

Ref. No.: NIPER-R/Recruit/01/2021-22

Date: December 20, 2021

National Institute of Pharmaceutical Education and Research, Raebareli (NIPER-R) is an Institute of National Importance set up by an Act of Parliament under the aegis of Dept. of Pharmaceuticals, Ministry of Chemicals & Fertilizers, Govt. of India, to impart higher education and undertake advanced research in the field of Pharmaceutical Sciences and Technology.

A-Teaching Positions

NIPER-R desires to recruit Professors for the institute in various departments as detailed below. NIPER-R is looking for candidates, who exhibit a high level of achievement, scientific maturity, ability to conduct research, guide students and possess leadership qualities in the chosen field. Online Applications are invited from the eligible Indian Nationals for Direct Recruitment for the **Teaching** positions on regular basis through open competition.

Post Code	Designation /Position	Discipline	ine Pay Level		Reservation				
			(7th CPC)	UR	OBC	SC	ST	EWS	age
T-001	Professor	Medicinal Chemistry	14	1	0	0	0	0	50
T-002	Professor	Pharmaceutics	14	1	0	0	0	0	50
T-003	Professor	Pharmacology & Toxicology	14	1	0	0	0	0	50

B- Non-Teaching Positions

NIPER-R desires to recruit Non-Teaching staff for the institute in various departments as detailed below. NIPER-R is looking for candidates, who exhibit a high level of achievement, in their expertise. Online Applications are invited from the eligible Indian Nationals for Direct Recruitment for the **Non-Teaching** position on regular basis through open competition.

Post	Designation /Position	Department	Pay Level		Re	serva	ation		Max.
Code			(7 th CPC)	UR	OBC	SC	ST	EWS	age
NT-001	Library & Information officer	Library	10	1	0	0	0	0	40
NT-002	Estate & Security Officer	Administration	10	1	0	0	0	0	45
NT-003	Medical Officer	Administration	10	1	0	0	0	0	40
NT-004	Public Relation officer	Administration	08	1	0	0	0	0	35
NT-005	Guest House & Hostel Supervisor	Administration	09	1	0	0	0	0	35
NT-006	Junior Hindi Translator	Administration	06	1	0	0	0	0	35
NT-007	Receptionist & Telephone Operator	Administration	07	1	0	0	0	0	35

Date & time of commencement of Online Applications	
	24/12/2021 from 11:00 AM
Last date & time of Online Application & Payment of Fees	
	31/01/2022 up to 6:00 PM
Last date for receipt of hard copy of the online application	
along with all enclosures	07/02/2022 up to 5:00 PM

For online application form and other important details, please visit Institute Website www.niperraebareli.edu.in

Age relaxation as per GoI Orders for SC/ST/OBC/PH/Ex-Service personnel/PWD categories against reserved posts only, if any.

5 years age Relaxation for all above positions to the Departmental candidates.

Abbreviations Used : UR - Unreserved, OBC-Other Backward Classes, SC-Schedule Castes, ST-Scheduled Tribes & EWS - Economically Weaker Sections.

Sd/-Registrar NIPER-Raebareli

Advertisement No. NIPER-R/Recruit/01/2021-22, Dated 20.12.2021

Qualification and Experience criteria:

A- Teaching Positions

Dest Cala /	N	Eggential and Desirable Qualifier times
Post Code /	Number of	Essential and Desirable Qualifications
Designation	-	
(Department)	Positions/	
and pay Matrix	reservati- on/ Max	
	age limit	
T-001 Professor	One/ UR /	Essential:
(Medicinal	50 Years	Ph.D., in Pharmaceutical Sciences/ Pharmaceutical Chemistry /
Chemistry)	JUTEAIS	
Pay level 14	Probation:	Medicinal Chemistry / Natural product Chemistry with First class
	One Year	or equivalent grade at the preceding degree (M.Pharm/MS/M.Sc.)
	One real	in Pharmaceutical Chemistry/ Medicinal Chemistry / Chemistry /
		Organic Chemistry / Natural Product Chemistry with a very good
		academic record throughout and at least 10 years of
		Teaching/Research/ Industrial experience with published works of
		high quality, well recognized and established reputation of having
		made conspicuous seminal contribution to knowledge in the above
		areas.
		Desirable:
		Candidate should have expertise in sustainable Organic Synthesis
		including Green Chemistry for bio-active heterocycles and drugs
		or drug intermediates, drug discovery in the context of Medicinal
		Chemistry / Organic Synthesis / Natural Product inspired Drug
		Synthesis etc., Isolation and Characterization of Bio-active
		molecules from the herbal products.
		Preference will be given to the candidate having minimum of 4
		years' experience at the level of Associate Professor or equivalent
		and who completes at least two EMR or Industry sponsored project
		with administrative experience like establishment of Department,
		etc. And should have conducted research in the above areas with
		translation potential.
		Condidate should have demonstrated adequate experience of
		Candidate should have demonstrated adequate experience of
		independent research in terms of guidance of Master students and
		at least two Ph.D., student and having good publications in SCI
		Indexed journals.

