

NATIONAL INSTITUTE OF HYDROLOGY
(A GOVT. OF INDIA SOCIETY UNDER MINISTRY OF WATER RESOURCES)
JALVIGYAN BHAWAN, ROORKEE – 247 667 (UTTRAKHAND), INDIA

ADVERTISEMENT NO. 2/2014

Dated: October 16, 2014

Applications are invited for the following posts to be filled up by direct recruitment in National Institute of Hydrology (A Govt. of India Society under Ministry of Water Resources, River Development & Ganga Rejuvenation), at its Headquarters and Regional Centre at Guwahati, Belgaum, Patna, Kakinada, Jammu and Bhopal or any part of the country where the Institute may set up offices/ regional centres from Indian Nationals satisfying qualifications and experience as under:

Sl. No.	Name of post	Pay Band & Grade Pay	Total no. of vacant posts	Reservations				Age
				GEN	SC	ST	OBC	
1.	Section Officer on Deputation Basis	PB-2 [Rs. 9,300-34,800 plus Grade Pay of Rs.4600/-]	01	01	-	-	-	Not exceeding 56 years
1.	Senior Research Assistant	PB-2 [Rs. 9,300-34,800 plus Grade Pay of Rs.4600/-]	02	02	-	-	-	Maximum up to 30 years
2.	Research Assistant	PB-2 [Rs. 9,300-34,800 plus Grade Pay of Rs.4200/-]	01	-	-	-	01	Between 18 to 27 years
3.	Stenographer	PB-1 [Rs. 5,200-20,200 plus Grade Pay of Rs.2400/-]	03	02	-	-	01	Between 18 to 27 years
4.	Technician Grade-III	PB-1 [Rs. 5,200-20,200 plus Grade Pay of Rs.2000/-]	03	02	-	-	01	Between 18 to 27 years
5.	Lower Division Clerk	PB-1 [Rs. 5,200-20,200 plus Grade Pay of Rs.1900/-]	05	04	-	-	01	Between 18 to 27 years [Relaxable for Government servants up to 40 years]

Note: The number of posts in each category is likely to be increased or decreased.

Age: Relaxation up to 5 years for Government servants, SC/ST and 3 years for OBC in accordance with instructions or orders issued by the Central Government on the closing date for receipt of applications from candidates.

Note: The crucial date for determining the age-limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K State, Lahaul & Spiti district and Pangi Sub Division of Chamba district of Himachal Pradesh, Andaman & Nicobar Islands or Lakshadweep).

QUALIFICATIONS AND EXPERIENCE

(1) Section Officer on Deputation Basis

Officer under the Central Government/State Government/Public Sector Undertakings/ Semi Government/ Statutory/Autonomous Organisations/Societies:

- (a) Holding analogous post on regular basis in PB-2, Rs. 9,300-34,800 plus GP Rs. 4600/-
OR
(b) With 5 years regular service in PB-2, Rs. 9,300-34,800 plus GP Rs. 4200/-.

Note: (i) Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisations, departments or the central government shall normally be for 3 years and shall not exceed 5 years.

(ii). The maximum age limit shall not be exceeding 56 years in case of deputationists as on the closing date prescribed for receipt of applications.

(2) Senior Research Assistant

Bachelor's Degree in Civil Engineering.

OR

Post Graduate Degree in Chemistry/Hydrology after acquiring Bachelor's Degree in Physics, Chemistry and Mathematics subjects..

(3) Research Assistant

i) Bachelor's Degree in Science with Physics, Chemistry and Mathematics or Geology from a recognised University/Board.

i) With 3 years experience in the relevant field.

(4) Stenographer

1. Bachelor's Degree in Science/Arts/Commerce from a recognised University..

2. Skill Test Norms:

Dictation: 10 mts @ 80 w.p.m.

Transcription: 50 mts (English), 65 mts (Hindi) on Computer.

(5) Technician Grade-III

National Trade Certificate (ITI) in Information Technology/Welder/Plumber/ Carpenter with 3 years experience in the relevant trade.

(6) Lower Division Clerk

(i) 12th class pass OR equivalent qualifications from a recognised Board or University

(ii) Should have a typing speed of 35 w.p.m. in English or 30 w.p.m. in Hindi on computer. (35 words per minutes and 30 words per minutes correspond to 10500 KDPH/9000 KDPH on an average of 5 key depression for each word).

