

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
7	Project Engineer	*	Group A (₹15600-	39100+ 7600/- (GP 'Selection')	Selection process will include Personal Interview by Selection Committee NA	30 - 45	years(Maximum age limit may be relaxed upto 5 years in case of NIFT employees and deserving candidates possessing higher educational qualifications / experience) M.E (Civil	Engineering) from a University / Institute of repute. (i) At least 5 years experience as Executive Engineer in CPWD / PWD or related Govt. organization. OR B.E (Civil Engineering) from a university / institute of repute. (ii) At least 8 years experience as Executive Engineer in CPWD / PWD OR related Government organization	NA	2 years	Promotion failing which by deputation as per requirement prescribed in Col. (12) failing which by Direct Recruitment with qualifications prescribed in col. (8).	Promotion: Executive Engineer fulfilling eligibility as per col. (8) and with 5 years of service. Deputation: Officers of the Central Govt. / State Govt. / UT/ Auto-nomous Organization / PSUs holding analogous post on regular basis in their service / department or with at least 5 years of regular service in the scale of PB-3, ₹15600-39100 + Grade Pay ₹6600/- with relevant experience in dealing with Building projects.	(A) Director General - NIFT (B) 2 Members of Board of Governors of NIFT 2 Experts	NA

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
8	Deputy Registrar	*	Group A	(₹ 15600-39100+6600/- (GP)	'Selection' Selection process will include Personal Interview by Selection Committee	NA	30 - 40 years (Maximum age limit may be relaxed upto 5 years in case of NIFT employees and deserving candidates possessing higher educational qualifications / experience)	Post Graduate degree in Management from a University / Institute of repute with at least 5 years experience in industrial relations and personnel management (or) student counseling, academic administration out of which 3 years in Govt./ autonomous bodies/ reputed private institutions.	NA	2 years	Promotion failing which by deputation as per requirement prescribed in Col. (12) failing which by Direct Recruitment with qualifications prescribed in col. (8).	Promotion: Asst. Registrars promoted as per the prevailing GSR with at least 8 years service in the grade / PS with 5 years in the grade out of which at least 2 years of administrative experience. Deputation: Officers of the Central Govt. / State Govt. / UT/ Autonomous Organization / PSUs holding analogous post on regular basis in their service / department or with at least 5 years of regular	(A) Director General - NIFT (B) 2 Members of Board of Governors of NIFT 2 Experts	NA

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
												service in PB-3, ₹15600-39100 + Grade Pay ₹5400/- with relevant experience in dealing with Establishment & Administrative matters		
9	Deputy Registrar (F&A)	*	Group A	(₹. 15600-39100+6600/- (GP)	'Selection' Selection process will include Personal Interview by Selection Committee	NA	30-45 years (Maximum age limit may be relaxed upto 5 years in case of NIFT employees and deserving candidates possessing higher educational qualifications / experience) C o s t	Accountant from the Institute of Cost & Works Accountants OR Chartered Account from the Institute of Chartered Accountants. With 5 years experience after passing the examination in the cadre of Accounts Officer/ Audit Officer out of which 3 years of experience in a senior position from a government, autonomous body/ institutions, or a reputed industry. Desirable : ii) Be an Associate Member of Company Secretary.	NA	2 years Promotion	failing which by deputation as per requirement prescribed in Col. (12) failing which by Direct Recruitment with qualifications prescribed in col. (8). Promotion:	Accounts Officer recruited / promoted as per prevailing GSR with at least 5 years experience in the grade. Deputation: Officers of the Central Govt. / State Govt. / UT/ Auto-nomous Organization / PSUs holding analogous post on regular basis in their	General - NIFT (B) 2 Members of Board of Governors of NIFT 2 Experts	NA

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
												<p>service / department or with at least 5 years of regular service in PB-3, ₹.15600-39100 + Grade Pay ₹5400/- with relevant experience in dealing with Finance and Accounts matters.</p> <p>NOTE: Candidates not possessing Post Graduate Degree in commerce shall be required to obtain it with in a period not exceeding 4 years from the date of appointment for continued retention in the post (A) Director</p>		

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
10	Deputy Director	*	Group A	₹15600-39100+6600/- (GP)	NA	NA	NA	NA	NA	NA	Transfer on deputation	Transfer on deputation : Officers of the Central Govt. Services holding analogous post or with at least 3 years of service in PB-3, ₹.15600-39100 + Grade Pay ₹.5400/- or 5 years in PB-2, ₹9300-34800 + Grade Pay ₹4200/- (pre-revised scale ₹.6500-200-10500) with relevant experience in dealing with Administration, Establishment, Vigilance & Legal matters.	(A) Director General - NIFT (B) 2 Members of Board of Governors of NIFT 2 Experts	NA

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
11	Deputy Director (NRC)	*	Group A	₹15600-39100+6600/- (GP)	'Selection' Selection process will include Personal Interview by Selection Committee	NA	30-45 years (Maximum age limit may be relaxed upto 5 years in case of NIFT employees and deserving candidates possessing higher educational qualifications / experience) Post-Graduate	in Library and Information Science from an University/ Institution of repute, (ii) 5 years experience in Library Administration. (iii) Preference will be given to candidates having additional qualifications in Computers and IT relating to Library and Information Sciences.	NA	2 years	Promotion failing which by deputation as per requirement prescribed in Col. (12) failing which by Direct Recruitment with qualifications prescribed in col. (8).	Promotion: Head Librarian recruited / promoted as per prevailing GSR with 5 years exp. in the grade. Deputation: Officers of the Central Govt. / State Govt. / UT/ Autonomous Organization / PSUs holding analogous post on regular basis in their service / department or with at least 5 years of regular service in PB-3, ₹15600-39100 + Grade Pay ₹.5400/- with relevant experience in dealing with Library Administration.	(A) Director General - NIFT (B) 2 Members of Board of Governors of NIFT 2 Experts	NA

