



National Institute for Empowerment of Persons with Multiple Disabilities (NIEPMD)



(Department of Empowerment of persons with Disabilities, Ministry of Social Justice & Empowerment, Govt. of India)

East Coast Road, Muttukadu, Kovalam (PO), Chennai – 603 112.

Phone: 044-27472113, 27472046 Fax: 044-27472389

www.niepmid.tn.nic.in

Email: niepmid@gmail.com

Employment Notice No.01/2016

Applications are invited from the Indian Nationals who are eligible for appointment to the following temporary but likely to continue posts of CRC-Kozhikode. The application form strictly as per the prescribed format given in NIEPMD website (www.niepmid.tn.nic.in) shall be downloaded and submitted to the Director, CRC Kozhikode at the address given below. The application should be neatly typed and containing the complete details attached with certified/attested copies of proof of age, caste, qualification, experience from current employer etc., and a latest passport size photo affixed on the space allotted for the purpose.

The application should accompany with the **recruitment fee of Rs.500/-** in case of general and OBC candidates in the form of Demand Draft drawn *in favor of Director, NIEPMD payable at Chennai*. No fee is prescribed for candidates belonging to SC/ST/PH category and female candidates.

Application form duly supported with attested photocopies of the complete and upto date confidential reports for the last five years (if serving Central Govt. employee) shall be submitted **within 21 (twenty one) days of publication of this notification in the Employment News.**

S.No	Name of the Post	No.of Post	Category	Scale of Pay & Grade Pay	Upper Age Limit	Essential Qualifications/Experience / Desirable
1	Rehabilitation Officer (Social Work & Placement)	1	UR	9300-34800 GP4600 (PB-2)	35 years	(1) Master's Degree in Social Work/ MDRA/ Sociology/ Psychology or equivalent. (2) Minimum 4 years' relevant experience.
2	Prosthetics & Orthotist	1	UR	9300-34800 GP4200 (PB-2)	35 years	(1) Degree in Prosthetics & Orthotics. (2) Minimum 5 years relevant experience. (3) Registration with RCI.
3	Special Educator	1	UR	9300-34800 GP4200 (PB-2)	35 years	(1) Graduate with Diploma / B.Ed./PG Diploma in Special education or equivalent. (2) Minimum of 5 Years' relevant experience. (3) Registration with RCI. Desirable :- M.Ed., in Special Education
4	Orientation & Mobility Instructor	1	PWD (VI)	9300-34800 GP4200 (PB-2)	35 years	(1) Diploma in Orientation & Mobility Instruction / Diploma/ B.Ed.,/ PG Diploma in Special Education (VI) or equivalent. (2) Minimum of 5 Years' relevant experience. (3) Registration with RCI.
5	Vocational Instructor	1	SC/ST	9300-34800 GP4200 (PB-2)	35 years	(1) HSC (10+2) with Diploma in Vocational Training/D.Ed.,/B.Ed.,/PG Diploma in SplEdn/equivalent course offered by RCI recognized institutes. (2) 5 years' relevant experience. (3) Registration with RCI. Desirable:- Graduation with Dip in VT.
6	Clinical Assistant	2	UR	9300-34800 GP4200 (PB-2)	35 years	(1) B.Sc., (Speech & Hearing). Minimum of 2 years' of relevant experience. Registration with RCI. (2) BMR / BRT / BRS (MR) PGDT/ PGDEI / Bachelors/Masters degree in (Rehabilitation science) or equivalent. Minimum of 2 years' of relevant

						experience. Registration with RCI.
7	Accountant	1	UR	9300-34800 GP4200 (PB-2)	35 years	(1) Commerce Graduate from a recognized University with hands on knowledge of computers (2) Minimum 5 years' experience in handling accounts/cash of which minimum 3 years' experience in Govt or Semi Govt establishments
8	Assistant	1	OBC	9300-34800 GP4200 (PB-2)	35 years	(1) Graduate from a recognized University with hands on knowledge of computers (2) Minimum 5 years of experience in administration.
9	Workshop supervisor – cum – Storekeeper	1	UR	5200-20200 GP2400 (PB-1)	30 years	(1) 10+2 or equivalent (2) Minimum 5 years' experience in the relevant area as Store Keeper
10	Typist / Clerk	1	UR	5200-20200 GP 1900 (PB-1)	30 years	(1) 10+2 or equivalent. Typing speed 35 wpm with computer knowledge (2) Minimum 2 years of relevant experience

Mode of Recruitment:- Direct Recruitment.

