



NATIONAL INSTITUTE OF AYURVEDA

(Deemed To Be University)

(Ministry of AYUSH, Govt. of India)

Jorawar Singh Gate, Amer Road, JAIPUR 302002 (Rajasthan)

VACANCY NOTIFICATION NO. 2/2021

Applications, in the Prescribed Format, are invited for the following Posts to be filled by Direct Recruitment. Applicants interested may read the Details of the Posts and the Important Information and Instructions given below and apply accordingly in the Format also given hereunder:

1. PANCHAKARMA VAIDYA - 1 Post - Un-Reserved

Essential Qualification: MD(Ayurveda) in the Subject of Panchakarma from a recognized University and duly recognized by CCIM.

Pay Scale: Pay Level-10 Rs. 56,100-1,77,500 + NPA admissible as per Central Government Rules.

Age Limit: Not exceeding 40 Years as on the Closing Date for receipt of Applications.

2. JUNIOR STENOGRAPHER (HINDI) - 1 Post - Un-Reserved

Essential Qualification:

1. HSC from a recognised Central/State Board of Education.
2. Ability to write 80 WPM in Hindi Shorthand and a30 WPM in Hindi Typewriting.

Pay Scale: Pay Level-4 Rs. 25,500-81,100.

Age Limit: Not exceeding 28 Years as on the Closing Date for receipt of Applications.

3. JUNIOR MEDICAL LABORATORY TECHNOLOGIST - 1 Post - Un-Reserved

Essential Qualification: 10+2 with Science Subject and DMLT from any Government recognized institution with 1 Year relevant Experience.

Pay Scale: Pay Level - 5 Rs. 29,200-92,300

Age Limit: Not exceeding 28 Years as on the Closing Date for receipt of Applications.

4. LIBRARY ASSISTANT - 1 Post - Reserved for OBC

Essential Qualification

1. SSC from a recognised Central/State Board of Education.
2. Certificate in Library Science of 1 Year Duration.

Pay Scale: Pay Level 2. Rs. 19,900-63,200.

Age Limit: Not exceeding 30 Years as on the Closing Date for Receipt of Applications.

5. LOWER DIVISION CLERK (LDC) - 3 Posts - 1 OBC and 2 Un-Reserved

Essential Qualification:

1. Pass in 12th Standard from a Central/State Board of Education.
2. Typing Speed of 35 Words per Minute in English/30 Words per Minute in Hindi corresponding to 10500 KDPH/9000 KDPH respectively on an average of 5 Key Depressions for each word on Computer.

Pay Scale: Pay Level - 2. Rs. 19900-63200

Age Limit: Not exceeding 27 Years as on the Closing Date of Receipt of Applications.

6. MULTI TASKING STAFF (MTS): 11POSTS - (SC-1, ST-4, OBC-2, Un-Reserved-3 and 1 for ASD-Autism Spectrum Disorder(Mild, Moderate)/Intellectual Disability/Specific Learning Disability/Mental Illness.

Essential Qualification:

Pass in 10th Standard from a Central/State Board of Education.

Pay Scale: Pay Level - 1. Rs. 18000-56900

Age Limit: Not exceeding 25 Years as on the Closing Date for Receipt of Applications.

