



NATIONAL INSTITUTE OF AYURVEDA
DEEMED-TO-BE-UNIVERSITY
(MINISTRY OF AYUSH, GOVT. OF INDIA)

Jorawar Singh Gate, Amer Road

JAIPUR 302002

Website: www.nia.nic.in

VACANCY NOTIFICATION NO. 1/2024

Online Applications are invited for 1 Post of Vaidya(Medical Officer), 2 Posts of Clinical Registrar(Tenure Basis for 3 Years), 1 Post of Nursing Officer(Ayurved), 2 Posts of Pharmacist(Ayurved) and 22 Posts of Multi Tasking Staff(MTS), 1 Post of Accounts Officer(On Deputation), all for NIA Deemed to be University, Jaipur; and 1 Post of Administrative Officer and 1 Post of Matron(both to be filled on Deputation) for National Institute of Ayurveda, Panchkula(Haryana), an Extension Centre of NIA, Jaipur. All Details are available in the Website of the Institute: www.nia.nic.in Applications are to be filled Online only in the Website. The Closing Date for Online Application Filling is 04th December 2024.

(JP SHARMA)
JOINT DIRECTOR(ADMN.)
25-10-2024

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VACANCY NOTIFICATION NO. 1/2024

Online Applications are invited for the following Posts for NIA, Jaipur and NIA, Panchkula, Haryana (an Extension Centre of NIA, Jaipur). Candidates are advised to carefully read and understand the Details and Important Information & Instructions given below and in the Website for filling Online Applications.

Applications are to be filled Online only in NIA Website: nia.nic.in

(Applications will not be accepted or entertained by Post, Courier, E-Mail, in Person or by any other means except Online)

Opening of Portal for Online Filling of Applications	→	29-10-2024	Tuesday	2 PM
Closing Date of Online Filling of Applications	→	04-12-2024	Wednesday	5 PM

POSTS FOR NIA, JAIPUR

S.No.	Name of the Post	Pay Scale	No. of Post	Category	Age Limit As On Closing Date	Essential Qualifications & Experience etc. Required for the Post
1	Vaidya (Medical Officer)	Pay Level 10 + NPA	1	UR	40 Years	MD/MS (Ayurved) in the Subject of Kayachikitsa/Panchakarma/Shalya Tantra/Shalakyia Tantra/Prasuti Tantra & Stri Rog/Balaroga from a recognized University and duly recognized by CCIM/NCISM.
2	Clinical Registrar (Kayachikitsa) (Tenure for 3 Years)	Pay Level 10 + NPA	1	---	40 Years	MD(Ayurveda) in the Subject of Kayachikitsa from a recognized University and duly recognized by CCIM/NCISM.
3	Clinical Registrar (Prasuti Tantra & Stri Roga) (Tenure for 3 Years)	Pay Level 10 + NPA	1	---	40 Years	MS(Ayurveda) in the Subject of Prasuti Tantra & Stri Roga from a recognized University and duly recognized by CCIM/NCISM.

4	Accounts Officer (On Deputation)	Pay Level 7	1	---	56 Years	Accounts Officer/Assistant Accounts Officer/Group-B Officer with the Following:	
						1	At least 8 years experience in a responsible capacity in a Group- B Post in Govt./Semi Govt. Department or Audit Department (Civil, Posts & Telegraphs and Railways).
						2	Adequate experience in work relating to internal Audit, Govt. Procedures or Budgetary Control and Accounts, knowledge of Rules and Regulations of Central Govt. etc.
						3	In order, preference will be given to CA/Cost Accountant trained in Financial Management/Commerce Graduate.
5	Nursing Officer (Ayurved)	Pay Level 7	1	EWS	30 Years	1	B.Sc.(Nursing)(Ayush) from an Ayush recognised Institute/ University.
						2	Registered in the respective State/Indian Ayush Nursing Council.
						OR	
						1	Diploma in Nursing & Pharmacy of Ayush and Registered in the respective State/Indian Ayush Nursing Council.
2	2 Years Experience in minimum 25 Bedded Hospital after acquiring the Educational Qualification mentioned above.						
6	Pharmacist (Ayurved)	Pay Level 5	2	UR	30 Years	1	Pass in 12 th Standard from a Central/State Board of Education.
						2	Diploma in Ayush Nursing & Pharmacy of not less than 3 Years Duration including Internship from a recognised University. OR B. Pharma(Ayurved) from a recognised University.
7	Multi Tasking Staff (MTS)	Pay Level 1	22	As Below:	25 Years	Pass in 10 th Standard from a Central/State Board of Education.	
	ST	2 Posts	Clear Vacancies				
	OBC	6 Posts	4 Clear Vacancies & 2 Lien Vacancies				
	EWS	1 Post	Lien Vacancy				
	PH-HH	1 Post	Lien Vacancy				
	Ex-Servicemen	3 Posts	Clear Vacancies				
	Un-Reserved	9 Posts	8 Clear Vacancies & 1 Lien Vacancy				

