



## National Institute of Fashion Technology, Bengaluru.

5411/Estt./Recruitment/2021

17.11.2021

### Eligibility and other details for the post of Assistant Warden (Female) on Contract Basis

S. No.	Name of the Post & No. of Vacancy	Pay Level	Eligibility Criteria
1	Assistant Warden (Female) – 2 Nos  UR – 1 No.  SC – 1 No.	Level- 04 (7 <sup>th</sup> CPC)  PB-1 [Rs. 5200 - 20200/- + Grade Pay Rs. 2400/- (6 <sup>th</sup> CPC)	1. Graduate from a recognized University/Institution 2. One-year experience as Assistant Warden in an educational institution under Central Government/State Government/Autonomous Bodies 3. Age Limit: <b>27 years</b> Maximum upper age-limit for NIFT employees may be relaxed up to five years or total length of service rendered (on regular and/or long-term contract basis) whichever is less.  Age relaxation shall be as per Govt of India rules where ever applicable.

**Download the application form for the post of Assistant Warden and submit along with necessary documents on or before due date - 06<sup>th</sup> December 2021 at 5.30 pm.**

#### ROLES AND RESPONSIBILITIES OF ASSISTANT WARDEN

1. Selected candidates should stay in the NIFT hostel.
2. Maintaining records of all Hostel inmates with their names, Parents name, Guardians name and their contact number, email ID, Address etc.,
3. Taking attendance every day of the hostel inmates.
4. Ensuring that all the hostel inmates are checked into their respective rooms before 10.00 pm.
5. Assisting Hostel inmates, those who are sick by providing medical attention / treatment including admitting students into hospital in emergency.
6. Ensuring that the security guard assigned for the hostel are present for each shift.
7. Closely monitoring and Supervising the security guards assigned during day and night shifts
8. According permission to the hostel inmates for visiting local guardian after verification with the Parents / Local Guardians.

Any other matter as assigned from time to time by the Competent Authority.

**Filled in applications along with enclosures should reach the following address on or before 06<sup>th</sup> December 2021 at 5.30 pm. NIFT, Bengaluru is not responsible for any postal delays.**

The Campus Director,  
NATIONAL INSTITUTE OF FASHION TECHNOLOGY (NIFT),  
No: 21, 16<sup>th</sup> Cross, 27<sup>th</sup> Main Road,  
Sector – 1, HSR Layout,  
Bengaluru – 560102,  
Karnataka.