



**ADVERTISEMENT NO. 01/2023**  
**NATIONAL INSTITUTE OF HOMOEOPATHY**  
**(An Autonomous Institute)**  
**Government of India, Ministry of Ayush**  
**Headquarters: Block- GE, Sector-3, Salt Lake, Kolkata – 700 106.**  
**Satellite Institute: A-8, Chaudhary Ramdev Chowk, Narela, Delhi – 110040.**  
**Website: [www.nih.nic.in](http://www.nih.nic.in)**

**VACANCY NOTIFICATION FOR DIRECT RECRUITMENT**

National Institute of Homoeopathy, an autonomous Institute, Ministry of Ayush, Govt. of India invites application from eligible Indian citizens for filling up of the following posts on direct recruitment basis. Further details/ updates/addendum/ corrigendum etc. will be published at <https://www.nih.nic.in> and <https://www.nih.cbtextam.in>

Sl. No.	Name of the Post	Pay Matrix	Age Limit for Direct Recruits	Classification	UR	OBC	SC	ST	PH	EWS	Total
1.	Professor 1 (Materia Medica, Organon of Medicine, Case Taking & Repertory, Homoeopathic Pharmacy)	Rs. 1,23,100-2,15,900 in the Pay Matrix Level – 13 as per 7 <sup>th</sup> Pay Commission plus NPA as admissible as per the Govt. of India Rules.	Not exceeding 50 Years as on the closing date of online application (relaxable upto 5 years for candidates belonging to SC/ST community and Govt./Autonomous body employees in accordance with order issued by the Central Govt. from time to time).	Group - A	02 (Two)  (01-Case Taking and Repertory – Delhi)  (01-Homoeopathic Pharmacy – Delhi)	01 (One)  (01 – Materia Medica – Delhi)	01 (One)  (01 - Case Taking and Repertory - Kolkata)	01 (One)  (01- Organon of Medicine – Delhi)	-	-	05 (Five)
2.	Professor 2 (Practice of Medicine)	Rs. 1,23,100-2,15,900 in the Pay Matrix Level – 13 as per 7 <sup>th</sup> Pay Commission plus NPA as admissible as per the Govt. of India Rules.	Not exceeding 50 Years as on the closing date of online application (relaxable upto 5 years for candidates belonging to SC/ST community and Govt./Autonomous body employees in accordance with order issued by the Central Govt. from time to time).	Group - A	-	-	-	-	-	01 (One)  (01- Practice of Medicine – Delhi)	01 (One)

Sl. No.	Name of the Post	Pay Matrix	Age Limit for Direct Recruits	Classification	UR	OBC	SC	ST	PH	EWS	Total
3.	Associate Professor 1 (Materia Medica, Organon of Medicine, Case Taking & Repertory)  (Delhi)	Rs.78,800 -2,09,200 in the Pay Matrix Level – 12 as per 7 <sup>th</sup> Pay Commission plus NPA as admissible as per the Govt. of India Rules.	Not exceeding 45 years as on the closing date of online application. (relaxable upto 5 years for candidates belonging to SC/ST community and Govt./Autonomous body employees in accordance with order issued by the Central Govt. from time to time).	Group- A	02 (Two)  (01 – Homoeopathic Pharmacy)  (01 – Materia Medica)	01 (One)  (01 - Case Taking & Repertory)	01 (One)  (01 – Organon of Medicine)	-	-		04 (Four)
4.	Associate Professor 2 (Gynaecology & Obstetrics, Surgery, Practice of Medicine)  (Delhi)	Rs.78,800 -2,09,200 in the Pay Matrix Level – 12 as per 7 <sup>th</sup> Pay Commission plus NPA as admissible as per the Govt. of India Rules	Not exceeding 45 years as on the closing date of online application. (relaxable upto 5 years for candidates belonging to SC/ST community and Govt./Autonomous body employees in accordance with order issued by the Central Govt. from time to time).	Group- A		01 (One)  (01- Practice of Medicine – Delhi)		-	-	-	01 (One)
5.	Assistant Professor I (Materia Medica, Homoeopathic Pharmacy, Organon of Medicine & Case Taking and Repertory)	Rs. 56,100- 1,77,500 in the Pay Matrix Level – 10 as per 7 <sup>th</sup> Pay Commission plus NPA as admissible as per the Govt. of India Rules.	Not exceeding 35 years as on the closing date of online application. (relaxable upto 5 years for candidates belonging to SC/ST community and Govt./Autonomous body employees in accordance with order issued by the Central Govt. from time to time).	Group - A	06 (Six)  [out of 06 posts 01 earmarked for PH]  (01 – Materia Medica – Delhi)  (01 – Case Taking and Repertory – Kolkata)  (01- (Homoeopathic Pharmacy – Kolkata)  01 (One) (Case Taking & Repertory – Delhi)  [01 (PH) – Case Taking and Repertory – Delhi]	03 (Three)  (01 - Case Taking & Repertory – Kolkata)  (01 – Materia Medica – Delhi)  (01- (Homoeopathic Pharmacy – Delhi)	02 (Two)  (01 – Organon of Medicine – Delhi)  (01- (Homoeopathic Pharmacy – Delhi)	01 (One)  (01 – Organon of Medicine – Delhi)	-	01 (One)  (01 – Materia Medica – Kolkata)	13 (Thirteen)