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
12	Executive Engineer	*	Group A	₹15600-39100+6600/- (GP)	'Selection' Selection process will include Personal Interview by Selection Committee	NA	25-35 years (Maximum age limit may be relaxed upto 5 years in case of NIFT employees and deserving candidates possessing higher educational qualifications / experience)	i) ME (Civil Engineering) from a University/ Institute of repute OR A degree in Civil Engineering from University/ Institute of repute ii) Must have at least 3 years experience as Assistant Executive Engineer (Civil) in CPWD / PWD or related Government organizations/ autonomous bodies/ PSUs/ reputed private industries.	NA	2 years	Promotion failing which by deputation as per requirement prescribed in Col. (12) failing which by Direct Recruitment with qualifications prescribed in col. (8).	Promotion: Estate Officers with at least 8 years of service in the grade and possessing qualifications mentioned in Col. (8). Deputation: Must have at least 3 years experience as Assistant Executive Engineer (Civil) in CPWD / PWD or related Government organizations/ autonomous bodies/ PSUs/ reputed private industries holding analogous post on regular basis in their service / department. (A) Director General -	NIFT (B) 2 Members of Board of Governors of NIFT 2 Experts NA	

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
13	Accounts Officer	*	Group A	₹15600-39100+ GP ₹. 5400/-	'Selection' Selection process will include Personal Interview by Selection Committee	NA	25-40 years (Maximum age limit may be relaxed upto 5 years in case of NIFT employees and deserving candidates possessing higher educational qualifications / experience)	i) MBA Finance from a University/ Institute of repute OR Post Graduate in Commerce / Finance with Accounts / Costing. ii) At least 5 years experience in the maintenance of Accounts/ preparation of budget in Govt./ Semi-Govt./ PSUs/ Autonomous bodies/ reputed private institutions/ industries	NA	2 years	Promotion failing which by deputation as per requirement prescribed in Col. (12) failing which by Direct Recruitment with qualifications prescribed in col. (8).	Sr. Asst. (Accts) recruited / promoted as per prevalent GSR with at least 7 years service in the grade. Note: Candidates not possessing Post-graduate degree in Commerce & Finance shall be required to obtain it within a period not exceeding 4 years from the date of appointment for continued retention in the post. Deputation: Officers of the Central Govt. / State Govt. / UT/ Auto-nomous Organization / PSUs holding	(A) Director General - NIFT (B) 2 Members of Board of Governors of NIFT 2 Experts	NA

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
												analogous post on regular basis in their service / department or with at least 3 years of service in PB-2, ₹9300-34800 + Grade Pay ₹4600/- (pre-revised scale ₹6500-200-10500) with the relevant experience in Accounts, Purchases and Finance holding analogous post on regular basis in their service / department		
14	Head Resource Centre	*	Group A	₹15600-39100+ GP ₹5400/-	'Selection' Selection process will include Personal Interview by Selection Committee	NA	25-40 years (Maximum age limit may be relaxed upto 5 years in case of NIFT employees and deserving candidates possessing	Post Graduate in Library and Information Science from a University/ Institute of repute Minimum of 5 years experience as a senior level Librarian in a special library or at a major/ reputed institution of higher education. Iii) Knowledge of computer application in library management is desirable.	NA	2 years	Promotion failing which by deputation as per requirement prescribed in Col. (12) failing which by Direct Recruitment with qualifications	Asst. Librarian recruited / promoted as per prevalent GSR with 7 years experience in the grade.	(A) Director General - NIFT (B) 2 Members of Board of Governors of NIFT 2 Experts	NA

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
							higher educational qualifications / experience)				prescribed in col. (8).	<p>Explanation: Candidates not possessing Post-graduate degree in Library & Information Sciences shall be required to obtain it within a period not exceeding 4 years from the date of appointment for continued retention in the post.</p> <p>Deputation: Officers of the Central Govt. / State Govt. / UT/ Autonomous Organization / PSUs holding analogous post on regular basis in their service / department or with at least 5 years of regular service in</p>		

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
												PB-2, ₹9300- 34800 + Grade Pay ₹4200/- (pre-revised scale ₹6500-200- 10500) with relevant experience in Library Management holding analogous post on regular basis in their service / department.		
15	Private Secretary (PS)	*	Group A	₹15600- 39100+ GP ₹5400/-	NA	NA	25-40 years (Maximum age limit may be relaxed upto 5 years in case of NIFT employees and deserving candidates possessing higher educ- ational qualifications / experience)	i) Graduation from a University / Institute of repute. ii) Diploma / Certificate in Computer Application Operation with latest softwares such as MS Office (Word / Excel / PowerPoint) and proficiency in Computer Operation li) Minimum speed of 120 wpm in shorthand and 40 wpm in typing liii) Minimum 5 years administrative experience including 2 years as Steno Gr. I in Govt. / Semi-Govt./ autonomous/ PSU/ reputed private industry/ institute. Proficiency in Computer Operation is essential.	NA	NA	Deputation as per requirement prescribed in Col. (12) failing which by Direct Recruitment with qualifications prescribed in col. (8).	Transfer on deputation: Minimum 5 years administrative experience including 2 years as Steno Gr. I in Govt. / Semi-Govt./ auto- nomous organiz- ation / PSU/ reputed private industry/ institute holding analogous	(A) Director General - NIFT (B) 2 Members of Board of Governors of NIFT 2 Experts	NA

