



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

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RECRUITMENT FOR THE POST OF JOINT DIRECTOR IN NIFT ON 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 from Indian nationals in the prescribed proforma for following the posts on contract/deputation basis:

Post Name	Pay Level/Pay Band	No. of Posts	Location	Type of appointment
Joint Director	Level-12(7 th CPC)/ PB-3 [Rs.15600 - 39100/- + Grade Pay Rs.7,600/- (6 th CPC)	01	NIFT Panchkula	Deputation

2. ELIGIBILITY CONDITION:

Recruitment by Deputation	Period of deputation
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-11 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.

3. IMPORTANT INSTRUCTIONS/INFORMATION

a) For application on Deputation basis:

- i) Maximum upper age limit for appointment shall not exceed 56 years as on the closing date of receipt of applications
- ii) No provision for reservation exists for the posts to be filled up on deputation basis.

- iii) 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.
- 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) Period of deputation shall be three years. Tenure can be extended for a maximum period of two more years. Other terms and conditions of deputation will be governed as per Govt. of India Orders/ Instructions on the subject.
- vi) Applications only in the prescribed proforma (as per **Annexure-I**) of the eligible candidates whose services can be spared immediately on selection alongwith the certificates/documents from the Competent Authority should be forwarded through proper channel:
 - a) Integrity Certificate (**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 (**Annexure-III**)
 - c) Vigilance Clearance Certificate. (**Annexure-IV**)
 - d) Cadre Clearance Certificate (**Annexure-V**)
 - e) Attested photocopies of the APARs 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. (**Annexure-VI**)

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

- vii) The concerned Ministry/Department/University/Institution/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.
- viii) 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 17.06.2020 as amended from time to time.
- ix) The applicant must be a citizen of India.
- x) 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.
- xi) 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.
- i) If any document/ certificate furnished is 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.
- ii) The date for determining the upper age limit, qualifications and experience shall be the closing date prescribed for receipt of applications.

- iii) Persons with disabilities (PWD) fulfilling the eligibility conditions are encouraged to apply.
- iv) Only outstation candidates called and found eligible for interview will be paid to and for 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.
- v) Any discrepancy found between the information given in application and as evident in original documents will make the candidate ineligible for appearing in interview. Such candidate will not be paid any fare.
- vi) 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.
- vii) Canvassing in any form and / or bringing any influence political or otherwise will be treated as a disqualification for the post.
- viii) **NO INTERIM ENQUIRY OR CORRESPONDANCE WILL BE ENTERTAINED.** Candidates are advised to visit NIFT website for updates.
- ix) Employment in Institute shall be governed by the rules and regulations, service conditions, as notified by the Institute from time to time.
- x) 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.
- xi) 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.
- xii) 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 summary rejection of the applicant at any stage of the recruitment process.
- xiii) All correspondence and communication from the Institute including interview 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.
- xiv) 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.
- xv) Application once made will not be allowed to be withdrawn nor can it be held in reserve for any other recruitment or selection process.

- xvi) **SELECTION PROCESS:** Selection shall be on the basis of the performance in the personal interview or any other criteria fixed by the NIFT.
- xvii) For details, please visit the Institute's website: www.nift.ac.in
- xviii) Any addendum/corrigendum shall be posted only on the website of the Institute.
- xix) **HOW TO APPLY:**

The application alongwith relevant documents self-attested copies in support of qualification, experience, age, caste certificate (where applicable), etc. as per requirement of advertisement may be forwarded to **“The Registrar, NIFT Campus, Hauz Khas, Near Gulmohar Park, New Delhi- 110016”** on or before **25st August,2021.**

Applications not forwarded through proper channel or those received without the requisite certificates and necessary documents, or received after the due date will not be entertained. The candidates who apply for the post will not be allowed to withdraw their candidature subsequently.

ANNEXURE-I

Proforma of Application for the post of Joint Director, NIFT Panchkula to be filled up on Deputation Basis in the 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)

Space for latest
photograph to be
pasted here

1	Name (In Capital Letters)	
2	Correspondence address	
3	Date of Birth (in Christian Era)	
4	Date of Retirement under Central Govt. Rules.	
5	Educational Qualifications (Starting from highest qualification to lowest. Encloses a separate sheet, duly authenticated by your signature, if the space below is insufficient)	
6	Do you hold analogous post on regular basis in the parent cadre or department/Ministry	
7	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.	
8	Do you possess eligibility conditions as indicated in the vacancy circular for which you are applying (Please mention 'Yes' or 'No' as applicable)	
9	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)	

	Office/Organization	Post held with scale of pay	Period of service		Nature of appointment (Regular/Ad-hoc/Deputation)	Basic Pay (Revised)		
			From	To		Pay in PB	G.P.	Basic Pay
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
10	Nature of present employment i.e. Ad-hoc or Temporary or Permanent							
11	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							
12	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							
	Date	Pay scale (pre-revised)	Basic Pay (pre-revised)	Date of revision of pay	Revised scale of pay and Pay Level	Revised basic pay		
	(1)	(2)	(3)	(4)	(5)	(6)		
13	Total emoluments drawn per month as on the date of applying against this Vacancy Circular.							
14	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.							
15	Full postal address including PIN Code number of the Forwarding Authority with name, telephone number and E-mail Address of the Forwarding Authority.							
16	Whether belongs to SC/ST							
17	Remarks, if any							

Signature of the Candidate

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 _____, in 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 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 _____ in 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		

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	