IMPORTANT NOTES:-

1. Reservations to SC/ST/OBC/PwDs have been provided as per the GOI Rules in vogue. 13 point Reservation Roaster is followed. Post based reservation as applicable as per GOI Rules as per the Group & Category is adopted. ALL THE ABOVE SAID POSTS ARE IDENTIFIED SUITABLE FOR PERSONS WITH DISABILITIES (PWD).
2. The Experience mentioned should gained be after passing/acquiring the Essential Qualification.
3. Selection will be based on the performance of the Candidate in the written test on general aptitude, subject aptitude, Skill test & weightage assessed on various parameters.

Other Requirements:

1. Advertisements issued earlier for the above mentioned posts vide our recruitment notice No. 01/2013 & 01/2015 stands CANCELLED.
2. The application fee paid by the applicants in response to our earlier advertisements will be refunded in due course. Accordingly, the applications received in response to our earlier advertisements will not be considered.
3. Applicants will have to apply as fresh, as per the instructions given in the recruitment notice.
4. The applicant must be Citizen of India.
5. Selection will be based only on the weightage given on Essential qualification, Professional Qualification, Experience, higher education etc., and the performance in written/skill test, as per the instructions of DEPwD, Govt of India.
6. Interview will not carry any weightage for deciding merit for selection/appointment.
7. The Applicants in government/Semi-government Organizations. Public Sector Undertakings/Autonomous bodies must send their Applications THROUGH PROPER CHANNEL along with the copy of 5 years certified ACRS, vigilance clearance & NOC.
8. Applicants should submit the application as per the proforma available in NIEPMD website www.niepmid.tn.nic.in. Separate application with prescribed fee should be submitted for each post. The applications duly completed and enclosed with the attested copies of Certificates in proof of Essential Qualification, desirable qualifications and experience claimed should be sent through Speed / Registered Post to "The DIRECTOR, COMPOSITE REGIONAL CENTRE FOR PERSONS WITH DISABILITIES (CRC), Kozhikode, CRC Office, IMHANS Campus, Near TB Hospital, Medical College PO, Kozhikode – 673 008, Kerala. The application should also accompany with the recruitment fee of Rs.500/- 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/PwDs category and female candidates.. The envelope containing the application should be super scribed as "Application for the post of _____".
9. Last date for receipt of Application is 21 Days from the publication of this Advertisement in Employment News. Applications received late will not be considered.
10. The candidates selected on direct recruitment will be governed by the provisions of the New Pension Scheme introduced by the Government of India w.e.f. 01/01/2004.
11. The duration of Probation period for the all the above said post is 2 years from the date of Joining.
12. The applicants serving in Government/Central Autonomous Bodies/Public Sector Undertakings/Universities/Non-government organizations must send their applications through proper channel.
13. The applicants claiming experience should also 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 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.
14. Relaxation in upper age limit is applicable as per the norms of GOI to SC/ST/OBC/PH/Ex-service men/employees already working in Central Government Departments, etc.

15. 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 written test/skill test will be based on short-listing of candidates by a duly constituted screening committee.
16. The management also reserves the right to restrict the number of applicants for written test 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 also reserves the right to reject any application any applicant, cancel the part or candidature without any assigning any reason(s) thereof.
17. The decision of the appointing authority will be final and binding in all aspects.
18. 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.
19. No correspondence in this matter is entertained. Any interim correspondence will not be entertained and replied to.

Sd/-
Director
NIEPMD



National Institute for Empowerment of Persons with Multiple Disabilities (NIEPMD)

(Department of Empowerment of persons with Disabilities,
Ministry of Social Justice & Empowerment, Govt. of India]

Website: www.niepmd.tn.nic.in

Email: niepmd@gmail.com



Affix here a recent Passport size self attested photo.