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
												post on regular basis in their service/ department		
16	Assistant Director (Establishment / Administration)	*	Group A	₹15600-39100+ GP ₹5400/-	NA	NA	NA	NA	NA	NA	Transfer on deputation	Transfer on deputation: Officers of the Central Govt. Services holding analogous post or with at least 3 years of regular service in the grade of ₹ 6500-200-10500 or 5 years of service in the grade of ₹5500-175-9000 with relevant experience in dealing with Establishment and Administrative matter.	(A) Director General - NIFT (B) 2 Members of Board of Governors of NIFT 2 Experts	NA

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
17	Assistant Director	(Finance & Accounts)	*	Group A ₹15600-39100+ GP ₹5400/-	NA	NA	NA	NA	NA	NA	Transfer on deputation	Transfer on deputation: Officer of the organised Accounts Services holding analogous post or with at least 5 years of relevant experience in the scale of ₹6500-200-10500.	(A) Director General - NIFT (B) 2 Members of Board of Governors of NIFT 2 Experts	NA
18	Assistant Director (Audit)	*	Group A	₹15600-39100+ GP ₹. 5400/-	NA	NA	NA	NA	NA	NA	Transfer on deputation	Transfer on deputation: Officer of the organised Accounts Services holding analogous post or with at least 5 years of relevant experience in the scale of ₹6500-200-10500.	(A) Director General - NIFT (B) 2 Members of Board of Governors of NIFT 2 Experts NA	

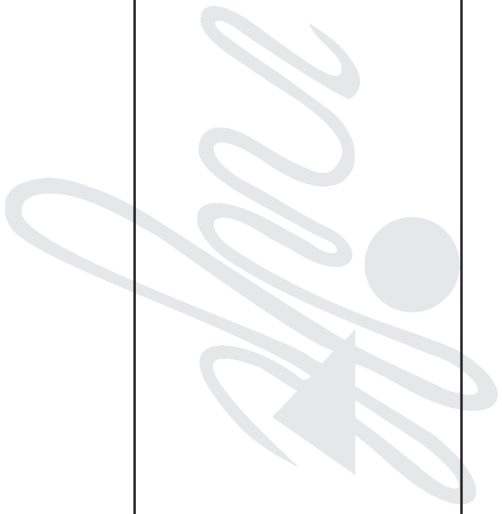
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
19	Assistant Director (Vigilance)	*	Group A	₹15600-39100+ GP ₹. 5400/-	NA	NA	NA	NA	NA	NA	Transfer on deputation:	Transfer on deputation: Officers of the Central Govt. Services holding analogous post or with at least 3 years of regular service in the grade of ₹6500-200-10500 or 5 years of service in the grade of ₹5500-175-9000 with relevant experience in dealing with Vigilance and Legal matters.	(A) Director General - NIFT (B) 2 Members of Board of Governors of NIFT 2 Experts	NA
20	Assistant Director (Project/Purchases)	*	Group A	₹15600-39100+ GP ₹5400/-	NA	NA	NA	NA	NA	NA	Transfer on deputation	Transfer on deputation: Officers of the Central Govt. Services holding analogous post or with at least 3 years of regular service in	(A) Director General - NIFT (B) 2 Members of Board of Governors of NIFT 2 Experts	NA

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
												PB-2, ₹9300- 34800 + Grade Pay ₹4200/- (pre-revised scale ₹6500-200- 10500) or 5 years of service in pre-revised grade of ₹5500-175- 9000 with relevant experience in dealing with Projects & Purchase matters.		
21	Hindi Officer	*	Group B	₹15600- 39100+ GP ₹. 5400/-	'Selection' Selection process will include Personal Interview by Selection Committee	NA	25-40 years (Maximum age limit may be relaxed upto 5 years in case of NIFT employees and deserving candidates possessing higher educ- ational qualifications / experience)	i) Master's Degree of a recognized University in Hindi/ English with English/ Hindi as a compulsory/ elective subject or as medium of examination at degree level. OR Masters Degree of a recognized University in any subject other than Hindi/ English, with Hindi and English as compulsory / elective subject or either of the two as medium of examination and the other as a compulsory/ elective subject at degree level. OR Master's degree of a recognized University in any subject other than Hindi/ English with Hindi/ English as medium and English/Hindi as compulsory/ elective subject or as	Age : NO Educational Qualifications : Yes	2 years	Deputation as per requirement prescribed in Col. (12) failing which by Direct Recruitment with qualifications prescribed in col. (8).	Deputation: Officers of the Central Govt. / State Govt. / UT/ Auto- nomous Organization / PSUs holding analogous post on regular basis in their service/ department or with at least 5 years of	(A) Director General - NIFT (B) Director THE 1 Member of Board of Governors of NIFT (D) 2 Experts NA	

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
								<p>medium of examination at degree level.</p> <p>ii).Must have worked as Senior Hindi Translator for at least 3 years or Hindi Translator for 5 years.</p>				<p>service in the pay PB-2 ₹ 9300-34800-4600 (GP) with relevant experience in Translation. Working knowledge of Hindi Typing is preferable.</p>		
22	Administrative Officer	*	Group A	₹9300-34800+GP ₹4600/-	NA	NA	NA	NA	NA	NA	Transfer on deputation	<p>Transfer on deputation: Officers of the Central Govt. Services holding analogous post or with at least 3 years of service in the scale of PB-2 ₹9300-34800-4200 (GP) with relevant experience in dealing with Establishment & Administrative matters.</p>	<p>(A) Director General - NIFT (B) 1 Director & 1 Member of Board of Governors of NIFT (D) 2 Experts</p>	NA