IMPORTANT INFORMATION & INSTRUCTION

1. The candidate must be a Citizen of India.
2. The Caste/EWS Certificate should be in the manner and Form prescribed by the Government of India.
3. Self-Attested Photocopies of Proof of Date of Birth, Caste/EWS, Educational Qualification, Experience etc. must be enclosed with the Application failing which the Application will be straightway rejected.
4. The details of Research Publications(indexed in index medicus, international/national journals, peer-reviewed etc.), should be clearly mentioned in a separate sheet of paper with proof. Please also attach Copies of Certificates of Conferences/Seminars/Workshops/CMEs/ROTPs attended, Key Note/Lead Speeches delivered, Participation as Resource Person etc. These are applicable only for the Post of Panchakarma Vaidya if possessed by applicants.
5. 1 Passport Size Self-Attested Photo should be pasted at the Upper Right Hand Corner of the Application Form.
6. 1 same Photo(without Attestation) should be stappled in the Application Form for further use.
7. The Address for Communication should be clearly and legibly written in CAPITAL LETTERS with PIN CODE, E-Mail, Mobile No. etc.
8. The Upper Age Limit prescribed for the Posts shall be relaxed by 5 Years in the case of Applicants belonging to SC, ST, 3 Years for OBC, 10 Years for Physically Handicapped and for Ex Servicemen as per provisions laid down by Govt. Of India. However, the Upper Age Limit prescribed is not applicable to regular employees of NIA.
9. The crucial date for determining the Age Limit for all Applicants will be the Closing Date of Applications which is **70th Day** of Date of Publication of this Vacancy Notification in Employment News (Excluding the Day of Publication).
10. The Pay Scales in NIA carry usual Allowances admissible as per Central Government Rules and applicable to the Institute.
11. New Pension Scheme of Government of India is applicable in the Institute.
12. Applicants already in Govt. Service must send their Applications Through Proper Channel. However an Advance Copy may be sent which must reach by the Closing Date.
13. For Shortlisting Candidates for Interview and/or Selection, Objective-Type Screening Tests will be conducted for all the above Posts depending upon the number of Applications for the Posts. The Scheme, Syllabus, Duration of the Test, Total Marks, Criteria for Award of Marks and any other information for the Screening Tests will be posted only on the Website of the Institute.
14. The Closing Date for Receipt of Applications for all Applicants, except for the Applicants mentioned in Point No. 15 below, is **60 Days** from the Date of Publication of this Notification in Employment News (Excluding the Day of Publication).
15. The Closing Date for Receipt of Applications for the Applicants belonging to Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K State, Spiti District and Pangri Sub-Division of Himachal Pradesh, Andaman & Nicobar Islands Lakshadweep is **70 Days** from the Date of Publication in Employment News.(Excluding the Day of Publication).
16. The Filled Application, affixed with 2 recent Passport Size Photographs, the Demand Draft of Fees, Self-attested copies of all the relevant Certificates/Documents etc. should reach the **Director, National Institute of Ayurveda, Jorawar Singh Gate, Amer Road, Jaipur 302002** by the Closing Date. The following Application Fee is to be paid for each Post by Demand Draft only, in favour of 'Director, National Institute of Ayurveda, Jaipur': Panchakarma Vaidya: Rs. 3500 for General and OBC and Rs. 3000 for SC, ST and EWS and for all other Posts: Rs. 2000 for General and OBC and Rs. 1800 for SC, ST and EWS Candidates. However, no Fee is payable by Applicants belonging to Ex-Servicemen and Applicants with ASD-Autism Spectrum Disorder(Mild, Moderate)/Intellectual Disability/Specific Learning Disability/Mental Illness. The Application fee paid will not be refunded in any case.
17. The Institute will not be responsible for any delay in receipt of any Application. Applications received after the Last Date or Applications incomplete in any respect, including less Fees etc., will be summarily rejected without any intimation.
18. Applications will not be accepted by E-Mail or Fax. No enquiry will be entertained over Phone, or E-Mail or Fax. Canvassing in any manner will disqualify the candidate.
19. Director reserves the right to increase or decrease the number of vacancies, to withdraw the vacancy of any or all the Posts and to reject any or all applications without assigning any reason thereof, whatsoever.
20. Director reserves the right to make any criteria for selection, amendment, cancellation or changes pertaining to this Vacancy Notification in whole or part thereof without assigning any reason thereof, whatsoever.
21. Any corrigendum, amendment, order etc. regarding this Vacancy Notification will be displayed only in the Website of the Institute and will not be published in Employment News or Newspapers.
22. **The Institute will not be responsible for any postal delay in receipt of Call Letters for Screening Tests or for any other purpose by the candidates. The Applicants are, therefore, advised to access and visit the Website of the Institute frequently for all further information relating to this Vacancy Notification and the Recruitments including Date, Time, Venue of the Screening Tests, etc. for the above Posts.**


PROF. SANJEEV SHARMA
DIRECTOR & VICE-CHANCELLOR I/C
24-11-2021

राष्ट्रीय आयुर्वेद संस्थान
NATIONAL INSTITUTE OF AYURVEDA



रिक्ति विज्ञापन संख्या 2/2021
VACANCY NOTIFICATION NO. 2/2021

APPLICATION FORMAT



Name of the Post Applied for _____ Category/वर्ग: _____
पद जिसके लिए आवेदन किया

Application Fee DD No./ आवेदन शुल्क डी.डी. नं. _____ Dated/दिनांक _____ Rs./ रु. _____

