



NATIONAL INSTITUTE OF FASHION TECHNOLOGY

Ministry of Textiles, Govt. of India
(An ISO 9001-2008 certified institution)
NIFT Campus, Mangattuparamba, Dharmasala, Kannur - 670562

RECRUITMENT NOTICE

Advertisement No.: NIFT/KAN/Group -C/Rectt/12203(2)/19

Dt.04.01.2019

The National Institute of Fashion Technology (NIFT), Kannur invites applications for the below mentioned post to be filled on contract basis:

#	Category	Pay Matrix	Details of Vacancies				Total
			UR	OBC	SC	ST	
1	Assistant Warden	Level 4	1	-	-	-	1

The appointment will be on Long Term Contract basis (initially for a period of 05 years). Reservation for SC/ST/OBC & PHP is as per GOI Rules. The details of the above post such as eligibility criteria, prescribed fee and procedure etc., are available at our website <http://www.nift.ac.in/kannur/careers>. Hard copy of duly filled and signed application along enclosing therewith prescribed fees and attested relevant documents should be addressed to **The Director, National Institute of Fashion Technology, NIFT Campus, Mangattuparamba, Dharmasala, Kannur - 670562**. The last date of receipt of hard copy of the application is 24.01.2019, Thursday till end of office hours.

IMPORTANT INSTRUCTIONS

Candidates should read the instructions and conditions carefully, before applying.

HOW TO APPLY:-

- Application forms can be downloaded from the link provided in website <http://www.nift.ac.in/kannur/careers>.

Duly filled and signed application along enclosing therewith prescribed fees and attested relevant documents should be addressed to signed along with the requisite fee of **Rs. 500/-** (for all categories) should send their hard copy of the application(s) addressed to **The Director, National Institute of Fashion Technology, NIFT Campus, Mangattuparamba, Dharmasala, Kannur – 670562** and superscribed with “Application for the post of (Name of the post applied for) “_____ on contract” on the envelope. The last date of receipt of hard copy of the application is **24/01/2019, Thursday** till end of office hours.

- b) Attested copies of all uploaded certificates and testimonials in proof of age/ educational qualifications/ caste / experience etc. should be attached with the hard copy of the application as stated above.
- c) The demand draft should not be tagged or stapled but should be clipped or pinned in separate cover at the top of the hard copy of the application form to avoid the mutilation of Demand Draft. Also write your name and your address at the back side of the demand draft before despatching.
- d) Those candidates who are employed in Govt. /Semi Govt. /Autonomous Bodies etc. should send their hard copy of applications through Proper Channel. However, they may send an advance copy of their application along with other attested certificates and testimonials to the above address so as to reach on or before the schedule date.
- e) The date and venue of the interview shall be informed later on website and will be intimated the short listed candidates only through their registered email.
- f) The posts are to be filled up on long term contract basis initially for a period of 5 years.
- g) Any form of canvassing will lead to disqualification of candidature
- h) No TA/DA shall be payable to any of the candidate for attending the screening process.
- i) The Short listed candidates for the above mentioned post will have to appear for the Screening process which will include written test and skill test, which will be conducted at NIFT Kannur campus at Dharmasala.

GENERAL CONDITIONS:

1. Hard copy of the application along with prescribed fees and attested relevant document should be sent in a cover superscribed "**Application for the post of _____(Name of the post applied for) on contract**"
2. The maximum age will be 5 years less than the retirement age of regular employees. However, the maximum age would be at par with the Retirement age at NIFT.
3. Age limit shall be considered as on 01.01.2019 for the purpose of calculation.
4. The appointment of **Female Hostel Warden** would be on **full time residential basis**.
5. Incomplete and Unsigned applications are summarily rejected.

6. Applications received without fee, photograph, certified copies of required certificates such as educational qualifications, castes / community etc., and those received after the last date for receipt of application, will summarily be rejected without any communication to the candidate.
7. Wrong declarations/submissions of false information or any other action contrary to law shall lead to cancellation of the candidature at any stage.
8. Mere fulfilling of essential qualifications and experience requirement would not entail a candidate to call for screening process. No correspondence will be entertained from the applicant either before or after the selection.
9. NIFT reserves the right to cancel the whole process of Recruitment at any stage without assigning any reason.
10. The Institute reserves the right to consider candidates for selection by suitable selection procedure and at its discretion may conduct written test / skill test for above posts to select the candidates on the basis of merit.
11. NIFT will not be responsible for any postal delay / loss in transit in submission of application within specified time (i.e. last date).
12. Candidates should ensure that they fulfill the eligibility (qualification / experience etc.,)
13. Submissions of false information shall lead to cancellation of the candidature at any stage of the process even after completion of process.

APPLICATION FEE:-

A Demand Draft / Bankers Cheque for the requisite fee as indicated below should be drawn in favour of “NIFT KANNUR” payable at Kannur

#	Name of the Post	Fee for all category
1	Assistant Warden (Female)	500

Note:-

- i) Employees of NIFT are not exempted from payment of examination fee.
- ii) Fee once paid will not be refunded under any circumstances.
- iii) Demand draft should have been drawn on or after publication of the advertisement.
- iv) Candidates must write his / her name, address and post applied for, on back of the demand draft.

SCHEME OF SELECTION:-

#	Name of the Post	Selection Process
1	Assistant Warden (Female)	Selection process will include a customized evaluation test

ELIGIBILITY CRITERIA FOR POST

#	CATEGORIES	DETAILS
1	Name of the post	Assistant Warden
2	Classification	Group C
3	Pay Scale	Level 4 under 7 th CPC
4	Number of posts	One (females only)
5	Category	UR – 1
6	Age Limit for Direct Recruitment	Above 30 years, the maximum age will be 5 years less than the retirement age of regular employees.
7	Educational Qualifications and Experience	i) Graduate from a recognized university <u>Desirable:</u> ii) One year experience as Asst. Warden or in analogous post in Government educational Institutions / PSUs / Autonomous Bodies / Reputed institutions.

DIRECTOR