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
23	Assistant Registrar	*	Group B ₹9300-	34800 + GP ₹4600/-	'Selection' Selection process will include Personal Interview by Selection Committee	NA	25-40 years (Maximum age limit may be relaxed upto 5 years in case of NIFT employees and deserving candidates possessing higher educational qualifications / experience)	i) Post-Graduate from a University / Institute of repute ii) Minimum 5 years administrative experience in Government organizations. OR i) Post-Graduate from a University / Institution of repute. ii) At least 5 years experience in public relations work in Govt. / autonomous bodies/ PSUs reputed private institute/ industry. Essential: Knowledge of Govt. Purchase Procedures Desirable: 5 years experience in admissions related work in educational institutions	NA	2 years	Promotion failing which by deputation as per requirement prescribed in col. (12) failing which by Direct Recruitment with qualifications prescribed in col. (8)	Promotion: Sr. Asst. recruited / promoted as per prevalent GSR with 3 years experience in the grade. Employees not possessing the requisite qualifications mentioned in col. (8) shall be required to acquire Post Graduate degree within a period not exceeding 4 years from the date of appointment for continued retention in the post. Deputation: At least 5 years experience in public relations work in Govt. / auto-	(A) Director General - NIFT (B) Director (C) 1 Member of Board of Governors of NIFT (D) 2 Experts	NA

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
												<p>nomous bodies/PSUs reputed private institute/ industry holding analogous post on regular basis in their service / department</p> <p>Essential: Knowledge of Govt. Purchase Procedures</p> <p>Desirable: 5 years experience in admissions related work in educational institutions</p>		



1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
24.	Steno Grade I	*	Group B	₹ 9300-34800+GP ₹. 4600/-	'Selection' Selection process will include test and Personal Interview by Selection Committee	NA	25-30 years (Maximum age limit may be relaxed upto 5 years in case of NIFT employees and deserving candidates possessing higher qualifications/ experience)	i) Graduate from a recognised University / Institution ii) Diploma / Certificate in computer operations / applications with latest softwares such as MS Office (Word / Excel / PowerPoint) and proficiency in computer operation. iii) Minimum speed of 120 wpm in shorthand and 40 wpm In typing iv) Minimum 3 years experience in Govt. / Semi-Govt./ PSU/ Autonomous/ reputed private industry/ institutes. v) Minimum 3 years experience of independently handling correspondence.	NA	2 years	Promotion failing which by deputation as per requirement prescribed in col. (12) failing which by direct recruitment with qualifications prescribed in col. (8) 67% by promotion, failing which by deputation / transfer 33% by direct recruitment	Steno Grade II recruited / promoted as per prevalent GSR with 3 years service in the grade with Educational Qualifications as in col. (8). Deputation: Minimum 3 years experience in Govt./Semi-Govt./ PSU/ Autonomous organizations / reputed private industry/ institutes holding analogous post on regular basis in their service / department Desirable: Minimum 3 years experience of independently handling correspondence.	(A) Director General - NIFT (B) Director (C) 1 Member of Board of Governors of NIFT (D) 2 Experts	NA

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
25.	Computer Engineer	*	Group B	₹ 9300-34800+GP ₹. 4600/-	'Selection' Selection process will include test and Personal Interview by Selection Committee	NA	25-40 years (Maximum age limit may be relaxed upto 5 years in case of NIFT employees and deserving candidates possessing higher educational qualifications / experience)	<p>i) BE/ B.Tech (Engg) in Computer Science / IT / Electronics and Communication or Master in Computer Application from a University/ Institute of repute with minimum of 60% marks or equivalent grade. OR 03 years diploma in Electronics/Computers with 5 years relevant experience</p> <p>ii) Should have experience in software development, management information system development, maintenance of data bank. Experience in a reputed industry/ institute / PSU/ autonomous / Govt. / Semi-Govt. Organization in related areas for at least 3 years.</p> <p>iii) Should have full knowledge of computer hardware and software.</p>	NA	2 years	Deputation as per requirement prescribed in col. (12) failing which by Direct Recruitment with qualifications prescribed in col. (8)	Deputation: Minimum 3 years experience in Govt. / Semi-Govt./ PSU/ Autonomous/ reputed private industry/ institutes holding analogous post on regular basis in their service / department Desirable: Minimum 3 years experience of independently handling correspondence.	(A) Director General - NIFT (B) Director (C)1 Member of Board of Governors of NIFT (D) 2 Experts	NA

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
26.	Estate Engineer Office Order No NIFT/HO/E.II/Stand. Comm.of Board. (ATR)/2008 dated 6th July, 2009	*	Group B	₹ 9300-34800+ GP ₹. 4600/-	NA	NA	21-35 years (Maximum age limit may be relaxed upto 5 years in case of NIFT employees and deserving candidates possessing higher educational qualifications / experience)	i) BE (Civil Engineering) from a University/ Institute of repute ii) 3 years administrative experience	NA	2 years	Promotion failing which by Deputation failing which by Direct Recruitment	Promotion : Junior Engineers with six years regular service in the grade Deputation : Officers of the Central Govt. / State Govt. / UT/ Auto-nomous Organization / PSUs holding analogous post on regular basis in their service / department or with atleast 5 years of service in PB-2, `9300-34800 + Grade Pay `4200/- with relevant experience in dealing with repair & maintenance of Building.	(A) Director General- NIFT (B) Director (C) 1 Member of Board of Governors of NIFT (D) 2 Experts	NA