POSTS FOR NIA, PANCHKULA (HARYANA)
(Extension Centre of NIA Deemed To Be University)

S.No.	Name of the Post	Pay Scale	No. of Post	Age Limit As On Closing Date	Qualifications & Experience Required for the Post
1	Administrative Officer (On Deputation)	Pay Level 8	1	56 Years	Officers of Central Govt./State Govt. or UTs/Govt. Undertakings/Autonomous Bodies holding analogous Post with Administrative Experience OR Office Superintendent/Assistant Section Officer with 5 Years Regular Service or Section Officer with 2 Years Regular Service on the Post.
2	Matron (On Deputation)	Pay Level 9	1	56 Years	2 Years Service on the Post of Assistant Matron or an equivalent Post in Pay Level-7 (Grade Pay Rs. 4600) in a State or Central Govt. Hospital.

IMPORTANT INSTRUCTIONS

1. The Applicants must be a Citizen of India.
2. The OBC and EWS Certificate should be in the manner and Form prescribed by Govt. of India and all such Certificates should have been issued after 31-3-2024 failing which the Application will be rejected summarily without any notice or intimation to the applicant.
3. The Upper Age Limit prescribed for the Posts to be filled by Direct Recruitment shall be relaxed by 5 Years in the case of Applicants belonging to SC, ST and applicants working in Central/State Govt., Central/State Govt. Autonomous Bodies; 3 Years for OBC; 10 Years for PH Candidates; and 3 Years over and above the period of service rendered in Defence Service for Ex-Servicemen. The Age Relaxations and other conditions will be as per provisions and instructions laid down by Govt. of India from time to time. However, the Upper Age Limit prescribed is not applicable to Regular Employees of National Institute of Ayurveda, Jaipur. The Upper Age Limit for the Posts to be filled by Deputation is 56 Years.
4. The Crucial Date for determining Age Limit for all Applicants is 04th December 2024 i.e. the Closing Date for Filling Online Applications.
5. The Pay Scales applicable in NIA carry usual Allowances admissible in Jaipur/Panchkula, as the case may be, under relevant Rules of Govt. of India.
6. New Pension Scheme(NPS) of Government of India is applicable to the candidates selected and appointed in this Recruitment.
7. Applicants working in Central/State Govt. Service like Departments/Offices/Organisations/Institutions/University/Govt. Autonomous Bodies etc. must upload No Objection Certificate, Vigilance Certificate and Integrity Certificate from their Employers while filling Online Application failing their Application will not be considered.
8. Applicants working in Central/State Govt. Service like Departments/Offices/Organisations/Institutions/University etc. applying for the remaining Posts(where Selection is made on the basis of Merit of the Preliminary Test Plus Mains Examination) must upload No Objection Certificate, Vigilance Certificate and Integrity Certificate from their Employers along with the Online Application failing which their candidature will not be considered. In the case of Regular Employees of NIA, Jaipur and NIA, Panchkula, No Objection Certificate, Vigilance Certificate and Integrity Certificate are not needed.

9. The Period of Deputation for the Posts to be filled by Deputation will be for 2 Years or till the Posts are filled on Regular basis, whichever is earlier. However, the period of Deputation may be curtailed or extended at the discretion of the competent authority.
10. Candidates found eligible for the Post of Accounts Officer(On Deputation) for NIA, Jaipur in response to earlier Vacancy Notification No. 2/2023 need not apply now. Their Applications will be considered for this Recruitment.
11. Copies of all the relevant documents should be uploaded with the Online Applications. In the absence of any document, as proof, the Application will summarily be rejected without any notice or intimation. In such cases, the Fees remitted will also not be refunded.
12. The following Application Processing & Intimation Fee is to be paid with each Application for each Post. Applicants belonging to Physically Handicapped and Ex-Servicemen need not pay the Application Processing & Intimation Fee.