Sl. No.	Name of the Post	Pay Matrix	Age Limit for Direct Recruits	Classification	UR	OBC	SC	ST	PH	EWS	Total
					(01 – Organon of Medicine – Kolkata)						
6.	Assistant Professor II (Anatomy, Physiology & Bio-Chemistry, Pathology & Microbiology, Practice of Medicine, Community Medicine)	Rs. 56,100- 1,77,500 in the Pay Matrix Level – 10 as per 7 <sup>th</sup> Pay Commission plus NPA as admissible as per the Govt. of India Rules.	Not exceeding 35 years as on the closing date for receipt of application. (relaxable upto 5 years for candidates belonging to SC/ST community and Govt./Autonomous body employees in accordance with order issued by the Central Govt. from time to time).	Group –A	02 (Two)  (01 – Community Medicine - Kolkata, )  (01- Pathology & Microbiology – Kolkata)   (01 – Practice of Medicine – Delhi)	03 (Three)  (01 – Surgery - Kolkata)  (01 – Forensic Medicine & Toxicology - Kolkata, )  (01 – Practice of Medicine – Delhi)	02 (Two)  (01- Physiology & Bio-Chemistry – Kolkata)  01 – Practice of Medicine - Kolkata)	01 (One)  (01 – Anatomy – Kolkata)	-	02 (Two)  (Practice of Medicine – Delhi)  (01 – Gynaecology & Obstetrics - Kolkata)	10 (Ten)
7.	Resident Medical Officer (Delhi)	Rs. 56,100- 1,77,500 in the Pay Matrix Level – 10 as per 7 <sup>th</sup> Pay Commission plus NPA as admissible as per the Govt. of India Rules.	Not exceeding 35 years as on the closing date of online application. (relaxable upto 5 years for candidates belonging to SC/ST community and Govt./Autonomous body employees in accordance with order issued by the Central Govt. from time to time).	Group –A	01 (One)	01 (One)	-	-	-	-	02 (Two)
8.	Medical Officer (Kolkata)	Rs. 56,100 – 1,77,500 in the Pay Matrix Level – 10 as per 7 <sup>th</sup> Pay Commission plus NPA as admissible as per the Govt. of India Rules.	Not exceeding 35 years as on the closing date of online application. (relaxable upto 5 years for candidates belonging to SC/ST community and Govt./Autonomous body employees in accordance with order issued by the Central Govt. from time to time).	Group –A	01 (One)	-	-	-	-	-	01 (One)
9.	Assistant Research Officer (Kolkata)	Rs. 56,100 – 1,77,500 in the Pay Matrix Level – 10 as per 7 <sup>th</sup> Pay Commission plus NPA as admissible as per the Govt. of India Rules.	Not exceeding 35 years as on the closing date of online application. (relaxable upto 5 years for candidates belonging to SC/ST community and Govt./Autonomous body employees in accordance with order issued by the Central Govt. from time to time).	Group - A	-	01 (One)	01 (One)	-	-	-	02 (Two)

Sl. No.	Name of the Post	Pay Matrix	Age Limit for Direct Recruits	Classification	UR	OBC	SC	ST	PH	EWS	Total
10.	Dietician (Kolkata)	Rs. 35,400 – 1,12,400 in the Pay Matrix Level – 6 as per 7 <sup>th</sup> Pay Commission .	Not exceeding 35 years as on the closing date of online application. (relaxable upto 5 years for candidates belonging to SC/ST community and Govt./Autonomous body employees in accordance with order issued by the Central Govt. from time to time).	Group –B	01 (One)	-	-	-	-	-	01 (One)
11.	Junior Hindi Translator (Kolkata)	Rs. 25,500 – 81,100 in the Pay Matrix Level – 4 as per 7 <sup>th</sup> Pay Commission .	Not exceeding 28 years as on the closing date of online application. (relaxable upto 5 years for candidates belonging to SC/ST community and Govt./Autonomous body employees in accordance with order issued by the Central Govt. from time to time).	Group –C	01 (One)	-	-	-	-	-	01 (One)
12.	Lower Division Clerk (Kolkata)	Rs. 19,900 – 63,200 in the Pay Matrix Level – 2 as per 7 <sup>th</sup> Pay Commission .	Not exceeding 28 years as on the closing date of online application. (relaxable upto 5 years for candidates belonging to SC/ST community and Govt./Autonomous body employees in accordance with order issued by the Central Govt. from time to time).	Group - C	03 (Three)	02 (Two)	01 (One)	-	-	01 (One)	07 (Seven)
13.	Nursing Officer (Kolkata)	Rs. 44,900 – 1,42,400 in the Pay Matrix Level – 7 as per 7 <sup>th</sup> Pay Commission.	Not exceeding 30 years as on the closing date of online application. (relaxable upto 5 years for candidates belonging to SC/ST community and Govt./Autonomous body employees in accordance with order issued by the Central Govt. from time to time).	Group - B	04 (Four)	01 (One)	01 (One)	-	-	-	06 (Six)
14.	Stenographer Grade – II (Kolkata)	Rs. 25,500 – 92,300 in the Pay Matrix Level – 4 as per 7 <sup>th</sup> Pay Commission .	Not exceeding 28 years as on the closing date of online application. (relaxable upto 5 years for candidates belonging to SC/ST community and Govt./Autonomous	Group - C	01 (One)	-	-	-	-	-	01 (One)

Sl. No.	Name of the Post	Pay Matrix	Age Limit for Direct Recruits	Classification	UR	OBC	SC	ST	PH	EWS	Total
			body employees in accordance with order issued by the Central Govt. from time to time).								
15.	Staff Car Driver (Kolkata)	Rs. 19,900 – 63,200 in the Pay Matrix Level – 2 as per 7 <sup>th</sup> Pay Commission.	Not exceeding 28 years as on the closing date of online application. (relaxable upto 5 years for candidates belonging to SC/ST community and Govt./Autonomous body employees in accordance with order issued by the Central Govt. from time to time).	Group - C	-	01 (One)	-	-	-	-	01 (One)
16.	Radiographer (Kolkata)	Rs. 35,400 – 1,12,400 in the Pay Matrix Level – 6 as per 7 <sup>th</sup> Pay Commission.	Not exceeding 28 years as on the closing date of online application. (relaxable upto 5 years for candidates belonging to SC/ST community and Govt./Autonomous body employees in accordance with order issued by the Central Govt. from time to time).	Group - B	-	01 (One)	-	-	-	-	01 (One)

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Sl. No.	Name of the Post	Pay Matrix	Age limit for direct recruits	Classification	UR	OBC	SC	ST	PH	EWS	TOTAL
1.	GENERAL DUTY ASSISTANT (Kolkata)	Rs. 19,900 – 63,200 in the Pay Matrix Level – 2 as per 7 <sup>th</sup> Pay Commission	Not exceeding 28 years as on the closing date of online application. (relaxable up to 5 years for candidates belonging to SC/ST community and Govt./ Autonomous body employees in accordance with order issued by the central govt. from time to time).	Group - C	-	-	01 (One)	01 (One)	-	-	02 (Two)
2.	MTS (Cook) (Kolkata)	Rs. 18,000 – 56,900 in the Pay Matrix Level – 1 as per 7 <sup>th</sup> Pay Commission	Not exceeding 28 years as on the closing date of online application. (relaxable up to 5 years for candidates belonging to SC/ST community and Govt./ Autonomous body employees in accordance with order issued by the central govt. from time to time).	Group - C	01 (One)	01 (One)	-	-	-	-	02 (Two)
3.	MTS (Safaiwala) (Kolkata)	Rs. 18,000 – 56,900 in the Pay Matrix Level – 1 as per 7 <sup>th</sup> Pay Commission	Not exceeding 28 years as on the closing date of online application. (relaxable up to 5 years for candidates belonging to SC/ST community and Govt./ Autonomous body employees in accordance with order issued by the central govt. from time to time).	Group – C	01 (One)	-	01 (One)	01 (One)	-	-	03 (Three)
4.	MTS (Aya/Ward Boy) (Kolkata)	Rs. 18,000 – 56,900 in the Pay Matrix Level – 1 as per 7 <sup>th</sup> Pay Commission	Not exceeding 28 years as on the closing date of online application. (relaxable up to 5 years for candidates belonging to SC/ST community and Govt./ Autonomous body employees in accordance with order issued by the central govt. from time to time).	Group - C	03 (Three)	02 (Two)	-	-	-	-	05 (Five)

