification, experience for direct recruitment
Competency - A Department of Fashion Technology, Fashion Design & Knitwear Design	Educational qualification: 10 th or above Professional Qualification: Full time one year or two years Diploma/Certificate after 10 th (NSQF Level 4 or 5) or from any Govt. Recognized Institute/ITI in Apparel Manufacturing Technology, Sewing Technology, Fashion Design and Technology. OR Full time one-year Certificate after 8 th in Cutting and Sewing or two-year full-time Certificate after 8 th in Pattern Making Engineering (NSQF Level 3) OR One-year certificate course after 12 th from NIFT in Clothing Production Technology (CPT), Garment Production Technology & Apparel Design (GPTAD), Fashion & Cutting Technology (FCT), FIAI and other relevant program from NIFT or any Govt. recognized institute. Work Experience: Post-qualification 3 years of experience (for one-year certificate after 12 th), 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 – E</p> <p>Textile Design (Weaving/ Testing)</p>	<p>Educational qualification: 10th or above</p> <p>Professional Qualification: Full-time three-year Diploma after 10th from Govt. Recognized institute/IIHT in Handloom & Textile Technology.</p> <p>OR</p> <p>Full-time two-year Diploma after 10th (NSQF level 5) from Govt. recognized institute/ITI in Weaving Technician/ Textile wet Processing Technician.</p> <p>OR</p> <p>Full time one-year certificate after 10th (NSQF level 3) from any Govt. recognized institute/ITI in Weaving Technician for skill & Woolen Fabrics.</p> <p>Work Experience: Post-qualification 3 years of experience (for 3-year diploma after 10th), 4 years of experience (for 2-year diploma after 10th) and 6 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 Printing of Textiles.</p> <p>AND/OR</p> <p>An accredited lab with knowledge and skill to conduct standard textile testing procedure of fabric, yarn and fabric.</p>
<p>Competency - F</p> <p>Fashion Communication (Photography)</p>	<p>Educational qualification: 10th or above</p> <p>Professional Qualification: Full time one year or two years Diploma/certificate after 10th (NSQF Level 4 or 5) from any Govt. Recognized institute / ITI in Digital Photographer/Photographer/Video Cameraman/ Information & Communication Technology System.</p> <p>Work Experience: 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.</p>
<p>Competency - G</p> <p>Fashion Management Studies (Computer/ IT Lab)</p>	<p>Educational qualification: 10th or above</p> <p>Professional Qualification: Full time one year or two-year Diploma/certificate after 10th or 12th (NSQF Level 4 or 5) from any Govt. Recognized institute/ITI in Information & Communication Technology System Maintenance/Desktop Publishing Operator/ Multimedia Animation & Special Effects/Data Entry Operator/ Database System Assistant.</p> <p>OR</p> <p>Full-time three-year Diploma after 10th from any Govt. Recognized institute/Polytechnic in Computer Application or similar.</p> <p>OR</p> <p>NIELIT 'O' level course (NSQF level 5) of DOEACC Scheme after 12th education.</p> <p>Work Experience: 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 years diploma after 10th) in a reputed organization/educational institute for I.T. Lab Management (including Software Installation, Networking and basic problem solving) and should essentially have the proficiency in MS Office/ Video conferencing/ browsing applications.</p>