Name of Post	For General & OBC Applicants	For SC, ST, EWS Applicants
Vaidya(Medical Officer)	Rs. 3,500	Rs. 3,000
Clinical Registrar	Rs. 2,500	Rs. 2,000
Nursing Officer	Rs. 2,500	Rs. 2,000
Pharmacist	Rs. 2,000	Rs. 1,800
Administrative Officer	Rs. 2,500	Rs. 2,000
Accounts Officer	Rs. 2,500	Rs. 2,000
Matron	Rs. 2,500	Rs. 2,000
Multi Tasking Staff(MTS)	Rs. 2,000	Rs. 1,800

13. If applying for more than one Post, separate Application should be filled Online along with the prescribed Fees for each Post.
14. The Fees remitted will not be refunded under any circumstance, including rejection of Application.
15. Any short/part-payment of the Prescribed Fees will lead to summary rejection of the Application without any notice or intimation.
16. Important Instructions regarding Uploading of Photograph and Signature while filling up Online Application:
 - The Photograph should be in Color and should be most recent, i.e. not more than 10 days old from the Date of Online Filling of Application by the Applicant;
 - The Size of the Photograph should be 100 kb.
 - The Face of the Candidate should occupy 3/4th of the Space of the Photograph;
 - The Appearance of the Candidate must match the Photograph throughout the Process of Recruitment;
 - Candidates with beards, wigs, spectacles, moustaches, hair-style etc. should continue with the same look and appearance as in the Photo uploaded on the Application throughout the Processes of Recruitment failing which candidates with any change of appearance will not be allowed to take part or pass through any Process of the Recruitment for any reason, whatsoever.
 - The Scanned Signature should be legible and should be in the Size of 100 kb.
 - In the absence of Photograph and legible Signature in the specified size in the Uploaded Online Application, the Application will be summarily rejected.

Candidates should note that failure to comply with any of the above Instructions, they will not be allowed to appear in the Tests, Interview or in any process of this Recruitment.

17. The Institute will not be responsible for any delay or failure in filling Online Application in the Website due to any reason, whatsoever.
18. The Institute reserves the right to increase or decrease the number of vacancies, to withdraw the vacancy of any or all the Posts and to reject any or all applications without assigning any reason, whatsoever.
19. The Lien Vacancies of MTS (as indicated in the Details of the Posts) will be filled only for the remaining Period of Lien of the respective Posts. In case the Lien of the employee is terminated, the candidate selected and appointed on such Lien Post will continue.
20. The Institute reserves the right to make any criteria for Selection/Interview, amendment, cancellation or changes pertaining to this Vacancy Notification in whole or part thereof without assigning any reason, whatsoever.
21. Details and Information about the Selection Processess like Preliminary Tests, Mains Examinations, Interview etc. will be notified only on the Website.
22. Applicants should note that all Information about the Preliminary Tests(if required), Mains Examination(if required), Syllabus, Duration of the Tests, Marks, List of the Eligible Candidates to be Called for such Tests, their Roll No., Date & Venue of the Test etc. will be uploaded only on Institute Website.
23. Admit Cards/Call Letters to the eligible Candidates to be called for Preliminary Tests, Mains Examination, Interview etc. will be uploaded in the Website and should be downloaded by the Candidates. Admit Cards/Call Letters will not be sent by Post or given in person or by any other means.
24. Videography and Photography of all the eligible Candidates who will be called for the Preliminary Tests, Mains Examination, Interview etc. will be taken on the respective occasion for verification, authentication and record. Any Candidate refusing for Videography and/or Photography for any reason whatsoever, will not be allowed to appear in the Preliminary Test, Mains Examination, Interview etc.
25. All further information, corrigendum, notice, order, amendment etc. related to this Recruitment will be uploaded only on the Website of the Institute and will not be published in Employment News or Newspapers. Candidates should note that such information/notice will not be sent to Candidates by any other means. Therefore, candidates are advised to watch and access our Website regularly and frequently for updates.
26. **Warning:** Candidates must ensure that all information provided by them is true and correct. If any information given by them or any claim made by them in their Applications is found to be false and/or misleading in future or at any stage, their application and candidature will be summarily rejected without any notice or intimation and Penal action, as deemed necessary, will also be taken against such candidates.