Sl. No.	Name of the Post	Pay Matrix	Age limit for direct recruits	Classification	UR	OBC	SC	ST	PH	EWS	TOTAL
5.	MTS (Morgue Attendant) (Erstwhile Kahar/Dom) (Kolkata)	Rs. 18,000 – 56,900 in the Pay Matrix Level – 1 as per 7 <sup>th</sup> Pay Commission	Not exceeding 28 years as on the closing date of online application. (relaxable up to 5 years for candidates belonging to SC/ST community and Govt./ Autonomous body employees in accordance with order issued by the central govt. from time to time).	Group – C	-	-	01 (One)	-	-	-	01 (One)
6.	MTS (Attendant) (Kolkata)	Rs. 18,000 – 56,900 in the Pay Matrix Level – 1 as per 7 <sup>th</sup> Pay Commission	Not exceeding 28 years as on the closing date of online application. (relaxable up to 5 years for candidates belonging to SC/ST community and Govt./ Autonomous body employees in accordance with order issued by the central govt. from time to time).	Group – C	01 (One)	01 (One) [earmarked for PH]	-	-	-	01 (One)	03 (Three)
7.	MTS (Fieldman) (Kolkata)	Rs. 18,000 – 56,900 in the Pay Matrix Level – 1 as per 7 <sup>th</sup> Pay Commission	Not exceeding 28 years as on the closing date of online application. (relaxable up to 5 years for candidates belonging to SC/ST community and Govt./ Autonomous body employees in accordance with order issued by the central govt. from time to time).	Group – C	01 (One)	-	-	-	-	-	01 (One)
8.	MTS (Laboratory Attendant) (Kolkata)	Rs. 18,000 – 56,900 in the Pay Matrix Level – 1 as per 7 <sup>th</sup> Pay Commission	Not exceeding 28 years as on the closing date of online application. (relaxable up to 5 years for candidates belonging to SC/ST community and Govt./ Autonomous body employees in accordance with order issued by the central govt. from time to time).	Group – C	01 (One)	01 (One)	01 (One)	01 (One)	-	-	04 (Four)
9.	MTS (Peon) (Kolkata)	Rs. 18,000 – 56,900 in the Pay Matrix Level – 1 as per 7 <sup>th</sup> Pay Commission	Not exceeding 28 years as on the closing date of online application. (relaxable up to 5 years for candidates belonging to SC/ST community and Govt./ Autonomous body employees in accordance with	Group – C	-	-	-	-	-	01 (One)	01 (One)

Sl. No.	Name of the Post	Pay Matrix	Age limit for direct recruits	Classification	UR	OBC	SC	ST	PH	EWS	TOTAL
			order issued by the central govt. from time to time).								

## 1. PROFESSOR-I:

- No of Posts:** Five (05)
- Post Reserved for:** UR – 02 (01-Case Taking and Repertory – Delhi, 01-Homoeopathic Pharmacy – Delhi), OBC – 01 (01 – Materia Medica – Delhi), SC – 01 (Case Taking & Repertory – Kolkata), ST – 01 (01-Organon of Medicine – Delhi).
- Classification:** Group-A
- Upper Age Limit:** Not exceeding 50 years as on the closing date of online application. (relaxable up to 5 years for candidates belonging to SC/ST community and Govt./Autonomous Body Employees in accordance with Orders issued by Central Govt. from time to time.)
- Scale of Pay:** Rs. 1,23,100- 2,15,900 in the Pay Matrix Level – 13 as per 7<sup>th</sup> Pay Commission plus NPA as admissible as per the Govt. of India Rules.
- Period of probation :** One (1) year.
- Essential Educational Qualifications:**
  - Post Graduate Degree in Homoeopathy in the concerned subject included in the Second Schedule of Homoeopathy Central Council Act, 1973;
  - 05 years of teaching experience as Reader/Associate Professor in the concerned subject in PB-III (Rs. 15,600 – 39,100) with GP Rs. 7,600/- with NPA (Level 12 corresponding to 7<sup>th</sup> CPC).
  - Minimum four research publications indexed in index medicus or National Journals.

### OR

- 15 years combined experience in teaching the subject concerned as Reader/Associate Professor/Assistant Professor/Lecturer in the Pay Scale of PB III (Rs. 15,600 – 39,100) with GP Rs. 7,600/- (Level 12), Rs. 6,600/- (Level 11) and Rs. 5,400/- (Level 10) with NPA respectively out of which minimum 2 years in the pay scale of PB-III (Rs. 15,600 – 39,100) with GP Rs. 7,600/- with NPA (Level 12 corresponding to 7<sup>th</sup> CPC).
- Minimum four research publications indexed in index medicus or National Journals.

## 2. PROFESSOR-II:

- No of Posts: One (01)**
- Post Reserved for:** EWS – 01 (Practice of Medicine – Delhi).
- Classification:** Group-A
- Upper Age Limit:** Not exceeding 50 years as on the closing date of online application. (relaxable up to 5 years for candidates belonging to SC/ST community and Govt./ Autonomous Body Employees in accordance with Orders issued by Central govt. from time to time.)
- Scale of Pay:** Rs. 1,23,100- 2,15,900 in the Pay Matrix Level – 13 as per 7<sup>th</sup> Pay Commission plus NPA as admissible as per the Govt. of India Rules.
- Period of probation :** One (1) year.
- Essential Educational Qualifications:**
  - Post Graduate Degree in Homoeopathy included in the Second Schedule of Homoeopathy Central Council Act, 1973 (**Preference shall be given to Homoeopathy Post Graduate holders in the concerned subject**);
  - 05 years' experience of Reader/Associate Professor in the concerned subject in the pay scale of PB-III (Rs. 15,600 – 39,100) with GP Rs. 7,600/- with NPA (Level 12 corresponding to 7<sup>th</sup> CPC).
  - Minimum four research publications indexed in index medicus or National Journals.

### OR

- 15 years combined teaching experience in the subject concerned as Reader/Associate Professor/Assistant Professor/Lecturer in PB III (Rs. 15,600 – 39,100) with GP Rs. 7,600/- (Level 12), Rs. 6,600/- (Level 11) and



Rs. 5,400/- (Level 10) with NPA respectively out of which minimum 2 years experience PB-III (Rs. 15,600 – 39,100) with GP Rs. 7,600/- with NPA (Level 12 corresponding to 7th CPC).

