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**NATIONAL INSTITUTE FOR THE EMPOWERMENT OF PERSONS
WITH INTELLECTUAL DISABILITIES (DIVYANGJAN)**
(Formerly known as National Institute for the Mentally Handicapped)
(Department of Empowerment of Persons with Disabilities (Divyangjan))
Ministry of Social Justice & Empowerment, Govt. of India
MANOVIKAS NAGAR, SECUNDERABAD – 500 009
An ISO 9001:2015 Institution



EMPLOYMENT NOTICE NO. 04/2023

The National Institute for the Empowerment of Persons with Intellectual Disabilities (Divyangjan), an autonomous body under the Ministry of Social Justice & Empowerment invites applications, in the prescribed format, from the eligible candidates for the following posts to be filled on contractual basis at NIEPID, Secunderabad and its CRCs located at Davangere, Nellore & Rajnandgaon.

CONTRACTUAL POSTS					
Sl. No.	Name of posts	No. of posts	Age limit	Qualifications/Experience	Consolidated Salary per month
NIEPID, Secunderabad					
01.	Assistant Administrative Officer	01	Maximum age limit will be 56 years (age shall be reckoned as on closing date of receipt of application)	Essential: 1. Degree from a recognized University 2. Five years experience in establishment in supervisory capacity 3. Knowledge of central Govt. Rules. Desirable: Experience in purchase procedures, maintenance of stores records and inventory control. Handling computer for inventory/personal management etc.	Rs.45,000
02.	Store Keeper	01	Maximum age limit will be 56 years (age shall be reckoned as on closing date of receipt of application)	Essential: 1. Matriculation or equivalent. 2. 2 years experience as store-keeper.	Rs.35,000

CRC, Davanagere, Karnataka					
3	Workshop Supervisor-cum-Store Keeper	01	Maximum age limit will be 56 years (age shall be reckoned as on closing date of receipt of application)	A) Essential Qualification:- i. 10+2 or equivalent qualification. ii. Diploma / Certificate in Prosthetics & Orthotics iii. Minimum 2 Years of experience in the concerned area.	Rs.35,000
4	Trained caregiver (For CDEIC Unir)	01	Maximum age limit will be 56 years (age shall be reckoned as on closing date of receipt of application)	Middle pass with care given trainingprograrmme / CBID certificate	Rs.20000/-

Sl. No.	Name of the Post/ No. of posts	Essential and Desirable Qualification	Age Limit	Consolidated Salary per Month	Method of Recruitment
CRC, NELLORE, ANDHRAPRADESH					
5.	Assistant Professor (Clinical Psychology) (one)	<p>(A) Essential Qualification:-</p> <ol style="list-style-type: none"> M. Phil. in Clinical or Rehabilitation Psychology (Full time course) (Recognized by RCI) Registration with RCI Minimum 5 years experience in teaching/research in related field. <p>(B) Desirable Qualification:- Ph. D in the field of rehabilitation of Persons with Disabilities.</p>	Maximum age limit will be 56 years (age shall be reckoned as on closing date of receipt of application)	Rs. 75,000/-	On Contract basis on monthly consolidated remuneration
6.	Assistant Professor (Special Education) (one)	<p>(A) Essential Qualification:-</p> <ol style="list-style-type: none"> Master Degree with M.Ed. (Special Education) (Full time course) in any category recognized by RCI Registration with RCI Minimum 5 years experience in teaching/research in related field. <p>(B) Desirable Qualification:- Ph. D in the field of rehabilitation of Persons with Disabilities.</p>	Maximum age limit will be 56 years (age shall be reckoned as on closing date of receipt of application)	Rs. 75,000/-	On Contract basis on monthly consolidated remuneration
7	Lecturer Physiotherapy (one)	<p>(A) Essential Qualification:-</p> <ol style="list-style-type: none"> Master's in Physiotherapy from a recognized Institute (Full time) Minimum 3 years of experience in teaching/research in related field. <p>(B) Desirable Qualification:- Ph. D in the field of rehabilitation of Persons with Disabilities</p>	Maximum age limit will be 56 years (age shall be reckoned as on closing date of receipt of application)	Rs. 60,000/-	On Contract basis on monthly consolidated remuneration