T-002 Professor (Pharmaceutics) Pay level 14	One/ UR / 50 Years Probation: One Year	Essential: Ph. D in Pharmaceutical Sciences with First class or equivalent grade at the preceding degree (M.Pharm / MS) in Pharmaceutics / Pharmaceutical Technology (Formulations) /Industrial Pharmacy with a very good academic record throughout, and at least 10 years of Teaching/ Research/ Industrial experience with good publications track record (in SCI journals) / Patents in the above mentioned areas
		Desirable: Candidate should have leadership qualities with adequate experience of independent research in the above specialization in terms of guiding Master students and Ph. D students. Preference will be given to the candidates having minimum of 4 years' experience at the level of Associate Professor or equivalent who have completed at least two EMR or Industry sponsored projects with adequate administrative experience to lead the department and should have conducted research in the above areas with translation potential.
T-003 Professor (Pharmacology & Toxicology) Pay level 14	One/UR/ 50 Years Probation: One Year	Essential : Ph.D., in Pharmaceutical Sciences with First class or equivalent grade at the preceding degree (M.Pharm/MS/M.Tech/M.Sc.) in the Pharmacology & Toxicology, Regulatory Toxicology, Biotechnology/Medical Biotechnology/Biomedical Sciences with a very good academic record throughout and at least 10 years of Teaching/Research/Industrial experience with published works of high quality well recognized and established reputation of having made conspicuous seminal contribution to knowledge in Pharmaceutical and allied areas.
		Desirable: Candidate should have leadership qualities in different areas of in vitro and in vivo pharmacology and toxicology. Also the candidate should have scientific and administrative leadership in handling / Supervising the centers of excellence / National Centers such as Central Animal House and drug Testing facility etc., Preference will be given to the candidates having minimum of 4 years' experience at the level of Associate Professor or equivalent who completed at least two EMR or Industry sponsored projects and adequate administrative experience to lead the Department and should have conducted research in the above areas with translation potential.
		Candidate should have demonstrated leadership and adequate experience of independent research in the above specialization in terms of guiding master's and Ph. D students.

B- Non-Teaching Positions

Qualification and Experience criteria:

Post Code	Post Name / Department / Pay Level	Number of Positions/ reservation/ Max age limit years	Essential & Desirable Qualification	Remarks
NT-001	Graduation in Library Science or Library &		Period of Probation 2Years Period of	
002	Estate & Security Officer / Administration / Pay Level 10	ONE / UR / 45	recognized University/ Institute. Experience: 5 (Five) years of experience in Commissioned service in Army/Navy/ Air force / Para Military Force or Police only not below the rank of captain or equivalent / Dy. SP of Police. Desirable Qualification: Preference will be given to the candidate with experience in Supervision and Maintenance of the campus in National Institutes.	7 1 1 1
NT- 003	Medical Officer /Administration / Pay Level 10	ONE / UR / 40	 Essential Qualification: M.B.B.S Degree in any one of the schedules to the Indian Medical Council Act, 1956 (102 of 1956) and must be registered in State Medical Register or Indian Medical Register. Experience: 5 (FIVE) Years of experience in reputed organizations / hospitals Desirable Qualification: Post Graduate Medical Qualification recognized by the MCI, Preference will be given to MD in General Medicine. 	Period of Probation 2 Years

NT-	Public Relation	ONE / UR /	Essential Qualification: Postgraduate in any discipline from a recognized	Period of Probation:
004	Officer /	35	University / Institute.	2Years
	Administration /		Experience:	
	Pay Level 8		At least five years of experience in Public Relation	
	I ay Level O		/ Training and Placement in Central/State Govt.	
			Organizations/ PSUs/ University/Research	
			Institutions or Central/State Autonomous	
			Bodies/other Recognized Institutions of repute. Desirable:	
			MBA or Post Graduate Degree / Diploma in Mass	
			Communication. Ability to compose & edit press	
			releases, newsletters.	
NT-	Guest House &	ONE / UR	Essential Qualification:	Period of
		/35	Qualification: Bachelor's degree from a	Probation :
005	Hostel Supervisor /	/55	recognized University/Institution.	2Years
	Administration /		Experience: Five years of relevant	
	Pay Level 9		experience in Central/ State Govt.	
			Organizations/ University Research	
			Institution or Central/State Autonomous	
			Bodies/other recognized Institutions of	
			repute.	
			Desirable:	
			Degree or Diploma in Catering/Hotel	
			Management.	
NT-	Junior Hindi	ONE /UR /	Essential Qualification:	Period of
006	Translator /	35	i) Master's degree of a recognized University in	
000		00	Hindi or English with Hindi as a main subject at	2 Years
	Administration / Pay		the degree level.	
	Level 6		OR	
			ii) Master's degree from a recognized University	
			in any subject with Hindi as medium of	
			Examination	
			with English as a compulsory subject at degree	
			level.	
			OR	
			iii) Bachelor's degree with Hindi and English as main subject with either of the two as medium of	
			Examination and other as main subject plus	
			recognized diploma Certificate Course of not less	
			than one year in translation from Hindi to English	
			and vice Versa or two years' experience of	
			Translation work from Hindi to English and vice	
			versa in Central Government office. Including	
			Government of India undertaking.	
			Desirable:	
			Proficiency in computer operation in Hindi.	