- ii. Minimum four research publications indexed in index medicus or National Journals.

**OR**

- i. Post Graduate Medical Degree in the concerned subject recognized by the Indian Medical Council Act.
- ii. Minimum four research publications indexed in index medicus or National Journals.
- iii. Five years' teaching experience as Reader in PB III (15600 – 39100) with GP Rs. 7,600/- with NPA.

**OR**

- i. 15 years combined teaching experience in the subject concerned in a Degree level Medical College as Associate Professor/Reader /Assistant Professor/Lecturer/ Tutor Demonstrator in PB III Rs. (15,600 – 39,100) with GP Rs. 7600/-, Rs.6600/- and Rs. 5400/- with NPA respectively out of which minimum 2 years' experience PB III (Rs.15,600 – 39,100) with GP Rs.7600/- with NPA.
- ii. Minimum four research publications indexed in index medicus or National Journals.

**Desirable**

Qualification included in 3<sup>rd</sup> Schedule of Homoeopathy Central Council Act, 1973.

### **3. ASSOCIATE PROFESSOR-I**

- a) **No. of Posts:** Four (04) for Delhi
- b) **Post Reserve for:** UR -02 (01- Homoeopathic Pharmacy, 01-Materia Medica); OBC- 01 (01- Case Taking & Repertory); SC – 01 (01- Organon of Medicine).
- c) **Classification:** Group-A
- d) **Upper Age Limit:** Upper Age Limit: Not exceeding 45 years as on the closing date of online application (relaxable up to 5 years for candidates belonging to SC/ST community and Govt./ Autonomous body employees in accordance with order issued by the central govt. from time to time).
- e) **Scale of Pay:** Rs. Rs.78,800 -2,09,200 in the Pay Matrix Level – 12 as per 7<sup>th</sup> Pay Commission plus NPA as admissible as per the Govt. of India Rules.
- f) **Period of probation:** One (1) year.
- g) **Essential Educational Qualifications:**
  - i) Post Graduate Degree in Homoeopathy in the concerned subject included in the Second Schedule of Homoeopathy Central Council Act, 1973;
  - ii) 05 years teaching experience in the concerned subject in PB-III (Rs. 15,600 – 39,100) with GP Rs. 6,600/- with NPA corresponding to 7th CPC.
  - iii) Minimum two research publications indexed in index medicus or National Journals.

**OR**

- i) 10 years combined experience in teaching the concerned subject as Assistant Professor/Lecturer of PB III (Rs. 15,600 – 39,100) with GP Rs. 6,600/-, and GP of Rs. 5,400/- respectively out of which minimum 2 years of service in PB-III (Rs. 15,600 – 39,100) with GP Rs. 6,600/- (Level 11 of 7<sup>th</sup> CPC) with NPA.
- ii) Minimum two research publications indexed in index medicus or National Journals.

### **4. ASSOCIATE PROFESSOR-II**

- a) **No. of Posts:** One (01) for Delhi

- b) Post Reserve for: OBC -01** (Practice of Medicine - Delhi).
- c) Classification:** Group-A
- d) Upper Age Limit:** Not exceeding 45 years as on the closing date of online application (relaxable up to 5 years for candidates belonging to SC/ST community and Govt./ Autonomous body employees in accordance with order issued by the central govt. from time to time).
- e) Scale of Pay:** Rs. Rs.78,800 -2,09,200 in the Pay Matrix Level – 12 as per 7<sup>th</sup> Pay Commission plus NPA as admissible as per the Govt. of India Rules.
- f) Period of probation :** One (1) year.
- g) Essential Educational Qualifications:**
  - i. Post Graduate Degree in Homoeopathy in the concerned subject included in the Second Schedule of Homoeopathy Central Council Act, 1973 (Preference shall be given to persons holding Postgraduate Degree in Homoeopathy in the concerned subject);
  - ii. 05 years teaching experience in the concerned subject in PB-III (Rs. 15,600 – 39,100) with GP Rs. 6,600/- + NPA.
  - iii. Minimum two research publications indexed in index medicus or National Journals.

**OR**

- i. 10 years teaching experience in the concerned subject as Assistant Professor/Lecturer as combined experience in the pay scale of PB III (Rs. 15,600 – 39,100) with GP Rs. 6,600/-, and GP of Rs. 5,400/- respectively with NPA out of which at least 2 years of service in GP Rs. 6,600/-.
- ii. Minimum two research publications indexed in index medicus or National Journals.

**OR**

- i. Post Graduate Medical Degree in the concerned subject recognized by the Indian Medical Council Act.
- ii. 4 years teaching experience in the subject concerned as Asstt. Professor/Lecturer in a degree level Medical college.
- iii. Minimum two research publications indexed in index medicus or National Journals.

**Desirable Qualifications**

Qualification included in the Third Schedule of Homoeopathy Central Council Act, 1973.

## **5. ASSISTANT PROFESSOR-I**

- a) No. of Posts:** Thirteen (13)
- b) Post Reserved for:** UR- 06 [01 earmarked for PH] (01 - Materia Medica – Delhi, 01-Case Taking &Repertory – Kolkata, 01- Homoeopathic Pharmacy – Kolkata, 01- Case Taking &Repertory – Delhi, 01 (PH)- Case Taking &Repertory – Delhi, 01 - Organon of Medicine - Kolkata,); OBC- 03 (01 - Case Taking &Repertory – Kolkata, 01- Materia Medica – Delhi, 01- Homoeopathic Pharmacy - Delhi); SC-02 (01 - Organon of Medicine – Delhi, 01- Homoeopathic Pharmacy - Delhi); ST – 01 (01 - Organon of Medicine - Delhi) EWS-01 (01 - Materia Medica – Kolkata).
- c) Classification:** Group-A
- d) Upper Age Limit:** Not exceeding 35 years as on the closing date of online application. (relaxable up to 5 years for candidates belonging to SC/ST community and Govt./ Autonomous body employees in accordance with order issued by the central govt. from time to time).
- e) Scale of Pay:** Rs. 56,100- 1,77,500 in the Pay Matrix Level – 10 as per 7<sup>th</sup> Pay Commission plus NPA as admissible as per the Govt. of India Rules
- f) Period of probation : One (01) year.**
- g) Essential Educational Qualifications:**

Post Graduate Degree in Homoeopathy in the concerned subject included in the Second Schedule of Homoeopathy Central Council Act, 1973;

**Desirable**

  - i. Publication and experience in Research.
  - ii. Working knowledge of Computers.