1. Full Name (In Block Letters): _____
पूरा नाम

2. Father's/Husband's Name: _____
पिता/पति का नाम

3. Mother's Name: _____
माता का नाम

4. Date of Birth and Age as on the Crucial Date for the Post _____
जन्म तिथि एवं पद हेतु महत्वपूर्ण तिथि को आयु

5. Address for Communication with PIN Code: _____
पत्राचार के लिए पता मय पिन कोड

Telephone No., Mobile No., E-Mail: _____
टेलीफोन नं., मोबाईल नं., ई-मेल

6. Category(General/EWS/SC/ST/OBC/Phy. Handicapped/_____
Ex-Serviceman/Autonomous Body/In-Service of Central Govt.)
वर्ग (सामान्य/आर्थिक रूप से कमजोर वर्ग/अ.जा./अ.ज.जा./अ.पि.व./शा.दिव्यांग/भूतपूर्व सैनिक/स्वायत्त संस्थान/
भारत-सरकार के सेवाधीन)

7. Educational Qualification/शैक्षणिक योग्यता

Examinations Passed उत्तीर्ण परीक्षा	University/Board/Institution विश्वविद्यालय/विद्यालय परिषद/संस्थान	Year of Passing उत्तीर्ण करने का वर्ष	Subjects विषय	Division/Percentage श्रेणी/अंक प्रतिशत

8. Details of Experience/अनुभव:

Post Held with Salary धारित पद का नाम एवं वेतन	Name of the Institution/Organization संस्था का नाम	Period (From - To) समयावधि (से - तक)	Nature of Job Handled सेवा प्रकार

9. Publications/Research Papers/Articles/Books Published in Index Medicus or National/ International Journals/Peer Reviewed Journals (Please attach Photocopies of Reprints).

प्रकाशन/शोधपत्र/लेख(राष्ट्रीय एवं अन्तर्राष्ट्रीय स्तरीय एवं अनुक्रमित पत्रिकाओं)/पुस्तक प्रकाशन (कृपया प्रतिलिपि संलग्न करें)

Book Published with ISBN No. / पुस्तक प्रकाशित मय आईएसबीएन नं. :

Chapter Published in a Book/ पुस्तक में प्रकाशित चैप्टर :

National Peer-Reviewed Journals/राष्ट्रीय पुनर्वीक्षित पत्रिकाएँ :

International Peer-Reviewed Journals/अन्तर्राष्ट्रीय पुनर्वीक्षित पत्रिकाएँ :

Index Medicus/चिकित्सकीय अनुक्रमित पत्रिकाएँ :

10. Participation in Workshops, Seminars, Conferences etc. (With Proof)

कार्यशाला, संगोष्ठी आदि में भाग (प्रमाण सहित)

11. Participation in Trainings(ROTP, TOT, CME or any other Training with Duration) (With Proof)

प्रशिक्षण में भाग (पुनःप्रशिक्षण, अध्यापन प्रशिक्षण या अन्य समयावधि सहित) (प्रमाण सहित)

(S. No. 9, 10 and 11 is only for the Post of Panchkarma Vadiya, if possessed by the Applicant)

(क्र.स. 9, 10 एवं 11 केवल पंचकर्म वद्य पद हेतु)

12. List of Enclosures with the Application/ आवेदन पत्र के साथ संलग्नकों की सूची :

13. Any relevant additional training like Computer, Financial, Administration :

अन्य सम्बन्धित अतिरिक्त प्रशिक्षण जैसे - कम्प्यूटर, वित्त एवं प्रशासन आदि

DECLARATION/घोषणा

I hereby declare that the information mentioned in this Application is correct and true to the best of my knowledge and belief and I understand that furnishing false/improper information will lead to rejection and cancellation of my candidature and also that I am liable for legal and/or disciplinary action as may be initiated by the National Institute of Ayurveda.

मैं यह प्रमाणित करता/करती हूँ कि मेरे द्वारा दी गई उपरोक्त जानकारी सही एवं सत्य है। मुझे यह ज्ञात है कि असत्य या अनुचित जानकारी की स्थिति में मेरा आवेदन निरस्त हो जायेगा एवं राष्ट्रीय आयुर्वेद संस्थान, जयपुर मेरे विरुद्ध कानूनी या शासकीय कार्यवाही शुरू कर सकता है।

Date:
दिनांक

Signature of the Candidate
अभ्यर्थी के हस्ताक्षर