NT- 007	Receptionist Cum Telephone Operator / Administration / Pay Level 7	Essential Qualification: Graduate in any discipline from a recognized Institute/University. Experience: Three years of experience in relevant field in Central/State Govt. Organizations/ PSUs/ University/ Research Institutions or Central/State Autonomous Bodies/other recognized Institutions of repute. The candidate should have good communication skills. Desirable: Proficiency in Computer's operation. Proference will be given to the candidate baying	Period of Probation : 2Years

GENERAL INSTRUCTIONS, ESSENTIAL INFORMATION AND CLARIFICATIONS

1. Eligibility, Age, Qualification & Experience:

а	Candidates of only Indian Nationality can apply for these posts.
b	Pay-levels mentioned are of 7 th Central Pay Commission.
С	Qualifications and experience of candidates must be relevant to the position applied for
d	Age and experience requirements shall be reckoned as on the closing date of the advertisement; For Teaching positions, experience gained after completion of post- graduation and after Ph.D. will be considered subject to production of experience certificate.
e	Mere fulfillment of qualifications and experience does not entitle a candidate to be short- listed. The Institute reserves the right to restrict the candidates to be called for the selection process to a reasonable number based on relevant criteria, higher than the minimum prescribed.
f	The Institute reserves the right to act and take decisions as deemed fit, in all matters relating to (i) eligibility; (ii) acceptance or rejection of the application; (iii) incomplete or incorrect information (if any) furnished by the applicant; (iv) short listing and selection; (v) offer of appointment on regular or contract basis. No request or correspondence of any kind in this regard would be entertained.
g	No vigilance or disciplinary case should have been contemplated, initiated, pending, or taken against the candidate as on the date of submitting the applications. Such candidates would be ineligible and hence should not apply. If such a development arises after the candidate submits the application, the Institute must be promptly notified.
h i	The candidates should not have faced any action by any law enforcement agency and should not have been convicted by any Court of Law, either in India or abroad. All the appointees including the in-service candidates shall be governed by the New
	Pension Scheme (NPS) introduced by Govt. of India.
j	Appointments under Direct Recruitment are regular in nature with a probation period as per the norms of the institute and the same shall be confirmed depending upon satisfactory performance of the incumbent.
k	 The Institute reserves the right to: (a) Withdraw the advertisement either partly or wholly at any time without assigning any reason to this effect. (b) Fill or not to fill up some or all the posts advertised for any reasons whatsoever. (c) Increase/decrease the number of posts without giving any reason. (d) Any edition/deletion and changes in matter of terms and conditions given in this notification of recruitment.

2. Vacancies and Positions:

а	The vacancies and positions are as given in the advertisement above.
b	The Institute reserves the right not to fill any, some or all the advertised positions; or cancel the advertisement in whole or in part, without assigning any reason and without incurring any liability. The Institute also reserves the right to extend the closing date for receipt of applications; restrict, enlarge, modify, or alter the requirements or recruitment process in whole or part, if such need arises, without issuing any further notice or assigning any reason thereof.
С	Higher basic pay maybe considered for deserving candidates i.e., of outstanding merit or exceptional record of performance.
d	Appointments under Direct Recruitment are regular in nature with a probation period as per the norms of the Institute and the same shall be confirmed depending upon satisfactory performance of the incumbent.

3. Reservations and Age Relaxation:

а	The reservations/relaxations policy for SC/ ST/ OBC/PwBD/EWS applicants will be as per the existing Govt. of India policy. The upper age limit of Ex-serviceman shall be relaxed as per rules.
b	Reservations and concessions for SC, ST, OBC and Persons with Benchmark Disabilities will
0	be as per existing Government of India norms as amended from time to time. Applicants
	applying for the reserved posts should clearly state to which category they belong.
С	Applicants seeking reservation under SC/ST category are required to submit certificate on the
	format prescribed by the Government of India, Department of Personnel & Training
	(Annexure-I).
d	Applicants seeking reservation under OBC category are required to submit certificate on the
	format prescribed by the Government of India, Department of Personnel & Training
	(Annexure-II).
е	Applicants applying for the post(s) reserved for OBC, should submit a self-attested copy of
C	valid caste certificate specifically mentioning Creamy Layer-exclusion in the format prescribed
	by Govt. of India, issued by competent authority, vide Column 3 of GOI Dept. of Personnel and
	Training O.M. No. 36012/22/93-Estt.(SCT) dated 8.9.1993 and modified vide DoPT's O.M. No.
	36033/3/2004- Estt. (Res) dated 9.3.2004, subsequently revised vide 0.M. No.36033/3/2004-
	Estt.(Res) dated 14.10.2008.
	The Casta Cartificate must be in the form as preservibed by the Cast of India vide
	The Caste Certificate must be in the form as prescribed by the Govt. of India vide
f	OMNo.36036/2/2013- Estt (Res.) dated30/05/2014.
1	The person with Degree of Disability of 40% and above are eligible for applying for the PwBD.
	Proof to this effect, must be enclosed with the application as per Annexure - III-(a), III- (b), III-
	(c) (which ever applicable) without which the application will be treated as 'General
	(unreserved)'.
g	The age relaxations are as shown below

Cate	egory	Age Relaxation
OBC		3 Years against reserved posts only
SC/ST		5 Years against reserved posts only
PWD with disability	n 40% minimum	15 Years for SC/ST, 13Years for OBC and 10 Years for others against all the posts identified suitable for the relevant category of disability; subject to maximum age not exceeding 56 Years on the last date for receipt of application
EX Servio	cemen	As per the Government of India norms.
Departme	ntal Candidates	Relaxable up to 5 years as per the norms for appointment by Direct Recruitment (Applicable to the candidates working in DoP or in any NIPERs)