GENERAL CONDITIONS AND REQUIREMENTS:

1. All the above posts carry usual pay & allowances as admissible under the Central Government Rules. The NPS is available in the Institute for employees, who join after 1.1.2004.
2. Appointment on deputation will be on Foreign Service terms for a period of 2 years. The pay of officers selected for deputation will be regulated in accordance with the provisions contained in DOPT O.M. No. 6/08/2009-Estt(Pay-II) dated 17.6.2010.
3. The qualification(s) regarding experience is relaxable at the discretion of the competent authority in the case of candidates belonging to SC/ST if at any stage of selection the competent authority is of the opinion that sufficient number of candidates from these communities possessing the requisite experience is not likely to be available to fill up the vacancy reserved for them.
4. Screening Committee can exercise discretion regarding fulfilment of experience criteria in the specified pay scales, and equivalence of pay scales.
5. In case of candidates already employed, the forwarding authority should certify that the particulars furnished by the officer are correct and that no disciplinary or vigilance case is either pending or contemplated against the officer. Up to date annual confidential report dossiers of the applicants should also be sent when requested by the National Institute of Hydrology. It may also be confirmed that in the event of selection for the appointment, the officer concerned will be relieved of his duties as and when requested. The integrity of the officer should also be certified.
6. Candidates already employed in Government/ Semi-Govt./Autonomous Bodies should apply through proper channel. Applications not forwarded through proper channel will not be considered.
7. Candidates applying for more than one post should submit separate application for each post along with required fees in the form of separate Demand Draft.
8. If the number of candidate is too large, considering the number of vacancies to be filled for a particular post, the Institute reserves the right to short-list the candidates to be called for interview based on the eligibility criteria decided by the Screening Committee.
- 9. JOB LOCATION : ANY WHERE IN INDIA**
10. The Application should be submitted to the Senior Administrative Officer, National Institute of Hydrology, Jal Vigyan Bhawan, Roorkee-247 667, (Uttarakhand) **within 30 days from the date of appearance of Advt. in the Employment News** in the Format appended strictly type-written

accompanied by a latest passport size photograph duly self attested along with Examination Fee (non-refundable) of Rs.100/-(Rs. One Hundred only) for the above post in the shape of **Bank Draft drawn in favor of “National Institute of Hydrology, Roorkee” payable at SBI Branch of IIT, Roorkee** with the name of the Candidate, post name written on its backside. However, candidates belonging to **SC/ST/PH** are not required to pay any fee. **No fee exemption is available to OBC candidates and they are required to pay the full prescribed fee of Rs.100/-.** Application Proforma and advertisement are also available on the Institute Website www.nih.ernet.in.

11. Those already in Govt. service should send their application through proper channel. The concerned department while forwarding their applications should give/furnish the following certificate/documents:
 - a. Certified that the information furnished in the application are correct from the service records of the candidates and found correct.
 - b. Certified that no vigilance or disciplinary case is pending or being contemplated.
 - c. Certified that no minor/major penalty has been imposed on him/her during the last ten years.
 - d. Copies of ACR Dossiers for the last five year.
12. Candidates must ensure that they fulfill all the eligibility conditions for this post with regard to qualifications and age.
13. The candidates called for interview will be paid TA as per Institute’s Rules.
14. Candidates are advised to attach self attested copies of each certificate or any other authentic document in support of their age along with mark-sheets and other caste certificates etc. with their applications.
15. Application not accompanied by the prescribed fee or incomplete or defective or unsigned declaration or without certified copies of their certificates viz. without proof of qualification, age and caste certificate and **APPLICATION RECEIVED AFTER DUE DATE FOR ANY REASON INCLUDING POSTAL DELAY BE SUMMARILY REJECTED.** No representation or correspondence regarding such rejection shall be entertained under any circumstances.
16. The candidates may utilize the original form uploaded on the NIH Website and fill up the column in their type-written. The envelope containing the application form should super-scribed in bold letter as **“APPLICATION FOR THE POST OF SECTION OFFICER/SENIOR RESEARCH ASSISTANT/RESEARCH ASSISTANT/ STENOGRAPHER/TECHNICIAN GRADE-III/LOWER DIVISION CLERK, NIH, ROORKEE**
17. All the dispute/litigation, if any, will be subject to Roorkee (Uttarakhand) jurisdiction only.

FORMAT FOR APPLICATION:

(1) Post applied for -----(2) Full name (Block letters) -----(3) Father’s/Husband Name----- (4) (a) Date of birth----- (b) Age ----- (as on closing date of application) : (Years -----Month-----Days -----) (5) Marital status----- (6) Permanent Address----- (7) Address for communication (8) Details of Educational Qualifications (High School /Metric onwards) (9) Details of professional course / training etc. (10) Details of experience and previous Employment including deputation (if any) indicating the scale of pay and basic pay and details of present post and pay (attach proof) (11) Details of papers published in National and International journals (12) Whether belongs to SC/ST/OBC/Physically handicapped category (Attach certificate in proper format) (13) Whether prepared to serve any where in India (14) Name and full address of three referees who are not related to the candidate and to whom reference could be made regarding candidate’s experience and suitability for the post (15) List of enclosures.

Certified that all information given in the application form is true to the best of my knowledge and belief. **(STRIKE OUT WHICHEVER IS NOT APPLICABLE)**

Dated:

Signature of the candidate.