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
27	Project Consultant	*	Group B	₹ 9300-34800+ GP ₹. 4600/-	NA	NA	30-45 years (Maximum age limit may be relaxed upto 5 years in case of NIFT employees and deserving candidates possessing higher educational qualifications / experience)	i) MBA (Finance/ Marketing) / MCM from an institute / university of repute / ICWA / CA with at least 2 years working experience in areas of Computers and Information Technology.	NA	2 years	Deputation as per requirement prescribed in col. (12) failing which by Direct Recruitment with qualifications prescribed in col. (8)	Deputation: Officers of the Central Govt. / State Govt. / UT/ Auto-onomous Organization /PSUs holding analogous post on regular basis in their service / department or with at least 5 years of service in the scale of ₹5500-175-9000 with relevant experience in Consultancy projects.	(A) Director General - NIFT (B) Director (C) 1 Member of Board of Governors of NIFT (D) 2 Experts	NA
28	Technician Audio/ Visual	*	Group B	₹ 9300-34800+ GP ₹. 4600/-	NA	NA	25-35 years (Maximum age limit may be relaxed upto 5 years in case of NIFT employees and deserving candidates possessing higher educational qualifications / experience)	i) BE (Electrical/ Electronics) from University / Institute of repute. ii) At least 3 years experience in handling Audio Visual equipment, including slide projectors, film projectors, VCRs / VCDs and audio equipment in private industry iii) Should have working knowledge of repairing technical equipment.	NA	2 years	Direct Recruitment	NA	(A) Director General - NIFT (B) Director (C) 1 Member of Board of Governors of NIFT (D) 2 Experts	NA

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
29	JE (Civil)	*	Group B	₹ 9300-34800+ GP ₹. 4200/-	NA	NA	25-35 years (Maximum age limit may be relaxed upto 5 years in case of NIFT employees and deserving candidates possessing higher educational qualifications / experience)	i) Diploma in Civil Engineering from an institute recognised by the Government. ii) At least 5 years experience in Civil constructions and maintenance work of major projects.	NA	NA	Deputation as per requirement prescribed in col. (12) failing which by Direct Recruitment with qualifications prescribed in col. (8)	Deputation: Candidates working in analogous grades or lower grade with 5-8 years of relevant experience from CPWD/PWD/DDA/PSUs etc. holding analogous post on regular basis in their service / department	(A) Director General - NIFT (B) Director (C) 1 Member of Board of Governors of NIFT (D) 2 Experts	NA
30	Senior Assistant	*	Group B	₹ 9300-34800+ GP ₹. 4200/-	'Selection'	NA	25-35 years (Maximum age limit may be relaxed upto 5 years in case of NIFT employees and deserving candidates possessing higher educational qualifications / experience)	i) Postgraduate from a University / Institute of repute. ii) Diploma / Certificate in Computer Applications Operation with latest software MS Office (Word / Excel / PowerPoint) and proficient in Computer Operation. iii) Minimum 3 years administrative experience	NO	2 years	50% by promotion 50% by direct recruitment.	Assistants recruited / promoted as per prevalent GSR with 7 years service in the grade Note: Candidates not possessing Post Graduate degree shall be required to obtain it within a period not exceeding 4 years from the date of appointment for continued retention of the post.	(A) Director General - NIFT (B) Director (C) 1 Member of Board of Governors of NIFT (D) 2 Experts	NA

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
31	Senior Assistant (Ac-counts)	*	Group B	₹ 9300-34800+ GP ₹. 4200/-	'Selection' Selection process will include Personal Interview by Selection Process	NA	25-40 years (Maximum age limit may be relaxed upto 5 years in case of NIFT employees and deserving candi-dates possessing higher educ-ational qualifications / experi-ence)	<p>i) Commerce graduates with CA(Inter), ICWA (Inter/Final) / CS (Inter/Final) or</p> <p>ii) Post-graduate in Commerce / Economics / Statistics / Mathematics from a recognised University / Institute of repute.</p> <p>Diploma / Certificate in Computer Applications Operation with latest software MS Office (Word / Excel / PowerPoint / Accounts related software) and proficient in Computer Operation.</p> <p>iii) At least 3 years experience in Accounts and Book-keeping in Govt. / Semi Govt. / reputed Pvt. concerns / autonomous bodies</p>	NA	2 years	50% by promotion 50% by direct recruitment.	Assistant (Accounts) recruited / promoted as per prevalent GSR with at least 7 years experience in the grade. Note: Candidates not possessing Post Graduate degree shall be required to obtain it within a period not exceeding 4 years from the date of appointment for contin-ued retention of the post.	(A) Director General - NIFT (B) Director (C) 1 Member of Board of Governors of NIFT (D) 2 Experts	NA

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
32	Steno Grade II	*	Group B	₹ 9300-34800+ GP ₹. 4200/-	'Selection' Selection process will include Personal Interview by Selection Process	NA	25-30years (Maximum age limit may be relaxed upto 5 years in case of NIFT employees and deserving candi-dates possessing higher educational qualifications / exper-ience)	i) Graduate from a recognised University / Institute of repute ii) Diploma / Certificate in Computer Applications Operation with latest software MS Office (Word / Excel / PowerPoint) and proficient in Computer Operation. iii) Minimum speed of 100 wpm in shorthand and 40 wpm In typing iv) Minimum 2 years experience in Govt. / Semi-Govt./ PSU/ reputed organisations. v) Minimum 4 years experience of independently handling correspondence.	NA	2 years	50% by promotion 50% by direct recruitment.	7 years service Steno Grade III recruited / promoted as per prevalent GSR Note: Candidates not possessing Graduate degree shall be required to obtain it within a period not exceeding 5 years from the date of appointment for continued retention of the post.	(A) Director General- NIFT (B) Director (C) 1 Member of Board of Governors of NIFT (D) 2 Experts	NA