4. Disqualification:

a	The Institute shall verify the antecedents and documents submitted by applicants at any time, at the time of appointment or during the tenure of service. In case, it is found that the Applicants have submitted fake documents, or the Applicants have undesirable clandestine antecedents/background and have suppressed the material information, his/her services shall be liable to be terminated.
b	The character of a person for direct recruitment to the service must be such as to render him/her suitable in all respect for appointment to the service. Persons dismissed by the Union Government or by a State Government or by a Local Authority or a Government Corporation owned or controlled by the Central Government or State Government will be deemed to be ineligible for appointment.
С	In case of any inadvertent mistake in the process of selection which may be detected at any stage even after the issuance of appointment letter, the Institute reserves the right to modify/withdraw/cancel any communication made to the Applicants.
d	Canvassing in any form on behalf of or by any applicant will disqualify him/her from being considered for post.
e	Candidates, who have obtained degrees or diplomas or certificates for various courses from any Institution declared fake/derecognized by the UGC/AICTE/PCI shall not be eligible for being considered for recruitment to the posts advertised. If this is detected at any stage during their service, their service will be terminated forthwith.
f	A Candidate's admission to the Written Test/Interview and subsequent process is strictly provisional. The mere fact that the call letter has been issued to the candidate does not imply that his/her candidature has been finally cleared by the NIPER-Raebareli. The NIPER-Raebareli would be free to reject any application, at any stage of the process, cancel the candidature of the candidate in case it is detected at any stage that a candidate does not fulfill the eligibility norms and/or that he/she has furnished any incorrect/false information/Certificate/documents or has suppressed any material fact(s). If any of these shortcoming(s) is/are detected after appointment in the NIPER-Raebareli, their services are liable to be summarily terminated.

5. How to Apply and Other Terms and Conditions:

Interested candidates are invited to apply online using the prescribed link given on the Institute website web site (www.niperraebareli.edu.in) from 11:00 AM on 24.12.2021 to 6:00 PM on 31. 01.2022.

а	Selection committee reserves the right to recommend higher initial pay and position to exceptionally qualified and deserving selected applicants.
b	No TA/DA and accommodation shall be provided for attending interview and presentation.
С	Call letters and other correspondence for attending the interview, etc., will be sent only to the eligible candidates by Email only and will be displayed on the Institute's website.
d	After joining the service of the Institute, the persons will have to abide by the Rules, Regulations, Ordinances, Statutes and Act of the Institute applicable from time to time. He/ She may be assigned any duty within or outside the Institute depending upon the exigency of the work.
е	No interim correspondence whatsoever will be entertained from Applicants regarding conduct and result of test(s) or Interviews and reasons for not being called for test(s) or interview.
f	In case of any dispute/ambiguity that may occur in the process of selection, the decision of the Director NIPER-Raebareli in all matters relating to eligibility, acceptance or rejection of applications, mode of selection, conduct of examination/ interview will be final and no query or correspondence will be entertained in this connection from any individual or his/her agency.
g	No person shall be recruited unless he/she is in good mental and physical health and free from any physical defect that is likely to interfere with the efficient performance of his official duties. Candidates, who are finally approved for the appointment to the institute, shall produce Medical Certificate from an authorized Government Medical Officer at the time of joining the Institute.
h	Candidates are advised to visit the website: <u>www.niperraebareli.edu.in</u> regularly. Only Email communication will be sent. No separate call letter will be sent.
i	In case any dispute arises on account of interpretation of clauses in any version of this Advertisement in language other than English, the English version available on the NIPER-Raebareli Website shall prevail.
j	Errors and omissions in notification and selection process are subject to corrections as per rules and regulations. Moreover, the guidelines relating to recruitment rules shall be followed as per NIPER Act, 1998 and as amended from time to time.
k	In case of universities/institute awarding CGPA/SGPA/OGPA grades etc., candidates are requested to convert the same into percentage based on the formula as per their university/institute guidelines.
1	 The institute reserves the right to: (a) Withdraw the advertisement either partly or wholly at any time without assigning any reason to this effect (b) Fill or not to fill up some or all the posts advertised for any reasons whatsoever (c) Increase/Decrease the number of posts without giving any reason. (d) Any addition/deletion and changes in matter of terms and conditions given in this notification of recruitment (e) Hold written test, Skill/Trade test, Presentation and/or Interview for selection, whenever circumstances so warrant. (f) To frame the criteria rules by the committee while short listing.