## **6. ASSISTANT PROFESSOR-II**

- a) No. of Posts:** Ten (10)

- b) Post Reserved for:** UR- 02 (01-Community Medicine - Kolkata, 01- Pathology& Microbiology – Kolkata); OBC- 03 (01 – Surgery, Kolkata, 01 – Forensic Medicine & Toxicology, Kolkata, 01 - Practice of Medicine – Delhi); SC – 02 (01 – Physiology & Bio-chemistry – Kolkata, 01 - Practice of Medicine – Kolkata); ST – 01(01 – Anatomy - Kolkata,); EWS-02 (01 - Practice of Medicine – Delhi, 01 – Gynaecology & Obstetrics, Kolkata).
- c) Classification:** Group-A
- d) Upper Age Limit:** Not exceeding 35 years as on the closing date of online application. (relaxable up to 5 years for candidates belonging to SC/ST community and Govt./ Autonomous body employees in accordance with order issued by the central govt. from time to time).
- e) Scale of Pay:** Rs. 56,100- 1,77,500 in the Pay Matrix Level – 10 as per 7<sup>th</sup> Pay Commission plus NPA as admissible as per the Govt. of India Rules
- f) Period of probation : One (01) year.**
- g) Essential Educational Qualifications:**  
Post Graduate qualification in Homoeopathy included in the Second Schedule of Homoeopathy Central Council Act, 1973. (preference shall be given to the persons holding PG Degree in Homoeopathy in the Concerned subject);

**OR**

P.G. Medical Degree in the concerned subject recognized by the IMC Act, 1953.

**Desirable**

- i. Publication and experience in Research.
- ii. Working knowledge of Computers.

**7. RESIDENT MEDICAL OFFICER**

- a) No. of Posts:** Two (02) (Delhi)
- b) Post Reserved for:** UR- 01 &OBC- 01
- c) Category:** Group-A
- d) Upper Age Limit:** Not exceeding 35 years as on the closing date of online application. (relaxable up to 5 years for candidates belonging to SC/ST community and Govt./ Autonomous body employees in accordance with order issued by the central govt. from time to time).
- e) Scale of Pay:**Rs. 56,100- 1,77,500 in the Pay Matrix Level – 10 as per 7<sup>th</sup> Pay Commission plus NPA as admissible as per the Govt. of India Rules
- f) Period of probation : One (01) year.**
- g) Essential Educational Qualifications:**  
i. Post Graduate Degree in Homoeopathy recognized under HCC, Act, 1973;  
**Desirable**  
i. Working knowledge of computer.  
ii. Knowledge of Hospital administration.

**8. MEDICAL OFFICER**

- a) No. of Posts:** One (01) (Kolkata)
- b) Post Reserved for:** UR- 01.
- c) Classification:** Group-A
- d) Upper Age Limit:** Not exceeding 35 years as on the closing date of receipt of application. (relaxable up to 5 years for candidates belonging to SC/ST community and Govt./ Autonomous body employees in accordance with order issued by the central govt. from time to time).
- e) Scale of Pay:** Rs. 56,100 – 1,77,500 in the Pay Matrix Level – 10 as per 7<sup>th</sup> Pay Commission plus NPA as admissible as per the Govt. of India Rules.
- f) Period of probation : One (01) year.**
- g) Essential Educational Qualifications:**  
Post Graduate Degree in Homoeopathy recognized under HCC, Act, 1973;  
**Desirable**  
i. Working knowledge of computer.

- ii. Knowledge of Hospital administration.

## 9. ASSISTANT RESEARCH OFFICER

- a) **No. of Posts:** Two (02) (Kolkata)
- b) **Post Reserved for:** OBC- 01 & SC- 01.
- c) **Classification:** Group-A
- d) **Upper Age Limit:** Not exceeding 35 years as on the closing date of online application. (relaxable up to 5 years for candidates belonging to SC/ST community and Govt./ Autonomous body employees in accordance with order issued by the central govt. from time to time).
- e) **Scale of Pay:**Rs. 56,100 – 1,77,500 in the Pay Matrix Level – 10 as per 7<sup>th</sup> Pay Commission plus NPA as admissible as per the Govt. of India Rules.
- f) **Period of probation: One (01) year.**
- g) **Essential Educational Qualifications:**
  - i. Post Graduate Degree in Homoeopathy recognized under HCC, Act, 1973;
  - ii. Working knowledge of computer.

## 10. DIETICIAN

- a) **No. of Post:** One (01) (Kolkata)
- b) **Post Reserved for:** UR
- c) **Classification:** Group-B
- d) **Upper Age Limit:** Not exceeding 35 years as on the closing date of online application. (relaxable up to 5 years for candidates belonging to SC/ST community and Govt./ Autonomous body employees in accordance with order issued by the central govt. from time to time).
- e) **Scale of Pay:** Rs. 35,400 – 1,12,400 in the Pay Matrix Level – 6 as per 7<sup>th</sup> Pay Commission.
- f) **Period of probation : Two (02) years.**
- g) **Essential Educational Qualifications:**
  - i. Degree in Science with Diploma in Dietetics from a recognized university Institution;
  - ii. 7 years' experience in Govt./Autonomous /Reputed Hospital/Institution.

## 11. JUNIOR HINDI TRANSLATOR

- a) **No. of Post:** One (01) (Kolkata)
  - b) **Post Reserved for:** UR- 01
  - c) **Category:** Group-C
  - d) **Upper Age Limit:** Not exceeding 28 years as on the closing date of receipt of application. (relaxable up to 5 years for candidates belonging to SC/ST community and Govt./ Autonomous body employees in accordance with order issued by the central govt. from time to time).
  - e) **Scale of Pay:** Rs. 25,500 – 81,100 in the Pay Matrix Level – 4 as per 7<sup>th</sup> Pay Commission.
  - f) **Period of probation: Two (02) years.**
  - g) **Essential Educational Qualifications:**
    - i. Degree in Hindi/English from a recognized University with English/Hindi respectively as ancillary subject;
    - ii. At least one-year diploma in Hindi Translation.
    - iii. Qualified with a speed on 30 wpm in Hindi/English.
- Desirable**  
Knowledge in computer preferable Certificate in Office Automation Course like MS Office from a recognized Institute.

## 12. LOWER DIVISION CLERK

- a) **No. of Posts:** Seven (07) (Kolkata)

- b) **Post Reserved for:** UR- 03, OBC- 02, SC -01 & EWS-01.
  - c) **Category:** Group-C
  - d) **Upper Age Limit:** Not exceeding 28 years as on the closing date of receipt of application. (relaxable up to 5 years for candidates belonging to SC/ST community and Govt./ Autonomous body employees in accordance with order issued by the central govt. from time to time).
  - e) **Scale of Pay:** Rs. 19,900 – 63,200 in the Pay Matrix Level – 2 as per 7<sup>th</sup> Pay Commission.
  - f) **Period of probation : Two (02) years.**
  - g) **Essential Educational Qualifications:**
    - i. Higher Secondary/SSC from recognized State Board of Education;
    - ii. Qualification with a speed of 30 WPM in typewriting in Hindi/English.
- Desirable**  
Qualification in Computer course from a recognized Institute.