8	Administrative Officer (one)	<p>(A) Essential Qualification:-</p> <ol style="list-style-type: none"> i. Post Graduate Degree/ MBA from recognized University. ii. Minimum 5 years of experience establishment / admin matters in any govt. Organization/ Autonomous Bodies/ Public Sector Undertaking/Semi Government/Quasi Government. 	Maximum age limit will be 56 years (age shall be reckoned as on closing date of receipt of application)	Rs. 50,000/-	On Contract basis on monthly consolidated remuneration
9	Rehabilitation Officer(Social work & Placement) (one)	<p>(A) Essential Qualification:-</p> <ol style="list-style-type: none"> i. Post Graduate Degree in Social Work/Sociology/M DRA/Psychology or equivalent from a recognized University. ii. Minimum 2 years relevant experience. 	Maximum age limit will be 56 years (age shall be reckoned as on closing date of receipt of application)	Rs. 50,000/-	On Contract basis on monthly consolidated remuneration
10	Accountant (one)	<p>(A) Essential Qualification:-</p> <ol style="list-style-type: none"> i. Commerce graduate from a recognized University with hands on knowledge of computer and Tally ii. Minimum 3 years experience in handling accounts/cash in Govt. or Semi Govt. Establishment/ Autonomous bodies/ Public Sector Undertaking/ Semi Government/ Quasi Govt. <p>(B) Desirable Qualification:- M. Com/MBA (Fin.)</p>	Maximum age limit will be 56 years (age shall be reckoned as on closing date of receipt of application)	Rs. 45,000/-	On Contract basis on monthly consolidated remuneration

11	Special Educators/O&M Instructor	<p>(A) Essential Qualification:-</p> <ol style="list-style-type: none"> i. Graduation and Diploma in Orientation & Mobility Instruction or Graduation with Diploma / B.Ed. /PG Diploma in Special education or equivalent. ii. Minimum 2 Years of relevant experience iii. Registration with RCI <p>(B) Desirable Qualification:- M.Ed. in Special Education</p>	Maximum age limit will be 56 years (age shall be reckoned as on closing date of receipt of application)	Rs. 45,000/-	On Contract basis on monthly consolidated remuneration
12	Clinical Assistant	<p><u>Clinical Assistant (Speech Therapist)</u></p> <p>(A) Essential Qualification:-</p> <ol style="list-style-type: none"> iv. B.Sc. (Sp.& Hg) equivalent v. 2 years relevant experience vi. Registration with RCI <p><u>Clinical Assistant (Developmental Therapist)</u></p> <p>(A) Essential Qualification:-</p> <ol style="list-style-type: none"> i. Post Gratitute Diploma in Early Intervention (PGDEI)/Bachelor in Occupational Therapy (BOT)/ Bachelor in Rehabilitation Science/B.Ed. Special Education in Intellectual Disabilities (ID)/Specific Learning Disability (SLD)/Multiple Disability (MD) / Autism Spectrum Disorder (ASD)/ BRS (MR) / BMR /BRT / PGDDT ii. 2 years relevant experience iii. Registration with RCI 	limit will be 56 years (age shall be reckoned as on closing date of receipt of application)	Rs. 50,000/-	On Contract basis on monthly consolidated remuneration

13	Workshop Supervisor-cum-Store Keeper	<p>A) Essential Qualification:-</p> <p>iv. 10+2 or equivalent qualification.</p> <p>v. Diploma / Certificate in Prosthetics & Orthotics Minimum 2 Years of experience in the concerned area.</p>	Maximum age limit will be 56 years (age shall be reckoned as on closing date of receipt of application)	35,000	On Contract basis on monthly consolidated remuneration
14	Clerk/Typist	<p>(A) Essential Qualification:-</p> <p>i. Higher Secondary (10+2) or equivalent qualification.</p> <p>ii. Typing Speed 35 wpm with computer knowledge.</p> <p>iii. Minimum 2 years of experience in the concerned area.</p>	Maximum age limit will be 56 years (age shall be reckoned as on closing date of receipt of application)	Rs. 25,000/-	On Contract basis on monthly consolidated remuneration
CRC, RAJNANDGAON					
15	Assistant Professor (Speech) (1)	<p>(A) Essential Qualification:-</p> <p>i. Post Graduate Degree (Full time course in Speech and Hearing (Recognized by RCI)</p> <p>ii. Registration with RCI</p> <p>iii. Minimum 5 years experience in teaching/research in related field.</p> <p>(B) Desirable Qualification:- Ph. D in the field of rehabilitation of Persons with Disabilities.</p>	Maximum age limit will be 56 years (age shall be reckoned as on closing date of receipt of application)	Rs. 75,000/-	On Contract basis on monthly consolidated remuneration
16	Rehabilitation Officer (1)	<p>(A) Essential Qualification:-</p> <p>iii. Post Graduate Degree in Social Work/Sociology/MDRA/Psychology</p>	Maximum age limit will be 56 years (age shall be reckoned as on closing	Rs. 50,000/-	On Contract basis on monthly consolidated remuneration