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m	Only the online applications with required uploaded enclosures will be accepted. Applicants should send ONE hard copy of the application to reach before the date and time mentioned at 5. s) latest, along with all self- attested testimonials, certificates and all supporting documents wherever required without which the application will not be considered. Applicants must produce original testimonials, certificates, and other documents at the time of interview, if called.
	The envelope should be super scribed as Application for the Post ofvideadvertisement no.NIPER-R/Recruit/01/2021-22, Date: 20 /12/2021
	Postal Address for sending the Application through speed post or Courier:
	Registrar, National Institute of Pharmaceutical Education and Research (NIPER), Raebareli New Transit Campus, Ahmedpur-Kamlapur (Near CRPF Base Camp and Bijnor Chowki),
	PO: Mati, Sarojini Nagar, Lucknow-226 002, Uttar Pradesh
	Phone:0522-2497903 Email: <u>recruitment.niperr@gmail.com</u>
	Website: www.niperraebareli.edu.in
n	The applicants serving in Govt./Semi-Govt./PSUs/Autonomous organization must send their application (in the prescribed format Annexure-IV) along with the relevant documents "Through Proper Channel". In case the applicants are in service, and delay is expected in getting endorsement of the employer concerned on the original application, the applicants may submit an advance copy of the application along with all enclosures directly (with or without the employer's endorsement on the advance copy). The candidates should submit original application through proper channel by the last date mentioned in this employment notification; the applicants will have to submit a 'NO OBJECTION CERTIFICATE' along with Vigilance Clearance Certificate in a sealed cover from his/her employer of the Institute at the time of interview / written exam. The candidates are required to send advance copies of their applications, but their candidature shall only be considered if the applications are received through proper channel, within 07 days after the closing date for receipt of applications (Annexure-IV).
0	will not be entertained under any circumstances. The Institute will not be responsible for any loss of e-mail, loss of any communication due to wrong address provided by the candidates.
р	Incomplete Hard copy of application or those without relevant supporting documents (self- attested copies of Date of birth/Degrees/Certificates/Mark sheets/Experience Certificates/documents, etc.) will be rejected. Applicants shall have to produce original testimonials at the time of Test / interview, failing which they will not be allowed to appear in Test / interview.

q	Fee of Rs.1000 /-(Rupees one thousand only) for both the Teaching and Group-A officers (from Pay level 10 and above) and Rs.500 /- (Rupees five hundred only) for other non- teaching posts has to be paid through the link provided inside the portal. Once the fee is submitted through online, the candidates are requested to enter the reference number, payment date and amount in the NIPER Raebareli recruitment portal, without which, final submission will not be allowed. The fee once paid will not be refunded or adjusted under any circumstances. No fee is required for the candidates belonging to SC/ST, PwD category. Candidate after submission of Application and payment of fee, a PDF will be generated with the completed form and fees receipt. Applicants are required to take the print of the PDF application form and fee receipt, sign and send the same along with all self attested relevant supporting documents by Speed post / Courier to: Registrar , National Institute of Pharmaceutical Education and Research (NIPER), Raebareli New Transit Campus, Ahmedpur-Kamlapur (Near CRPF Base Camp and Bijnor Chowki), PO: Mati, Sarojini Nagar, Lucknow, Uttar Pradesh PIN:226002				
	With superscribing the envelope as mentioned at 5. m above				
r	In case of any corrigendum/addendum pertaining to this advertisement, the same shall be published on the Institute's website only. Accordingly, all applicants in their own interests are advised to regularly visit the Institute's website <u>www.niperraebareli.edu.in</u> . They should also regularly check their email account for updates.				
S	(a) The application is to be submitted in four distinct steps, as below:				
	 (i) Registration (online) (ii) Fee Submission (online) (iii) Application Submission (online) (iv) Dispatch of physical copy of online application with all other enclosures (b) The datelines for the above-mentioned stages of application is as follows: 				
	Commencement of Online Registration 24.12.2021 from 11 am				
	Last date of Online Application & 31.01.2022 up to 6 pm Payment of Fees				
	Payment of FeesLast date of receipt of hard copy of07.02.2022 up to 5 pm				
	online application at NIPER-R along				
	with all relevant enclosures.				
t	The Institute will NOT be responsible for non-receipt of application (s) within the				
	stipulated period due to any postal delay/ loss of application/ document sent in transit.				
	Applications received after the last date and time will NOT be considered.				
u	The Institute will communicate only with short-listed and selected candidates. It is				
	explicitly made clear that no correspondence, whatsoever, shall be entertained from				
	applicants not shortlisted for interview or not selected for appointment.				

V	Applicants should read carefully the requisite minimum essential qualifications, age and eligibility, experience criteria etc., laid down in the advertisement and are advised to ensure before applying that they possess essential qualification and experience for the post. The Experience and Qualification will be reckoned as on the last date for submission of application. No updating of qualification and experience will be entertained after the last date. The qualification and experience given in the Advt. is minimum and Institute may prefer the candidates with higher credentials and experience in the Govt. system on similar positions. Therefore, mere fulfillment to minimum qualifications and experience does not entitle any candidate to receive call letter for interview and the decision of the NIPER Raebareli shall be final.
W	The maximum age limit and eligibility conditions shall be reckoned as on the date of last date for receipt of applications.
X	Application once submitted cannot be altered/ resubmitted, under any circumstances. Further, no request with respect to making changes in any data/particulars entered by the candidate in the Online Application will be entertained once the application is submitted successfully. Therefore, please keep all data/details ready before you start filling up the Application Online.
у	The persons applying for more than one post must apply separately for each post (along with payment of prescribed fees for each post). Incomplete application in any respect will not be considered.
Z	It is advised that the Applications to the Institute may be sent well in advance without waiting for the last date to avoid postal delay or any delay due to other unforeseen events or circumstances. The Institute will not be responsible for any postal delay at any stage.

