



NATIONAL INSTITUTE FOR EMPOWERMENT OF PERSONS WITH
MULTIPLE DISABILITIES (Divyangjan)

(Dept.of Empowerment of Persons with Disabilities (Divyangjan),
Ministry of Social Justice & Empowerment, Govt.of India)

Muttukadu, East Coast Road, Kovalam (P.O), Chennai - 603 112
Tamil Nadu - India. Phone: 044 - 27472046, 27472113, 27472423

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Employment Notice No. 01/2022(For RegularPosts)

Date: 12/01/2022



NIEPMD(D) invites applications from the Indian Nationals who are eligible for appointment to the following regular vacant posts with NIEPMD(D). The application form strictly as per the prescribed format given in our website, shall be downloaded and submitted neatly filled up either typed or handwritten and containing the complete details attached with certified copies of proof of age, caste, qualification etc., and a latest passport size photo affixed on the application form.

The application should accompany with the **recruitment fee of Rs.500/-** in case of general/OBC candidates in the form of Demand Draft from any Nationalized Bank drawn *in favour of Director, NIEPMD payable at Chennai. No fee is prescribed for candidates belonging to SC/ST/PH category and Female candidates.* Application form as per the prescribed format given below duly supported with attested photocopies of the complete and upto date APAR for the last five years (if serving Govt. employee) shall be submitted within 30 (Thirty) days of publication of our notification in Employment News

Sl.No	Name of the Post/Group/ Scale of Pay / Mode of Recruitment	No. of Post(s)	Upper Age Limit as on last date of receipt of applications	Essential and Desirable Qualifications
01.	Associate Professor in Paediatrics Group-A/Faculty Rs.78,800-209200/- Level -12 (7 th CPC) Direct Recruitment failing which on Deputation	One Reserved for EWS*	Not exceeding 50 yrs. Not exceeding 56 years	For Direct Recruitment Basis: Essential Qualification(s) :- 1. MD in Paediatrics from recognized University or institution. 2. Eight years experience in clinical set up including five years experience in teaching at Graduate and PG level and/or research in the subject speciality. 3. MCI registration. 4. Should have experience of computer applications in their day-to-day work Desirable :- 1. Experience in working with persons with multiple disabilities. 2. Published work in the field in reputed journal/presentation of scientific paper in conferences of National & International Level. 3. Higher qualification in the field. On Deputation basis: 1. Should have completed five years of service the post of Assistant Professor in Paediatrics. 2. Should have made academic and research achievements as evidenced by quality of publications, contribution to educational and service innovations/models, design of new courses and curricula and extension and outreach activities. 3. Should possess consistently good performance appraisal reports.
02.	Deputy Registrar (Admin) Group-A/ Ministerial Pay Level -11 Rs.67700- Rs.208700/- of the pay matrix of 7 th CPC Either by Deputation or by Contract	One	Not exceeding 56 years	Essential Qualification(s) :- 1. Any Master's Degree 2. Officers holding analogous posts in any Government Organization dealing with Administration, Establishment, Purchase, Stores, Accounts and Estates and Maintenance OR Five years experience in any Government organization in the Pay matrix 7 th CPC Pay ;Level -10 dealing with the same field /areas mentioned above

Sl.No	Name of the Post/Group/ Scale of Pay / Mode of Recruitment	No. of Post(s)	Upper Age Limit as on last date of receipt of applications	Essential and Desirable Qualifications
03	Accounts Officer Group-A/ Ministerial Pay Level -10 Rs.56,100- Rs.1,77500/- of the pay matrix of 7th CPC on Deputation	One	Not exceeding 56 years	1. M.com. from recognized university with five year experience in Government Accounting in any organized Accounts Department in the scale of pay of Rs.5500 – 9000 or three years in the scale of pay of Rs.6500 – 10500. OR ACA/AICWA/MBA (Finance) from institution of repute with one to two years experience in Government Accounting. OR Graduate with pass in SAS or equivalent examination conducted by C&AG in any branch with five years experience in Government Accounting in any organized Accounts Department. 2. Knowledge of computer application and computerized accounting system
04	Programme Assistant (Accounts) Group-B/ Ministerial Level -6 (7 th CPC)Rs. 35400/- - 112400/- Direct Recruitment	One Reserved for SC	Not exceeding 35 years	Essential Qualification(s) :- 1. Graduate from a recognized University 2. Five years experience in the maintenance of books Accounts /Audit /preparation of Budget in the Government Organization 3. Working knowledge in Computer Applications

(*) - In case of Non availability of a suitable candidate belonging to EWS, such post could be filled up with UR.