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
33	Research Assistant	*	Group B	₹ 9300-34800+ GP ₹. 4200/-	'Selection' Selection process will include Personal Interview by Selection Process	NA	25-35 years (Maximum age limit may be relaxed upto 5 years in case of NIFT employees and deserving candidates possessing higher educational qualifications / experience)	<p>1. i) Graduation from a recognised University / Institution with a background of textile documentation.</p> <p>ii) Diploma / Certificate in Computer Applications Operation with latest software MS Office (Word / Excel / PowerPoint) and proficient in Computer Operation.</p> <p>iii) At least 3 years experience in private / public sector in the related areas.</p> <p>iv) Should be able to identify fibers; technically analyse fibers, 2nd and picks, count and measure other properties and maintain textile collections.</p> <p>v) Should be able to organise, communicate and disseminate design and technical information.</p> <p>OR</p> <p>2. i) Post-Graduate in Mass Communication / Home Science from a recognised University / Institution</p> <p>ii) Certificate course from NIFT, preferably FCT</p> <p>iii) Computer Literacy, especially</p>	NA	2 years	Promotion failing which by direct recruitment with qualifications as prescribed in col. (8)	Assistants / others recruited / promoted as per prevalent GSR in the NIFT in the pay band of ₹5200-20200/-+GP ₹2400/- with at least 7 years service in the grade and possessing the qualifications prescribed in col. 8.	(A) Director General - NIFT (B) Director (C) 1 Member of Board of Governors of NIFT (D) 2 Experts	NA

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
								<p>Graphic and Multimedia Softwares will be an added advantage</p> <p>iv) 3 years experience with relevant areas.</p> <p>3. i) Graduate from a recognised University / Institute of repute, with at least 5 years experience of market / industrial research related to garment manufacturing industry</p> <p>ii) Diploma / Certificate in Computer Applications Operation with latest software MS Office (Word / Excel / PowerPoint) and proficient in Computer Operation.</p> <p>OR</p> <p>4. Post Graduate from a recognised University / Institution with at least 3 years relevant experience of market / industrial research related to garment manufacturing industry. Proficiency in Computer Literacy.</p> <p>OR</p> <p>5. i) Post Graduate in Social Anthropology / Social Sciences from a recognised University / Institution with strong focus on Research Methodology and orientation towards aesthetics, technology and design</p> <p>ii) Applied proficiency in IT and Computers related softwares</p> <p>iii) Proficiency in written and visual documentation.</p> <p>iv) 3 years experience in</p>						

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
								<p>computer applications. OR</p> <p>6. i) Master Degree in Economics / Statistics / Commerce / Management</p> <p>ii) 3 years experience in Computer Applications.</p> <p>ii) Proficiency in Analytical skills presentation skills. OR</p> <p>7. i) MCA / MCM / MSC (Computer Science) with 3 years relevant experience Proficient in Computer Software Applications.</p> <p>8. Graduate from a recognized University / Institute of repute One year Diploma / Certificate in Computer Applications/CAD with latest software MS Office (Word / Excel / PowerPoint) and proficient in Computer Operation. Minimum of 02 year relevant work experience in private & public sector. Proficiency in written and visual documentation. Proficiency in analytical and presentation skills.</p> <p>9. Three years Diploma in Industrial Engineering or Production Technology/ Mechanical Engineering from reputed University or Institution. One year Diploma / Certificate in Computer Applications/CAD with latest software MS Office (Word /</p>						

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
								<p>Excel / PowerPoint) and proficient in Computer Operation. Proficiency in analytical and presentation skills. One year relevant experience.</p> <p>10. Degree in Statistics / BBA or equivalent/CS inter/BCA/BCM/BSC (Computer Science). One year relevant experience. Proficiency in analytical and presentation skills.</p> <p>11. Graduate in any discipline with One year Diploma or Certificate in Mass Communication / Journalism / Photography / Video Production etc. from a recognized University / Institution OR One year Diploma/ Certificate in Computer Applications/CAD/Graphics and multimedia with latest software MS Office (Word / Excel / PowerPoint) and proficient in Computer Operation. 01years experience with relevant areas. Proficiency in analytical and presentation skills.</p> <p>12. Graduate in any discipline</p>						

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
								<p>One year certificate from NIFT in relevant discipline. One year Diploma / Certificate in Computer Applications/CAD with latest software MS Office (Word / Excel / PowerPoint) and proficient in Computer Operation. 01 year relevant experience of market / industrial/ research related to Fashion industry. Proficiency in Computer Applications. Proficiency in analytical and presentation skills.</p> <p>13. Research Asst. Resource Centre Degree in Library Science Certificate/specialized course in Computer Applications in the area of Library Information Science. Documentation and analytical skills in the area of Library & Information Science. Two year relevant experience in the area of Library & Information Science. Desirable- Basic understanding of Textiles and Life Style Accessories.</p>						

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
34	Assistant Librarian	*	Group B	₹ 9300-34800+ GP ₹. 4200/-	NA	NA	25-35 years (Maximum age limit may be relaxed upto 5 years in case of NIFT employees and deserving candi-dates possessing higher educational qualifications / experience)	(i) Graduate in Library & Information Science from a University / Institute of repute. (ii) Minimum 3 years experience in a well established Library (iii) Knowledge of computer application in library management.	NA	2 years	Direct Recruitment	NA	(A) Director General - NIFT (B) Director (C) 1 Member of Board of Governors of NIFT (D) 2 Experts	NA
35	JE (Electrical)	*	Group B	₹ 9300-34800+ GP ₹. 4200/-	NA	NA	25-35 years (Maximum age limit may be relaxed upto 5 years in case of NIFT employees and deserving candi-dates possessing higher educational qualifications / experience)	(i) Diploma in Electrical Engineering from an institute recognised by the Government. (ii) At least 5 years experience in erection, running and maintenance of different types of electrical installations and appliances including underground cable systems.	NA	2 years	Deputation as per requirement prescribed in col. (12) failing which by Direct Recruitment with qualifications prescribed in col. (8)	Deputation: Candidates working in analogous grades or lower grade with 5-8 years of relevant experience from CPWD/ PWD/DDA/ PSUs etc. holding analogous post on regular basis in their service / department	(A) Director General - NIFT (B) Director (C) 1 Member of Board of Governors of NIFT (D) 2 Experts	NA