<u>ANNEXURE - I</u>

FORMAT FOR SC/ST CERTIFICATE

A candidate who claims to belong to one of the Scheduled Caste or the Scheduled Tribes should submit in support of his claim an attested/certified copy of a certificate in the form given below, from the District Officer or the sub-Divisional Officer or any other officer as indicated below of the District in which his parents (or surviving parent) ordinarily reside who has been designated by the State Government concerned as competent to issue such a certificate. If both his parents are dead, the officer signing the certificate should be of the district in which the candidate himself ordinarily resides otherwise than for the purpose of his own education. Wherever photograph is an integral part of the certificate, the Corporation would accept only attested photo copies of such certificates and not any other attested or true copy.

(The format of the certificate to be produced by Scheduled Castes and Scheduled Tribes candidates applying for appointment to posts under Government of India.)

This is to certify that Shri/Shrimati/Kumari*son / da	0
of of Village/Town/*	
in District/Division * of the State/Union Territory*	
of the State/Union Territory*	
belongs to the Caste/Tribeswhich is recognized as a Scheduled Castes/S	
Tribes* under:	
@The Constitution (Scheduled Castes)order,1950	
@The Constitution (Scheduled Tribes) order, 1950	
@The Constitution (Scheduled Castes) Union Territories order,1951*	
@The Constitution (Scheduled Tribes) Union Territories Order,1951*	
[As amended by the Scheduled Castes and Scheduled Tribes Lists (Modification) order, 19 Bombay Reorganization Act, 1960 & the Punjab Reorganization Act, 1966, the State of H Pradesh Act 1970, the North-Eastern Area(Reorganization) Act, 1971 and the Scheduled Cas Scheduled Tribes Order(Amendment) Act, 1976.]	imachal
@The Constitution (Jammu &Kashmir) ScheduledCastesOrder, 1956	
@The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959 as amended	by the
Scheduled Castes and Scheduled Tribes Order (Amendment Act), 1976	
@The Constitution (Dadra and Nagar Haveli) Scheduled Castes Order 1962	
@The Constitution (Dadra and Nagar Haveli) Scheduled Tribes Order 1962	
@The Constitution (Pondicherry) Scheduled Castes Order 1964	
@The Constitution (Scheduled Tribes) (Uttar Pradesh) Order, 1967	
@The Constitution (Goa, Daman & Diu) Scheduled Castes Order, 1968	
@The Constitution (Goa, Daman & Diu) Scheduled Tribes Order 1968	
@The Constitution (Nagaland) Scheduled Tribes Order, 1970	
@The Constitution (Sikkim) Scheduled Castes Order 1978	
@The Constitution (Sikkim) Scheduled Tribes Order 1978	
@The Constitution (Jammu & Kashmir) Scheduled Tribes Order1989 @The Constitution (SC) orders (Amondment) Act, 1000	
@The Constitution (SC) orders (Amendment) Act, 1990@The Constitution (ST) orders (Amendment) Ordinance 1991	
@The Constitution (ST) orders (Amendment) Ordinance 1991 @The Constitution (ST) orders (Second Amendment) Act, 1991	
@The Constitution (ST) orders (Second Amendment) Act, 1991 @The Constitution (ST) orders (Amendment) Ordinance 1996	
@The Scheduled Caste and Scheduled Tribes Orders (Amendment) Act, 2002	
@The Constitution (Scheduled Caste) Orders (Amendment) Act, 2002	
@The Constitution (Scheduled Caste and Scheduled Tribes) Orders (Amendment) Act, 2002	

% 2. Applicable in the case of Scheduled Castes, Scheduled Tribes persons who have migrated from one State/Union Territory Administration to other.

This certificate is issued on the basis of the Scheduled Castes/ Scheduled Tribes certificate issued to Shri/ Shrimati________Father/Mother of Shri/ Shrimati/ Kumari*

Of village	e/town*
in District/Division*	of
the State/ Union Territory*_who belong to the	
Caste/Tribe* which is recognized as	a Scheduled Caste/Scheduled Tribe in
the State/Union Territory* issued by the	dated
%3.Shri/ Shrimati/ Kumari and/or* his/her family ordinarily resid	le(s)in village/town*
ofDistrict/Division*	of the
State/Union Territory of	

Signature_____

**Designation_____

With a Seal of Office State/Union Territory

Place:_____

Date:

* Please delete the words which are not applicable @ Please quote specific presidential order % Delete the paragraph which is not applicable.

NOTE: The term ordinarily reside(s) used here will have the same meaning as in section 20 of the Representation of the People Act, 1950.

** List of authorities empowered to issue Caste/Tribe Certificates:

- (i) District Magistrate / Additional District Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / Dy. Collector/Ist Class Stipendiary Magistrate/Sub-Divisional Magistrate / Extra-Assistant Commissioner / Taluka Magistrate / Executive Magistrate.
- (ii) Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate.
- (iii) Revenue Officers not below the rank of Tehsildar.
- (iv) Sub-Divisional Officers of the area where the candidate and/or his family normally resides.

NOTE: ST candidates belonging to Tamil Nadu state should submit caste certificate ONLY FROM THE REVENUE DIVISIONAL OFFICER.