IMPORTANT NOTE: FILLED IN APPLICATION FORM SHOULD BE SENT TO **THE DIRECTOR, COMPOSITE REGIONAL CENTRE FOR PERSONS WITH DISABILITIES (CRC), KOZHIKODE, CRC OFFICE, IMHANS CAMPUS, NEAR TB HOSPITAL, MEDICAL COLLEGE PO, KOZHIKODE – 673 008, KERALA.**

APPLICATION FORMAT : Employment Notice No. 01/2016

Application for the post of: _____

1.Name in Full :(Capital Letters) (as in Matric/Degree Certificate)	
2 . Date of Birth: (enclose self attested copy of matric certificate)	Day Month Year
4. Citizenship Status:	Citizen of India : By Birth/By Domicile (Pl. tick) Place of Birth :
5. Member of Scheduled Caste (SC) / Scheduled Tribe (ST) / Other Backward Class (OBC) / Person with Disability (PwD) / Ex-Serviceman (ES) (SHOULD ENCLOSE PROOF. A Copy of relevant latest certificate duly self attested. If no option is selected it will be considered as Un-Reserved (UR).)	Write SC or ST or OBC or ES <input type="checkbox"/> If OBC mention : Creamy / Non-Creamy (to enclose proof) Person with Disability (PwD) <input type="checkbox"/> If Person with disability : % of disability : _____
6. RCI registration Number & Date (wherever applicable) (attach copy of self attested RCI registration Certificate)	
7. Address for Communication : (please mention PIN Code number, Contact no./ Mobile Number & email ID)	
8. Permanent residential Address (with contact no./ Mobile Number & email id):	

9. Name of the Father / Husband:	
Name of the mother :	

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:

Qualification / Exam Passed with subjects	University/ Board / Institute	Year & Month of Entry	Year & Month of Passing	Full time Part time / Distance mode	Percentage of marks obtained / Equivalent grade	FOR OFFICE USE ONLY

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 etc.)	From (date)	To (date)	Scale of Pay, Pay in the Pay band with Grade Pay / etc., pay drawn as on date (per month)	Nature of Work presently dealing with (attach proof/experience certificate)	FOR OFFICE USE ONLY
		(If on contract basis mention the term of contract)				

12. Additional Qualification / Professional Qualification in the field/ Certificate Courses if any (Training, Apprenticeship programs attended, refresher courses completed etc.,)					
Name of the Course	Duration Of course	University/ Board/ Organisation	Month & Year of passing	Percentage of marks obtained	FOR OFFICE USE ONLY

13. Details of CRE/Seminar/Conference/Workshops attend :

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14. Details of presentation in CRE/Seminar/Conference/ workshops :

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15. Details of published works/research articles etc :

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16. Significant achievement, if any :

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17. Details of any experience of high merit :

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IMPORTANT NOTE :-

1. If space is insufficient, shall enclose in separate sheets to submit the relevant information.
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.
3. 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 should also be mentioned

18. Details of Demand Draft (Rs. 500) attached : No. _____ dt. _____ for Rs.500/-
Issued by Bank & branch. (*should be Drawn in favour of 'The Director, NIEPMD' payable at CHENNAI*)

19. (a) Details of Present Employment :
(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.12 above)

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

20. 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)

21. 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

23.

Endorsement of the Present Employer

(* please refer to the Important Note at Srl.12 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 / On Contract Basis in the scale of pay Rs. _____ GP
Rs. _____ /- in PB _____ (Name and Designation of applicant) now applied for the post of
_____ at CRC, Kozhikode 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, COMPOSITE REGIONAL CENTRE FOR PERSONS WITH DISABILITIES (CRC),
KOZHIKODE, CRC OFFICE, IMHANS CAMPUS, NEAR TB HOSPITAL, MEDICAL COLLEGE PO,
KOZHIKODE – 673 008, KERALA.**

Station :

Signature of the Head of the Organization /

Authorized signatory with office Seal

Dated : _____

Enclosures: _____ Number of Sheets &

DD for Rs. _____ /- (if applicable)