### 13. NURSING OFFICER

- a) **No. of Posts:** Six (06) (Kolkata)
- b) **Post Reserved for:** UR- 04, OBC- 01, & SC -01.
- c) **Category:** Group-B
- d) **Upper Age Limit:** Not exceeding 30 years as on the closing date for receipt of applications. (relaxable up to 5 years for candidates belonging to SC/ST community and Govt./ Autonomous body employees in accordance with order issued by the central govt. from time to time).
- e) **Scale of Pay:** Rs. 44,900 – 1,42,400 in the Pay Matrix Level – 7 as per 7<sup>th</sup> Pay Commission.
- f) **Period of probation : Two (02) years.**
- g) **Essential Educational Qualifications:**
  - A. (i) B.Sc (Hons.) in Nursing/B.Sc Nursing from an Indian Nursing Council recognized Institute or University.
  - or**
  - Post basic B.Sc., Nursing from an Indian Nursing Council recognized Institute or University.
  - (ii) Registered as a Nurse or Nurse and Midwife with state/Indian Nursing Council.
  - OR**
  - B. (i) B.Sc. Nursing (AYUSH) from an AYUSH recognized Institute/University.
  - (ii) Registered in the respective state/Indian AYUSH Nursing Council.
  - OR**
  - C. (i) Diploma in General Nursing Midwifery from an Indian Nursing Council recognized Institute/Board or Council.
  - (ii) Registered as Nurse or Nurse and Midwife in state/Indian Nursing Council.
  - (iii) Two year experience in minimum 25 bedded Hospital after acquiring the education qualification mentioned above.
  - OR**
  - D. (i) Diploma in Nursing and Pharmacy of AYUSH and registered in the respective state/Indian AYUSH Nursing Council.
  - (ii) Two years' experience in minimum 25 bedded hospital after acquiring the educational qualification mentioned above.

### 14. STENOGRAPHER GR II

- a) **No. of Post:** One (01) (Kolkata)
  - b) **Post Reserved for:** UR
  - c) **Category:** Group-C
  - d) **Upper Age Limit:** Not exceeding 28 years as on the closing date of receipt of application. (relaxable up to 5 years for candidates belonging to SC/ST community and Govt./ Autonomous body employees in accordance with order issued by the central govt. from time to time).
  - e) **Scale of Pay:** Rs. 25,500 – 81,100 in the Pay Matrix Level – 4 as per 7<sup>th</sup> Pay Commission.
  - f) **Period of probation :** Two (02) years.
  - g) **Essential Educational Qualifications:**
    - i. Higher Secondary from a recognized state board of education;
    - ii. Qualified with a speed of 80 WPM in Shorthand and 30 WPM with Type writing in English/Hindi.
    - iii. Qualified in computer course from recognized institution.
- Desirable**  
Degree in any discipline from a recognized University.

#### 15. STAFF CAR DRIVER.

- a) **No. of Post:** One (01) (Kolkata)
- b) **Post Reserved for:** OBC
- c) **Classification:** Group-C
- d) **Upper Age Limit:** Not exceeding 28 years as on the closing date of receipt of application. (relaxable up to 5 years for candidates belonging to SC/ST community and Govt./ Autonomous body employees in accordance with order issued by the central govt. from time to time).
- e) **Scale of Pay:** Rs. 19,900 – 63,200 in the Pay Matrix Level – 2 as per 7<sup>th</sup> Pay Commission.
- f) **Period of probation :** Two (02) years.
- g) **Essential Educational Qualifications:**
  - i. Matriculate.
  - ii. Must have valid driving license for three-wheeler/four-wheeler (LMV/HMV) passenger vehicle;
  - iii. 3 years' experience in the relevant field after attaining license.

#### 16. RADIOGRAPHER.

- a) **No. of Post :** One (01) (Kolkata)
- b) **Post Reserved for:** OBC
- c) **Classification:** Group – B
- d) **Upper Age Limit:** Not exceeding 28 years as on the closing date of online application. (relaxable upto 5 years for candidates belonging to SC/ST community and Govt./Autonomous body employees in accordance with order issued by the Central Govt. from time to time).
- e) **Scale of Pay:** Rs. 35,400 – 1,12,400 in the Pay Matrix Level – 6 as per 7<sup>th</sup> Pay Commission.
- f) **Period of probation :** Two (02) years.
- g) **Essential Educational Qualifications:**
  - i. Degree in Science with Diploma or Certificate in Radiography from recognized institution/university.
  - ii. 6 years experience in relevant field in Govt./Autonomous/Hospital/Institution of Repute.

#### 17. GENERAL DUTY ASSISTANT.

- a) **No. of Posts:** One (02) (**Kolkata**)
- b) **Post Reserved for:** SC – 01, ST - 01
- c) **Classification:** Group-C
- d) **Upper Age Limit:** Not exceeding 28 years as on the closing date of online application. (relaxable up to 5 years for candidates belonging to SC/ST community and Govt./ Autonomous body employees in accordance with order issued by the central govt. from time to time).
- e) **Scale of Pay:** Rs. 19,900 – 63,200 in the Pay Matrix Level – 2 as per 7<sup>th</sup> Pay Commission.
- f) **Period of probation : Two (02) years.**
- g) **Essential Educational Qualifications:**
  - a.) Matric or equivalent from recognized state education board.
  - b.) Computer course from recognized Institute
  - c.) Qualified with a speed of 30 wpm in type writing in Hindi/English

**Desirable**

Experience in handling photocopier and other office machine.

**18. MTS (COOK).**

- a) **No. of Post:** Two (02) (**Kolkata**)
- b) **Post Reserved for:** UR – 01, OBC - 01
- c) **Classification:** Group-C
- d) **Upper Age Limit:** Not exceeding 28 years as on the closing date of online application. (relaxable up to 5 years for candidates belonging to SC/ST community and Govt./ Autonomous body employees in accordance with order issued by the central govt. from time to time).
- e) **Scale of Pay:** Rs. 18,000 – 56,900 in the Pay Matrix Level – 1 as per 7<sup>th</sup> Pay Commission.
- f) **Period of probation : Two (02) years.**
- g) **Essential Educational Qualifications:**
  - 1. Middle pass from a recognized board.
  - 2. At least 2 years experience as cook in a recognized hospital/Nursing home or hostel of repute.

**Desirable**

Vocational course on cooking and nutrition.