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
36	Steno Grade - III	*	Group C	₹ 5200-20200+ GP ₹. 2400/-	NA	NA	21-25 years (Maximum age limit may be relaxed upto 5 years in case of NIFT employees and deserving candi-dates possessing higher educational qualifications / experience)	<ul style="list-style-type: none"> i) Graduate from a University/ Institute of repute ii) Minimum speed of 80 wpm in shorthand and 40 wpm In typing iii) Minimum 2 years experience in Govt. / Semi-Govt./ PSU/ reputed organizations. iv) Proficiency in Computer Operation 	NA	2 years	Direct Recruitment	NA	(A) Director (B) 2 Members nominated by Director General	NA
37	Assistant Warden	*	Group C	₹ 5200-20200+ GP ₹. 2400/-	NA	NA	30-45 years (Maximum age limit may be rel-axed upto 5 years in case of NIFT employ-ees and deserving candi-dates possessing higher educational qualifications / experience)	<ul style="list-style-type: none"> i) Graduate from a recognised University Desirable : ii) One year experience as Asst. Warden or in any analogous post in Government educational Institutions / PSUs / Autonomous Bodies / Reputed institutions. 	NA	2 years	Direct Recruitment	NA	(A) Director (B) 2 Members nominated by Director General	NA

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
38	Assistant	*	Group C	₹ 5200-20200+ GP ₹. 2400/-	'Selection' Selection process will include Test, Personal Interview by Selection Committee	NA	21-35 years (Maximum age limit may be relaxed upto 5 years in case of NIFT employees and deserving candi-dates possessing higher educational qualifications / experience)	i) Graduate from a recognised university/ institution. ii) Diploma / Certificate in Computer Applications Operations latest softwares i.e. MS Office (Word / Excel / PowerPoint) and proficiency in computer operations. iii) At least 2 year experience in Administration. iv) Typing speed of at least 40 wpm in English / Hindi.	NA	2 years	50% by promotion, failing which by direct recruitment 50% by direct recruitment,	Those working in NIFT as Jr. Asst. / Clerk-cum-Typist recruited / promoted as per prevalent GSR for a minimum period of 8 years and possessing Graduate degree and having proficiency in Computer Operations. NOTE: Candidates not possessing graduate degree shall be required to obtain it with in a period not exceeding 4 years from the date of appointment for continued retention in the post.	(A) Director (B) 2 Members nominated by Director General	NA

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
39	Assistant (Ac-counts)	*	Group C	₹ 5200-20200+ GP ₹. 2400/-	'Selection' Selection process will include Test, Personal Interview by Selection Committee	NA	21-40 years (Maximum age limit may be relaxed upto 5 years in case of NIFT employees and deserving candidates possessing higher educational qualifications / experience)	<ul style="list-style-type: none"> i) Graduate in Commerce / Economics / Statistics / Mathematics from a University / Institute of repute ii) Diploma / Certificate in Computer Applications Operations latest softwares i.e. MS Office (Word / Excel / PowerPoint), Accounts related software and proficiency in computer operations. iii) 2 years experience in Audit / Accounts iv) Typing speed of at least 40 w.p.m. in English / Hindi 	No	2 years	50% by promotion, failing which by direct recruitment 50% by direct recruitment,	Jr. Assistant recruited / promoted as per prevalent GSR having requisite qualification prescribed in Col. (8) with 8 years experience in the grade. NOTE: Candidates not possessing graduate degree shall be required to obtain it within a period not exceeding 4 years from the date of appointment for continued retention in the post.	(A) Director (B) 2 Members nominated by Director General	NA

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
40	Machine Mechanic	*	Group C	₹ 5200-20200+ GP ₹. 2400/-	NA	NA	18-35 years (Maximum age limit may be relaxed upto 5 years in case of NIFT employees and deserving candi-dates possessing higher educational qualifications / experience)	i) Diploma/Certificate from ITI as Fitter in related areas or its equivalent diploma/Certificate recognized by the Government. ii) At least 3 years experience in repair and maintenance of cutting / sewing / finishing machines in garment production concerns.	NA	2 years	Direct Recruitment	NA	(A) Director (B) 2 Members nominated by Director General	NA
41	Junior Assistant	*	Group C	₹ 5200-20200+ GP ₹. 1900/-	'Selection' Selection process will include test and Personal Interview by Selection Committee	NA	18-25 years (Maximum age limit may be relaxed upto 5 years in case of NIFT employees and deserving candi-dates possessing higher educational qualifications / experience)	i) Passed 10 +2 examination from a Board or its equivalent recognised by the Govt. ii) Diploma / Certificate in Computer Applications Operations latest softwares i.e. MS Office (Word / Excel / PowerPoint) and proficiency in computer operations. (iii) Have a speed of 30 wpm in English / Hindi Typing. iv) Proficiency in Computer Application with Lotus, Word Star, MS Word, MS office, excel	NA	2 years	33% by Promotion, failing which by direct recruitment. 67% by direct recruitment	Those recruited as Multi Tasking Staff in the Institute as per prevalent GSR with minimum period of 5yrs of regular service and possessing qualifications prescribed in col.8	(A) Director (B) 2 Members nominated by Director General	NA

