



राष्ट्रीय औषधीय शिक्षा एवं अनुसंधान संस्थान, रायबरेली

(औषध निर्माण विभाग, रसायन एवं उर्वरक मंत्रालय, भारत सरकार का एक स्वायत्तशासी संस्थान)

श्री भवानी पेपर मिल रोड, रायबरेली-229010 (उ.प्र.) भारत, दूरभाष: 0535-2001569, फ़ैक्स: 0535-2700857

NATIONAL INSTITUTE OF PHARMACEUTICAL EDUCATION AND RESEARCH, RAEBARELI

(An Autonomous Institute under Department of Pharmaceuticals, Ministry of Chemicals and Fertilizers, Government of India)

Shree Bhawani Paper Mill Road, Raebareli-229010-(U.P.)-India Phone :0535-2001569, Fax:0535-2700857, Web: www.niperraebareli.edu.in

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WALK-IN-INTERVIEW

The National Institute of Pharmaceutical Education and Research (NIPER) have been created as a centre of excellence for higher education, research and development in pharmaceutical sciences. NIPER, Raebareli at ITI campus, Raebareli invites eligible candidates for following positions on purely temporary basis on contract initially for a period of 1 year which can be extended further. The selected candidates shall have no claim for regularization against any regular post.

Sl. No.	Post Code	Name of the post(s)	No. of posts & Categories
1	Post Code - 1	Finance and Accounts Officer	01 (UR)
2	Post Code - 2	Section Officer (Store and Purchase)	01(UR)
3	Post Code - 3	Technical Assistant Computer Section	01 (UR)
4	Post Code - 4	Library and Information Assistant	01 (UR)
5	Post Code - 5	Assistant Grade - III	03 (UR)

Note:- Emoluments will be fixed as per qualifications, experience, credentiality and expertise.

Details of Post:-

1. Finance & Account Officer - 1 (One) position (UR). Age Limit:- 45 years.

Qualification(s): Master Degree with Commerce or Business Administration (Finance) with at least 55% marks or its equivalent grade.

Experience:

- (i) At least 10 years of experience in dealing with Finance and Accounts in Institute / University / Government Organization of repute.
- (ii) Knowledge / proficiency in Central Government rules & regulations of Administrative functioning, GFR, Project Management and Balance sheet etc.

2. Section Officer (Store & Purchase)- 1 (One) position (UR). Age Limit:40 years.

Qualification(s): Graduate with at least 55% marks or its equivalent grade.

Experience:

- (i) 8 years in dealing and supervising Stores and Purchase in University/IITs/ Central research institutes of repute.
- (ii) Knowledge / Proficiency in Central Government rules & regulations.

Desirable: Conversant with import procedures, inventory control and material management and experience in computer and data entry operations.

3. Technical Assistant Computer Section - 1 (One) position (UR). Age Limit: - 40 years.

Qualification: MCA, B.E./B.Tech(Computer Science/ IT).

Experience: 3 Years of experience as per the required specialization.

4. Library and Information Assistant - 1 (One) position (UR). Age Limit: - 45 years.

Qualification: B.Sc./B.B.A. /B.A/B.Com with B Lib.Sc. with 55% marks or equivalent grade.

Experience: 3 years of experience in library operation in a Research Institute/University of repute.

5. Assistant Grade-III-3 (Three) positions (UR). Age Limit: - 40 years.

Qualification(s) : Graduate with 55% marks with fluency in English and proficiency in MS office & computer operations.

Experience: 2 years experience in Government/ University/ Institute (Private / Government) handling Finance & Accounts / Store & Purchase / General Administration / Recruitment / Academic related job.

Schedule of walk -in-interview is as under:

Date: - March 9, 2018 (Friday)

Time: - Candidates should report at 08:30 AM. Candidates reporting after 10:00 AM will not be considered.

Venue: - National Institute of Pharmaceutical Education and Research (NIPER) Raebareli Campus, Shree Bhawani Paper Mill Road, ITI Compound, Raebareli - 229 010.

General Information

1. Applications are invited from eligible Indian citizen. Mere eligibility will not entitle any candidate for being called for interview.
2. Eligible candidates must bring with them a duly filled application form (which can be downloaded from website) along with all original documents as well as self attested copies of certificates of examinations starting from matriculation, date of birth, caste certificate (in case of SC/ST/OBC), experience certificate, if any and recent passport size photograph etc, otherwise they will not be entertained.

3. Application form may be downloaded from Institute website: www.niperraebareli.edu.in.
4. Incomplete application or without relevant supporting enclosures (attested copies of degrees / certificates / marks sheets / experience certificates / document certifying date of birth, reprint of important publications etc.) will be out-rightly rejected.
5. Age relaxations shall be permissible to reserved category candidates as per extant rules of the Government of India.
6. The date for determination of age, qualification and experience shall be the date of interview.
7. Experience will be considered only after acquiring the essential qualification.
8. No TA / DA will be paid to the candidates for attending the interview.
9. The Director reserves the right to withdraw advertised post(s) at any time without assigning any reason. Director also reserves the right to fill or not to fill the post(s) and its decision in this regard shall be final.
10. On the recommendation of the Selection committee, the competent authority may relax age limit/ experience/ qualification on recommendation of the Committee. However, there is no age limit for Departmental candidates.
11. Selected candidates may be asked to work at Raebareli / Lucknow campus of NIPER, Raebareli.
12. In case no suitable candidate(s) is /are found for higher teaching and non-teaching posts, may be offered lower position.
13. No interim enquiries/correspondence/communication will be entertained.
14. The Director reserves the right to increase/decrease the number of posts at the time of selection.
15. Canvassing in any form may lead to disqualification of candidature.
16. All appointments are temporary and contractual in nature and same is renewable depending upon performance and mutual consent for every year. The candidate will have no right to claim for regularization of the post. All appointments are contractual in nature and on fixed / consolidated pay.
17. The Institutes shall verify the antecedents and documents submitted by a candidate at any time at the time of appointment or during the tenure of the service. In case, it is detected that the documents submitted by the candidates are fake or the candidates has a clandestine antecedents/background and has suppressed the said information, then his / her services shall be terminated.
18. Only those candidates who are fulfill the criteria will be allowed to appear for the interview.

19. Original documents are essential for verification of the particulars quoted by the candidate in the application form and candidate failed to produce original documents at the time of verification, shall not be allowed to attend the interview. Any request for relaxation in this regard shall not be entertained.
20. The process of selection may include presentation / seminar / test/ interview or as to be decided by the Selection Committee.