FORMAT OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA

This	is to certify that	son/daughter of	
		of village	
		District/Division	
		State	belongs to the
	Communi	ity which is recognized as a backward clas	s under:
i)		3CC dated the 10th September, 1993, publ Section I, No. 186 dated 13th September,	
ii)	Resolution No. 12011/9/94-BC	CC, dated 19.10.1994 published in Gazette No. 163, dated 20th October,1994.	
iii)	Resolution No. 12011/7/95-BC	CC dated the 24th May 1995 Published in t ion I No. 88 dated 25th May,1995.	he Gazette of
iv)	Resolution No.12011/96/94-B		
v)	Resolution No. 12011/44/96-B	SCC, dated the 6th December, 1996, public Section-I, No. 210, dated the 11th Decem	
vi)	Resolution No.12011/13/97-B	CC dated 3rd December, 1997. vii) Resc 1997. viii) Resolution No.12011/68/98-B	olution No.12011/99/94-
vii)		CC dated 6th December, 1999, published ction-I No.270, 6th December,1999.	in the Gazette of
viii)	•	CC dated 4th April, 2000, published in the	Gazette of India, Extra
ix)	•	CC dated 21.9.2000, published in the Gaze	ette of India, Extra
x)	Resolution No.12015/9/2000-	BCC dated 6th September, 2001, publishe ction-1, No.246 dated 6th September,200	
xi)	Resolution No.12011/1/2001-	BCC dated 19th June,2003, published in th 1, No.151 dated 20th June,2003.	
xii)	Resolution No.12011/42002-B	CC dated 13th January, 2004, published ir 1, No.9 dated 13th January,2004.	the Gazette of India,
xiii)	Resolution No.12011/142004-	BCC dated 12th March, 2007, published ir ction-1, No.67 dated 12th March,2007.	n the Gazette of
Shri_		and/or his famil District/Division of the	y ordinarily reside(s) in
the		District/Division of the	State.

This is also to certify that he/she does not belong to the persons/sections (Creamy Layer) mentioned in column 3 of the Schedule to the Government of India, Department of Personnel & Training OM No. 36012/22/93-Estt. (SCT) dated 08.09.1993 and modified vide Govt. of India Dept. of Personnel and Training OM No. 36033/3/2004-Estt(Res) dated 09.03.2004 & 14.10.2008.

Dated: Seal:

Note - I:

- a) The term 'Ordinarily' used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.
- b) The authorities competent to issue Caste Certificate are indicated below:-
 - DistrictMagistrate/AdditionalMagistrate/Collector/Dy.Commissioner/AdditionalDeputy Commissioner/DeputyCollector/IstClassStipendaryMagistrate/Sub-DivisionalMagistrate / Taluka Magistrate / Executive Magistrate/Extra Assistant Commissioner (not below the rank of 1st Class Stipendiary Magistrate).
 - ii) Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate.
 - iii) Revenue Officer not below the rank of Tehsildar
 - iv) Sub -Divisional Officer of the area where the candidate and/or his family resides.

Note - II:

The closing date for receipt of application will be treated as the date of reckoning for OBC status of the candidate and also, for assuming that the candidate does not fall in the creamy layer.

Form-V CERTIFICATE OF DISABILITY (In cases of amputation or complete permanent paralysis of limbs or dwarfism and in case of blindness)

[See rule 18(1)]

(Name and Address of the Medical Authority issuing the Certificate)

Recent passport size attested photograph (Showing face only) of the person with disability.

Certificate No	Date:	
This is to certify that I have carefully e	xamined Shri/Smt./Kum.	

•		•			
son/wife/dau	ighter of S	hri			Date of
Birth _(DD/MM/YYYY)_	_Agey	/ears, male/female		_registration No	permanent
resident of House No	V	Ward/Village/Street_			Post Office
	District		_State	,	whose photograph

is affixed above, and am satisfied that:

(A) he/she is a case of:

- Locomotor disability
- Dwarfism
- Blindness

(Please tick as applicable)

(B) the diagnosis in his/her case is_____

(A) he/she has	_% (in figure)	_percent	(in	words)	permane	ent
Locomotor disability/dwarf	fism/blindness in relation to his/her			_(part c	of body)	as
per guidelines (number and date of issue of the gu	idelines (to be	e specifie	ed).	

1. The applicant has submitted the following document as proof of residence:-

Nature of Document	Date of Issue	Details of authority issuing certificate

(Signature and Seal of Authorized Signatory of Notified Medical Authority)

Signature/thumb impression of the person in whose favour

Form-VI CERTIFICATE OF DISABILITY (In cases of multiple disabilities) [See rule 18(1)]

(Name and Address of the Medical Authority issuing the Certificate)

Recent passport size attested photograph (Showing face only) of the person with disability.