**19. MTS (Safaiwala).**

- a) **No. of Posts:** Three (03) (**Kolkata**)
- b) **Post Reserved for:** UR – 01, SC– 01, ST – 01.
- c) **Classification:** Group-C
- d) **Upper Age Limit:** Not exceeding 28 years as on the closing date of online application. (relaxable up to 5 years for candidates belonging to SC/ST community and Govt./ Autonomous body employees in accordance with order issued by the central govt. from time to time).
- e) **Scale of Pay:** Rs. 18,000 – 56,900 in the Pay Matrix Level – 1 as per 7<sup>th</sup> Pay Commission.
- f) **Period of probation : Two (02) years.**
- g) **Essential Educational Qualifications:**
  - 1. Literate in local language.

**Desirable**

1. Primary pass.

Previous experience in the trade.

**20. MTS (Aya/Ward Boy).**

- a) No. of Posts:** Five (05) (**Kolkata**)
- b) Post Reserved for:** UR – 03, OBC - 02.
- c) Classification:** Group-C
- d) Upper Age Limit:** Not exceeding 28 years as on the closing date of online application. (relaxable up to 5 years for candidates belonging to SC/ST community and Govt./ Autonomous body employees in accordance with order issued by the central govt. from time to time).
- e) Scale of Pay:** Rs. 18,000 – 56,900 in the Pay Matrix Level – 1 as per 7<sup>th</sup> Pay Commission.
- f) Period of probation :** Two (02) years.
- g) Essential Educational Qualifications:**
  - 1. Matriculation or its equivalent from a recognized State / Central board.
  - 2. Ability to read and write English and local language.

**21. MTS (Morgue Attendant) (Erstwhile Kahar/Dom).**

- a) No. of Post:** One (01) (**Kolkata**)
- b) Post Reserved for:** SC– 01.
- c) Classification:** Group-C
- d) Upper Age Limit:** Not exceeding 28 years as on the closing date of online application. (relaxable up to 5 years for candidates belonging to SC/ST community and Govt./ Autonomous body employees in accordance with order issued by the central govt. from time to time).
- e) Scale of Pay:** Rs. 18,000 – 56,900 in the Pay Matrix Level – 1 as per 7<sup>th</sup> Pay Commission.
- f) Period of probation:** Two (02) years.
- g) Essential Educational Qualifications:**
  - 1. Matriculation or equivalent from a recognized State / Central Board.
  - 2. Knowledge of local language.

**22. MTS (Attendant).**

- a) No. of Posts:** Three (03) (**Kolkata**)
- b) Post Reserved for:** UR – 01, OBC– 01 [earmarked for PH], EWS – 01.
- c) Classification:** Group-C
- d) Upper Age Limit:** Not exceeding 28 years as on the closing date of online application. (relaxable up to 5 years for candidates belonging to SC/ST community and Govt./ Autonomous body employees in accordance with order issued by the central govt. from time to time).
- e) Scale of Pay:** Rs. 18,000 – 56,900 in the Pay Matrix Level – 1 as per 7<sup>th</sup> Pay Commission.
- f) Period of probation :** Two (02) years.
- g) Essential Educational Qualifications:**
  - 1. Matriculation or its equivalent from a recognized State/Central Board.
  - 2. Knowledge of English, Hindi and local language.

**23. MTS (Fieldman).**

- a) No. of Post:** One (01) (**Kolkata**)
- b) Post Reserved for:** UR – 01.
- c) Classification:** Group-C



- d) **Upper Age Limit:** Not exceeding 28 years as on the closing date of online application. (relaxable up to 5 years for candidates belonging to SC/ST community and Govt./ Autonomous body employees in accordance with order issued by the central govt. from time to time).
- e) **Scale of Pay:** Rs. 18,000 – 56,900 in the Pay Matrix Level – 1 as per 7<sup>th</sup> Pay Commission.
- f) **Period of probation : Two (02) years.**
- g) **Essential Educational Qualifications:**
  - 1. Matriculation or its equivalent.

**24. MTS (Laboratory Attendant).**

- a) **No. of Posts:** Four (04) (Kolkata)
- b) **Post Reserved for:** UR – 01, OBC– 01, SC – 01,ST – 01.
- c) **Classification:** Group-C
- d) **Upper Age Limit:** Not exceeding 28 years as on the closing date of online application. (relaxable up to 5 years for candidates belonging to SC/ST community and Govt./ Autonomous body employees in accordance with order issued by the central govt. from time to time).
- e) **Scale of Pay:** Rs. 18,000 – 56,900 in the Pay Matrix Level – 1 as per 7<sup>th</sup> Pay Commission.
- f) **Period of probation : Two (02) years.**
- g) **Essential Educational Qualifications:**
  - 1. Matriculation or its equivalent from a recognized State board of Education.
  - 2. Knowledge of work in the respective field.

**Desirable**

Vocational course at +2 level in any discipline.

**25. MTS (Peon).**

- a) **No. of Post:** One (01) (Kolkata)
- b) **Post Reserved for:** EWS - 01
- c) **Classification:** Group-C
- d) **Upper Age Limit:** Not exceeding 28 years as on the closing date of online application. (relaxable up to 5 years for candidates belonging to SC/ST community and Govt./ Autonomous body employees in accordance with order issued by the central govt. from time to time).
- e) **Scale of Pay:** Rs. 18,000 – 56,900 in the Pay Matrix Level – 1 as per 7<sup>th</sup> Pay Commission.
- f) **Period of probation : Two (02) years.**
- g) **Essential Educational Qualifications:**
  - 1. Matriculation or its equivalent from a recognized State/Central Board.
  - 2. Must know cycling.
  - 3. Ability to read and write English and local language.

## INFORMATION AND INSTRUCTIONS

### Important Dates :

Sl. No.	Activity	Dates
1.	Opening of submission of online Application Form	05/05/2023
2.	Closing date of submission of online Application Form	25/05/2023 (22:50)
3.	Closing date for deposit of application fee	25/05/2023 (23:00)
4.	Download of Admit Cards for Computer Based Recruitment Test (CBRT) and OMR Exam	28/05/2023
6.	Result Declaration	18/06/2023
7.	Download of Admit Cards for Skill Test and Interview	22/06/2023 to 01/07/2023
8.	Skill Test Date (Junior Hindi Translator, Stenographer Grade II, Lower Division Clerk, General Duty Assistant)	To be notified later
10.	Interview (Professor & Associate Professor)	To be notified later
11.	Tentative schedule for date of Interview for the posts of Assistant Professor, , Resident Medical Officer (RMO), Medical Officer (MO), Assistant Research Officer (ARO).	To be notified later
12	Handing over of final results/ Select List to NIH, Kolkata	05/07/2023