Important notes and requirements:-

- Candidates who have already applied for in response to earlier Advt No. 1/2020 Dt. 29.10.2020, advt. No 01/2021 dt 27.07.2021 & advt 03/2021 dt.26.10.2021 need not apply again. If any additional information obtained after submission can be send quoting the advertisement, post applied for.
- The applicant must be a citizen of India.
- Application form as per the prescribed format given in our website, duly supported with attested photocopies of the complete and upto date APAR for the last five years (in case of serving Govt. employees applying for Deputation/DR) shall be submitted within 30 days of publication of this advertisement in Employment News. The applications should be forwarded to “The Director, NIEPMD”, at the address given above. Applications received late will not be considered and the fee is forfeited to the organization.
- The candidates selected on direct recruitment will be governed by the provisions of the National Pension Scheme introduced by the Government of India w.e.f. 01/01/2004.
- The serving Govt. employee appointed on Deputation, basis will be governed by the instructions issued by DOP&T, GOI, as applicable to Central Govt. departments/organizations. The tenure of deputation will be initially for two years that may be on satisfactory performance extended as per Govt. of India norms.
- Candidates under Government Organisation /PSU/ Autonomous bodies and holding analogous post in permanent capacity or the post of Assistant Professor in Level 11 as per the 7th CPC Only eligible for applying on deputation for the post of Associate Professor in Paediatrics.
- Applicants should have valid MCI registration required for Associate Professor in Paediatrics.
- The applicants serving in Government/Central Autonomous Bodies/Public Sector Undertakings/Universities must send their applications through proper channel.
- The applicants claiming experience should submit the latest Experience –cum- Service Certificate issued by the present employer (with date of issue of the certificate after publication of this advertisement), clearly stating the name of the post presently held in regular capacity, date of initial appointment and to the present post, scale of pay, nature of duties presently dealing with and should

enclose a NO OBJECTION CERTIFICATE clearly certifying that “the applicant is in possession of EQ, DQ, prescribed experience and presently holding the post etc., and is fully eligible for the post applied for” and “No Vigilance/Inquiry/Disciplinary case is either pending nor contemplated against the applicant” on the date of submission/forwarding of application. If the Experience-cum- Service Certificate and the certificate from the present employer, as asked above are not found enclosed, the application will be rejected.

10. Relaxation in upper age limit is applicable as per the norms of GOI to SC/ST/OBC/PH/Ex-servicemen/employees already working in Central Government Departments, etc.
11. Separate application with prescribed fee should be submitted for each post. The envelope containing the application should be super scribed as “Application for the post of “_____” and sent to Director, NIEPMD in the above address by Speed / Registered post /Courier etc.
12. The Management reserves the right to call only those candidates who according to its decision rank high in term of eligibility criteria among the applications received and mere possessing the EQ / DQ and experience will not entail any candidate a right to be considered eligible for the post. The final list of candidates called for interview/written test is based on short-listing of candidates by a duly constituted screening committee.
13. The management also reserves the right to restrict the number of applicants for interview depending upon the level of response for each post. The management also reserves the right not to fill up the posts or any of the advertised posts. It reserves the right to offer lower position to the candidate(s) depending upon nature of experience possessed by the candidate. It also reserves the right to reject any applicant, cancel the part or candidature without any assigning any reason(s) thereof.
14. In case of any inadvertent mistake/error in the process of selection which may be detected at any stage even after the issue of offer of appointment, NIEPMD(D) reserves the right to withdraw / cancel /modify any communication made to the candidate.
15. NIEPMD(D) will not arrange any travel, boarding and lodging facility for the candidates. Candidates will have to make their own arrangement for attending interview.
16. No TA or DA will be paid to the candidates who are called and appear before the selection Committee /Interview.
17. The Candidates applying on Direct Recruitment/Contract basis shall be appointed initially on probation for a period of 02 years. Based on performance review, the appointment may be considered for confirmation/Extension of contractual after successful completion of probation. The competent authority may also extend the probation period if found necessary.
18. The decision of the appointing authority will be final and binding in all aspects.
19. Bringing in any type of interference, influence, canvassing, other pressures in any form etc., will render disqualification of the candidature and action as deemed fit will be taken against such candidate.
20. No correspondence in this matter is entertained. Any interim correspondence will not be entertained and replied to.
21. NIEPMD will retain data of applications received from non- shortlisted candidates only for a period of six months after completion of recruitment process i.e. the issuance of offer letter to the selected candidate.
22. Any legal matter related to this notification will be dealt under jurisdiction of Hon’ble Madras High Court, Chennai.

Sd/-
Director,
NIEPMD



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(Dept. of Empowerment of Persons with Disabilities (Divyangjan), MSJ & E, Govt. of India)

ECR, Muttukadu, Kovalam Post, Chennai - 603 112, Tamil Nadu

Fax: 044-27472389 Tel: 044-27472104, 27472113&27472046, 27472104, 27472423, Toll Free No: 18004250345