Certificate No._____

This is to certify that we have carefully examined Shri/Smt./Kum.

son/wife/da	aughter of S	Shri			Date of
Birth _(DD/MM/YYYY	<u>)_Agey</u>	years, male/female		_registration No	permanent
resident of House No	V	Ward/Village/Street_			Post Office
	District		_State		_, whose photograph

Date:

is affixed above, and am satisfied that:

 (A) he/she is a case of Multiple Disability. His/her extent of permanent physical impairment/disability has been evaluated as per guidelines (.....number and date of issue of the guidelines to be specified) for the disabilities ticked below, and is shown against the relevant disability in the table below:

Sl. No.	Disability	Affected part of body	Diagnosis	Permanent physical impairment/mental disability (in %)
1	Locomotor disability	@		
2	Muscular Dystrophy			
3	Leprosy cured			
4	Dwarfism			
5	Cerebral Palsy			
6	Acid attack Victim			
7	Low vision	#		
8	Blindness	#		
9	Deaf	£		
10	Hard of Hearing	£		
11	Speech and Language disability			
12	Intellectual Disability			

13	Specific Learning Disability
14	Autism Spectrum Disorder
15	Mental illness
16	Chronic Neurological Conditions
17	Multiple sclerosis
18	Parkinson's disease
19	Haemophilia
20	Thalassemia
21	Sickle Cell disease

(B) In the light of the above, his/her over all permanent physical impairment as per guidelines (_number and date of issue of the guidelines to be specified), is as follows:-

In figures:-_____percent.

In words:-_____percent.

2. This condition is progressive/non-progressive/likely to improve/not likely to improve.

3. Reassessment of disability is:

- i) not necessary, or

@ e.g. Left/right/both arms/legs

- # e.g. Single eye
- £ e.g. Left/Right/both ears
- 4. The applicant has submitted the following document as proof of residence:-

Nature of Document	Date of Issue	Details of authority issuing certificate

5. Signature and seal of the Medical Authority.

Name and Seal of Member	Name and Seal of Member	Name and Seal of the Chairperson

Signature/thumb impression of the person in whose favour certificate of disability is

Form-VII CERTIFICATE OF DISABILITY (In cases other than those mentioned in Forms V and VI) [See rule 18(1)]

(Name and Address of the Medical Authority issuing the Certificate)

Recent passport size attested photograph (Showing face only) of the person with disability.

CertificateNo.	Date:
-	

This is to certify that I have caref	fully examined Shri/ Sn	nt./ Kum.		
son/wife/daughter of Shri			Date of	
Birth (DD/MM/YYYY) Age	years, male/female		_registration No	permanent
resident of House No	Ward/Village/Street			Post Office
Distric	t	State		, whose photograph
is affixed above, and am satisfied	d that he/she is a case of	of		

disability. His/her extent of percentage physical impairment/disability has been evaluated as per guidelines (... number and date of issue of the guidelines to be specified) and is shown against the relevant disability in the table below:-

Sl. No.	Disability	Affected part of body	Diagnosis	Permanent physical Impairment/mental disability (in %)
1	Locomotor disability	@		
2	Muscular Dystrophy			
3	Leprosy cured			
4	Cerebral Palsy			
5	Acid attack Victim			
6	Low vision	#		
7	Deaf	€		
8	Hard of Hearing	€		
9	Speech and Language disability			
10	Intellectual Disability			
11	Specific Learning Disability			
12	Autism Spectrum Disorder			
13	Mental illness			
14	Chronic Neurological Conditions			

15	Multiple sclerosis		
16	Parkinson's disease		
17	Haemophilia		
18	Thalassemia		
19	Sickle Cell disease		

(Please strike out the disabilities which are not applicable)

- 2. The above condition is progressive/non-progressive/likely to improve/not likely to improve.
- 3. Reassessment of disability is:
 - i) not necessary, or
 - ii) is recommended/after ______ years _____ months, and therefore this certificate shall be valid till __DD/MM/YYYY .

@ eg. Left/Right/both arms/legs

- # eg. Single eye/both eyes
- € eg. Left/Right/both ears
- 4. The applicant has submitted the following document as proof of residence:-

Nature of Document	Date of Issue	Details of authority issuing certificate

5. Signature and seal of the Medical Authority.

Name and Seal of Member	Name and Seal of Member	Name and Seal of the Chairperson

(Authorized Signatory of Notified Medical Authority) (Name &Seal)

Countersigned

{Countersignature and seal of the

Chief Medical Officer/Medical Superintendent/

Head of Government Hospital, in case the

Certificate is issued by a medical authority who

is not a Government servant (with seal)}

Signature/thumb
impression of the
person in whose
favour certificate
of

Note: - In case this certificate is issued by a medical authority who is not a Government servant, it shall be valid only if countersigned by the Chief Medical Officer of the District.

Certificate to be furnished by the employer/Head of Office/forwarding authority, if in service and applying through Proper Channel.

Employer's Certificate/ Recommendation

Shri/Smt./Dr			is	а	<u>Permanent</u>	/Tem	porary/Contrac	<u>:tual</u>
employee of the organization holding the post_					carries	the	pay scale of(G	irade
Pay)	_and	his/her	application	is	forwarded	for	consideration	and
necessary action.								

Certified that the particulars furnished by _____are correct and he/she possesses educational qualifications and experience mentioned in the advertisement.

Further certified that:

- (i) No objection certificate, from present employer.
- (ii) There is no vigilance case pending/contemplated against him/her.
- (iii) His/her integrity is beyond doubt.
- (iv) No major/minor penalties have been imposed on him/her during the last 10 years. Please enclose list of major/minor penalties imposed during the last 10 years, if any.
- (v) A cadre clearance certificate is appended herewith.

Please mark ()) for which certificates are enclosed

Signature Name of the Officer: Designation: Department: Office Seal:

	Place	Date:
--	-------	-------

(Signature of candidate)