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
42	Library Assistant	*	Group C	₹ 5200-20200+ GP ₹. 1900/-	NA	NA	21-30 years (Maximum age limit may be relaxed upto 5 years in case of NIFT employees and deserving candidates possessing higher educational qualifications / experience)	i) Graduate from a recognised University / Institution ii) Diploma in Library Science iii) At least 1-year assistance in a well established Library.	NA	2 years	Direct Recruitment	NA	(A) Director (B) 2 Members nominated by Director General	NA
43	Lab Assistant /Technical Assistant** * Office Order No NIFT/HO/E.II/Stand. Comm.of Board. (ATR)/2008 dated 6th July, 2009	*	Group C	₹ 5200-20200+ GP ₹. 1900/-	NA	NA	21-40 years (Maximum age limit may be relaxed upto 5 years in case of NIFT employees and deserving candidates possessing higher educational qualifications / experience)	As per Annexure-I attached	NA	2 years	Direct Recruitment	NA	(A) Director (B) 2 Members nominated by Director General	NA

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
44	Dispatch Rider/ staff car Driver/ Bus Driver	*	Group C	₹ 5200-20200+ GP ₹. 1900/-	'Selection' Selection process will include test and Personal Interview by Selection Committee	NA	21-35 years (Maximum age limit may be relaxed upto 5 years in case of NIFT employees and deserving candi-dates possessing higher educational qualifications / experience)	i) At least 10th class pass from a Board or its equivalent recognized by the Government. ii) Possession of the requisite driving license for two wheeler/ three wheeler / Light / Heavy Motor Vehicle. iii) Should be fully conversant with traffic regulations. iv) Should have at least 2 years experience in driving Light / Heavy Motor Vehicle. v) Should be able to read and write in Hindi and English.	Age : No Educational Qualifications: Yes	2 years	Promotion failing which by Direct recruitment	Multi Tasking Staff recruited as per prevalent GSR in the NIFT with 5 years service on regular basis and having requisite qualifications as prescribed in col.8	(A) Director (B) 2 Members nominated by Director General	NA
45	Electrician	*	Group C	₹ 5200-20200+ GP ₹. 1900/-	NA	NA	21-30 years (Maximum age limit may be relaxed upto 5 years in case of NIFT employees and deserving candi-dates possessing higher educational qualifications / experience)	i) 10th class standard ii) ITI Diploma in Electricians Trade iii) Must possess electrical supervisory certificate of competency. iv) Must have minimum practical experience of 5 years in erection and running, maintenance of different types of electrical appliances and installations including UG cable systems.	NA	2 years	Direct Recruitment	NA	(A) Director (B) 2 Members nominated by Director General	NA

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
46	Plumber	*	Group C	₹ 5200-20200+ GP ₹. 1900/-	NA	NA	21-30 years (Maximum age limit may be relaxed upto 5 years in case of NIFT employees and deserving candidates possessing higher educational qualifications / experience)	i) Should possess ITI trade certification OR equivalent in the trade with at least 5 years practical experience in the trade. ii) Should have a working knowledge of various types of special tools used in the plumbing trade of all types of pipes of different materials and be able to estimate requirements for any job entrusted to him. iii) Should be able to follow drawings and sketches and execute work according to lay out. iv) Should possess plumbing license tax where such licenses are issued by local authorities.	NA	2 years	Direct Recruitment	NA	(A) Director (B) 2 Members nominated by Director General	NA
47	AC Technician	*	Group C	PB-1 ₹ 5200-20200+ GP ₹. 1900/-	NA	NA	21-30 years (Maximum age limit may be relaxed upto 5 years in case of NIFT employees and deserving candidates possessing higher educational qualifications / experience)	(i) Matriculation from Recognised Board ii) ITI Diploma in Refrigeration & Air Conditioning Mechanic Trade recognized by NCVT/ SCVT. iii) Must have practical experience of minimum 5 years in day-to-day operation, maintenance, procurement of different types of Air Conditioners/Refrigeration Units, Fire Fighting systems, Boilers, day to day supervision of works etc.	NA	2 years	Direct Recruitment	NA	(A) Director (B) 2 Members nominated by Director General	NA

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
48	Multi Tasking Staff (Office Order No NIFT/HO/E.II/Stand. Comm.of Board. (ATR)/ 2008 dated 6th July, 2009)	*	Group C	₹ 5200-20200+GP ₹. 1800/-	NA	NA	18-25 years (Maximum age limit may be relaxed upto 5 years in case of NIFT employees and deserving candi-dates possessing higher educational qualifications / experi-ence)	(i) Must have passed 10th class from a Board or its equivalent recognised by the Government (ii) ITI passed or its equivalent in a particular trade wherever identified by the Establishment as per the multi tasking profile from the recognised Institute. (BOG Meeting minutes dated 12.07.2011)	NA	2 years	Direct Recruitment	NA	(A) Director (B) 2 Members nominated by Director General	NA

*Subject to variation depending upon workload

**Appropriate designation will be assigned to those recruited on the basis on competency for the post.

Note:

Proficiency in Computer Operation and Applications means Employees must be conversant in the use of MS Office applications such as MS Word/Excel/Power.

Point/Access/Internet/Email in all cases including Accounts Software in case of Accounts.

ITI or any other technical qualifications means at least 3 years diploma/certificate from ITI or equivalent Government Recognized Institute.

Diploma/Certificate in Computers means at least 1-year full time/2 years part time program from a Government Recognised Institute or a reputed private institute.