Website: www.niepmd.tn.nic.in E-mail: niepmd@gmail.com

APPLICATION FORMAT						Recent Passport size Photograph (5 cm X 4.5 cm) to be affixed & attested
Application for the post of: _____						
1. Advt No:		Advt. No. 01/2022				
2. Name in Full :(Capital Letters) (as in Matric/Degree Certificate)						
3. Date of Birth: (enclose copy of matric certificate)		DD MM YYYY <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>				
4. Citizenship Status:						
Citizen of India : By Birth/By Domicile (Pls tick)						
5. Member of Scheduled Caste (SC) / Tribe (ST) / Other Backward Class (OBC) / EWS/Person with Disability (PwD) etc.,		Write SC or ST or OBC or EWS (<i>Attach certificate</i>) <input type="checkbox"/> Indicate if Ex-Serviceman (ES) or Person with Disability (PWD) <input type="checkbox"/>				
6. RCI/MCI No. & Date						
7. Address for Communication (with contact Mobile Number & email id):						
8. Permanent residential Address (with contact Mobile Number & email id):						
9. Name of Father / Husband:						
10. Details of Education starting from Matric (SSLC/X Std..) onwards :- (to give details Only on passed courses & where Degree/Certificates etc., are already awarded/issued:						
Academic Qualification	Discipline	University /Inst/Board	Year & Month of Entry	Year & Month of Passed	Full Time/Part Time/Correspondence	Marks /Class / Division.
11. Experience in chronological order upto the present post						
Organisation/ Department/ Office	Designation/ Post held (also state whether on Regular Basis or on Deputation or on Contract Basis etc.,)	From	To	Scale of Pay, Pay in the Pay band with Grade Pay / pre revised pay BP, DP, etc., drawn as on date (p.m) (also mention whether it is a regular scale of pay or Fixed Pay etc.,) If Regular Pay scale the date of previous and next increment with date of incr shall also be mentioned	Nature of Work presently dealing with (attach proof/ experience certificate – see note below)	

IMPORTANT NOTE :-

1. If space is insufficient, shall enclose in separate sheet in the above format.
2. The applicants claiming experience should submit the latest Experience –cum- Service Certificate issued by the present employer (with date of issue of the certificate after publication of this advertisement), clearly stating the name of the post presently held in regular capacity, date of initial appointment and to the present post, scale of pay with grade pay, nature of duties presently dealing with and should also enclose a separate NO OBJECTION CERTIFICATE clearly certifying that “the applicant is in possession of EQ, DQ, prescribed experience and presently holding the post etc., and is fully eligible for the post applied for” and “No Vigilance/Inquiry/Disciplinary case is either pending nor contemplated against the applicant” on the date of submission/forwarding of application. If the Experience-cum- Service Certificate and the certificate from the present employer, as asked above are not found enclosed, the application will be rejected.

12. Additional Qualification / Certificate Courses if any (Training, Apprentice programs attended, refresher courses completed etc.,)				
Course	Duration	Certificate/ Organisation	Whether Govt authorized/recognized	Class/Mark/details

13. Details of Demand Draft (Rs. 500) attached : No. _____ dt. _____ for Rs.500/-
Issued by Bank & branch :

(Drawn in favour of 'The Director, NIEPMD' payable at CHENNAI)

14. (a) Details of Present Employment with complete :

(Mention Details as whether on Regular or on Deputation or on Contract basis etc.,)

(b) Nature of present work & responsibility held :

(please refer to the Important Note at Srl.10 above)*

(c) Time required to join if offered the post :

15. Explain how you are suitable for the post

Applied for and why do you like to join NIEPMD : **Attach a one page write up**

16. References :-

Names, Designation and Address with email ID & contact details of three Referees / references *(with whom you have interaction during your work or study period)*

(a)

(b)

(c)

17. Any other relevant information the applicant want to mention, if any (attach additional sheets if necessary)

DECLARATION OF THE APPLICANT

I hereby declare that the information given above is correct to the best of my knowledge and belief and I fully understand that if it is found at a later date that any information given in the application is incorrect / false or if I do not satisfy the eligibility criteria, my candidature / appointment is liable to be cancelled / terminated.

Place :

Date :

Signature of the Applicant With full name in Block letters

18.

Endorsement of the Present Employer

(* please refer to the Important Note at Srl.10 above & the detailed advertisement for the post applied for)

The application and the details & records of Shri/Smt/Ms./Dr. _____
(serving in this office in Regular capacity in the scale of pay Rs. _____ GP
Rs. _____/- in PB (Name and Designation of applicant), applied for the post of
_____ at NIEPMD are verified and found correct. As it is found that the applicant
Shri/Smt/Ms./Dr. _____ fulfils the eligibility criteria and is eligible for the post applied
for and that no vigilance/Inquiry case is either pending or contemplated against the applicant and no
major/minor penalty has been imposed on him/her during the entire service, the application with records
and attested copies of ACRs,(APARs) etc., is forwarded herewith duly recommended to :-

The Director,
National Institute for Empowerment of Persons with Multiple Disabilities (Divyangjan),
(Dept. of Empowerment of Persons with Disabilities (Divyangjan), MSJ & E, GOI)
ECR, Muttukadu, Kovalam Post, Chennai - 603 112, Tamil Nadu

Station :

Signature of the Head of the Organization / Authorized signatory with office Seal

Dated : _____

Enclosures: _____ Number of Sheets & DD for Rs. _____/- (if applicable)