		or equivalent from a recognized University. iv. Minimum 2 years relevant experience.	date of receipt of application)		
17	Special Educators/O&M Instructor (1)	(A) Essential Qualification:- iv. Graduation with Diploma/ B.Ed./ PG Diploma in Special Education or equivalent. v. Minimum 2 Years of relevant experience vi. Registration with RCI (B) Desirable Qualification:- M.Ed. in Special Education	Maximum age limit will be 56 years (age shall be reckoned as on closing date of receipt of application)	Rs. 45,000/-	On Contract basis on monthly consolidated remuneration
18	Prosthetist & Orthotist	(A) Essential Qualification:- i. Degree in Prosthetic & Orthotic from a recognized Institute. ii. Registered with RCI. iii. Minimum 2 years relevant experience.	Maximum age limit will be 56 years (age shall be reckoned as on closing date of receipt of application)	Rs. 50,000/-	On Contract basis on monthly consolidated remuneration
19	Workshop Supervisor-cum-storekeeper	(A) Essential Qualification:- vi. 10+2 or equivalent qualification. vii. Diploma / Certificate in Prosthetics & Orthotics viii. Minimum 2 Years of experience in the concerned area.	Maximum age limit will be 56 years (age shall be reckoned as on closing date of receipt of application)	Rs. 35,000/-	On Contract basis on monthly consolidated remuneration

GENERAL TERMS & CONDITIONS:

- (a) The applicant must be a citizen of India.
- (b) All applicants must fulfill the essential qualifications for the posts and other conditions stipulated in the notification as on the last date for receipt of applications.
- (c) The applicants serving in Government/Public Sector Undertakings/Autonomous Bodies must send their application THROUGH PROPER CHANNEL. This Institute employees are also required to submit their applications through proper channel.

- (d) The envelope containing the application should be superscribed as Application for the post of “_____ (Regular/contractual)”. Also the post applied for and Serial No. of the post as per notification should be clearly mentioned in the application form in the space provided and should also clearly indicate the Institute/Centre /Regular/contractual for which application is being submitted. Applications that are received without such indication are liable to be rejected.
- (e) The filled in applications, in the prescribed format, along with the self-attested copies of certificates in support of educational qualifications, experience, caste, disability etc., should reach the Director, NIEPID, Manovikasnagar, Secunderabad-500009 by 31.07.2023. Applications received late/incomplete or not in prescribed format and not mentioning the post applied along with Sl.No., contractual will not be considered. No correspondence will be entertained in this regard.
- (f) Mere possessing the EQ 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 the short-listing of candidates by a duly constituted Screening Committee. Only short-listed candidates will be communicated and no interim correspondence will be entertained.
- (g) The candidates should possess valid RCI/MCI registration as on the last date of receipt of application for all the posts except at Sl.No. 1,2,3,4 7,8,10,14,16, (contractual posts).
- (h) Age, qualifications and experience will be reckoned as on the last date for receipt of applications. Legible copies of all certificates must be attached with the applications. 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 for regular post.
- (i) Demand Draft (non-refundable) of Rs.500/- drawn on any Nationalized Bank in favour of Director, NIEPID should be submitted along with the application. No fee is prescribed for candidates belonging to SC/ST/Women/PH/category. The candidate should clearly mention their name & post applied for on the back side of DD. The applications not accompanied by the required DD or the applications that are received without specifying the post applied for, will not be considered.
- (j) The Institute reserves right to accept or reject the application without assigning any reasons. Canvassing in any manner will disqualify from the selection process.
- (k) Any alterations/modifications to the notification/terms & conditions will be issued by way of addendum notification on the Institute’s website only.
- (l) The pay and allowances etc. are admissible as per rules of the Institute for regular post. As regards, contractual posts, fixed monthly consolidated remuneration will be paid as per the terms and conditions of the contract. No other allowances will be admissible.
- (m) All educational/professional/technical qualifications should be from a recognized Board/University.
- (n) The relevant essential experience requirement specified should be the experience acquired after obtaining the minimum educational qualifications required for the post.

- (o) The selection procedure for Group 'A' posts will be as per NIEPID norms. The selection for the Group 'B' & 'C' posts will be done based on merit as per the criteria approved by the Ministry vide Letter F.No.14-13/2015-NI, dated 11.07.2017 by dispensing the interviews as per the instructions of the DOPT vide OM.No.39020/01/2013-Estt(B)-Part, dated 29.12.2015.
- (p) For all contractual posts, the term of appointment shall ordinarily be for an initial period not exceeding 3 years, extendable upto maximum of 5 years. Tenure of appointment on contract of retired employees is maximum upto age of 65 years.
- (q) The selected candidates will be governed by the rules of NIEPID.

Sd/- DIRECTOR (Offg.)