Sl. No.	Name of the Post	Date of Recruitment Test
1.	Assistant Professor-I	Will be notified in the website, candidates are requested to visit regularly NIH website.
2.	Assistant Professor-II	
3.	Dietician	
4.	Nursing Officer	
5.	Radiographer	
6.	RMO	
7.	MO	
8.	Astt. Research Officer	
9.	General Duty Assistant	
10.	Staff Car Driver	
11.	Lower Division Clerk	
12.	Junior Hindi Translator	
13.	Stenographer Gr-II	

<b>14.</b>	<b>MTS (Laboratory Attendant)</b>	
<b>15.</b>	<b>MTS (Cook)</b>	
<b>16.</b>	<b>MTS (Safaiwala)</b>	
<b>17.</b>	<b>MTS (Morgue Attendant)</b>	
<b>18.</b>	<b>MTS (Peon)</b>	
<b>19.</b>	<b>MTS (Aya/ Ward Boy)</b>	
<b>20.</b>	<b>MTS (Attendant)</b>	
<b>21.</b>	<b>MTS (Field man)</b>	

**The crucial date for determining the age limit:**

The crucial date for determining the age limit of all candidates will be the closing date& time of submission of online application.

- 1. Head Quarter:** National Institute of Homoeopathy, Kolkata; but **the selected candidate may have to serve in any of the establishments of the Ministry of Ayush, Govt. of India, located in the Country.**
- Fresh recruitees shall be governed by New Pension Scheme (NPS) of Govt. of India.
- All the Pay Scale shall be corresponding to 7<sup>th</sup> CPC Pay Matrix.
- 4. Any Other Conditions:** The Conditions of service will be as laid down in the CCS(CCA) Rules, 1965, Govt. of India and other rules and as per the Bye-Laws of the Institute as amended from time to time in particular;

**NOTES:**

- Applicants are also requested to carefully go through the details of posts and instructions published below as well as on the website <http://www.nih.nic.in>.
- The age limit shown against each post is the normal age limit and the upper age limit is relaxable for SC/ST applicants up to 5 years and up to 3 years for OBC applicants in respect of vacancies reserved for them. SC/ST/OBC applicants have to produce a caste certificate in prescribed proforma. For age relaxation/concession applicable to other categories of applicants please see relevant paras of the advertisement.
- A candidate will be eligible to get the benefit of community reservation only in case the particular caste to which the applicant belong is included in the list of reserved communities issued by the Central Government. If a candidate indicates in his/her application form that he/she belongs to SC/ST/OBC/EWS/General category but subsequently writes to the NIH, Kolkata to change his/her category, such request shall not be entertained by the NIH, Kolkata.

**INSTRUCTIONS AND ADDITIONAL INFORMATION**

**1. CITIZENSHIP:**

An applicant must be either:

- a citizen of India, or
- a subject of Nepal, or
- a subject of Bhutan, or
- a Tibetan refugee who came over to India before 1<sup>st</sup> January, 1962 with the intention of permanently settling in India, or
- a person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka or East African countries of Kenya, Uganda, the United Republic of Tanzania (formerly Tanganyika and Zanzibar), Zambia, Malawi, Zaire, Ethiopia and Vietnam with the intention of permanently settling in India. Provided that a candidate belonging to categories (b), (c), (d) and (e) above shall be a person in whose favour a certificate of eligibility has been issued by the Government of India.

**NOTE** The application of a candidate in whose case a certificate of eligibility is necessary, may be considered by the Government and if recommended for appointment, the candidate may also be provisionally appointed subject to the necessary certificate being issued in his favour by the Government of India.

**2. AGE LIMITS:** The age limit for different categories of posts has been given in the advertisement. For certain age concessions admissible to various categories of applicants, please go through the instruction regarding Concessions & Relaxations.

**3. MINIMUM ESSENTIAL QUALIFICATIONS:** Applicant must fulfill all the essential requirements for the post and other conditions prescribed in the advertisement. They are advised to satisfy themselves before applying that they possess at least the essential qualifications advertised for various posts. No enquiry asking for advice as to eligibility will be entertained.

**NOTE-I:** The prescribed essential qualifications are the minimum and the mere possession of the same does not entitle applicant to be called for recruitment test/ interview/skill test.

**NOTE-II:** In the event of number of applications being large, Institute will adopt short listing criteria to restrict the number of applicants to be called for recruitment test/ skill test to a reasonable number by any or more of the following methods:

- (a) On the basis of Desirable Qualification (DQ) or any one or all of the DQs if more than one DQ is prescribed.
- (b) On the basis of higher educational qualifications than the minimum prescribed in the advertisement.
- (c) On the basis of higher experience in the relevant field than the minimum prescribed in the advertisement.
- (d) By counting experience before or after the acquisition of essential qualifications.
- (e) By invoking experience even in cases where there is no experience mentioned either as Essential Qualification (EQ) or as Desirable Qualification (DQ).
- (f) By holding a Recruitment Test.

The applicant should, therefore, mention all his/her qualifications and experience in the relevant field over and above the minimum qualifications.

**NOTE-III: -**

IMPORTANT
i) The category-wise minimum qualifying marks will be UR/EWS-50 %, OBC-45 % , SC/ST/PH-40 %, out of the total number of marks of the examination for each category of post.
ii) The selection for each category of post will be made by Computer Based Recruitment Test / OMR, Skill Test and Interview wherever applicable.
iii) Merit list of applicants will be prepared amongst the applicants those who have secured minimum qualifying marks prescribed for their respective category.

#### 4. UPPER AGE LIMIT RELAXATIONS:

d.) Permissible relaxation in upper age limit and category-codes for claiming agerelaxationareas follows:

Code No	Category	Age-relaxation Permissible beyond upper age limit
01	SC/ST	5years
02	OBC	3years
03	PwBD(Unreserved)	10years
04	PwBD (OBC)	13years
05	PwBD(SC/ST)	15years
06	Ex-Servicemen(ESM)	3 years after deduction of The military service rendered from the actual age as on the Closing date.
08	Defence Personnel disabled in operation during hostilities with any foreign country or in a disturbed area and released as a consequence thereof.	3years
09	Defence Personnel disabled in operation during hostilities with any foreign country or in a disturbed area and released as a consequence thereof (SC/ST).	8years
<b>Additional permissible relaxation in upper age limit for Group ‘C’ posts</b>		
10	Central Govt. Civilian Employees who have rendered not less than 3 years regular and continuous service as on closing date for receipt of application.	Up to 40 years of age
11	Central Govt. Civilian Employees (SC/ST) who have rendered not less than 3 years regular and continuous service as on closing date for receipt of application.	Up to 45 years of age
12	Widows/Divorced Women/Women judicially separated and who are not re- married.	Up to 35 years of age
13	Widows/Divorced Women/Women judicially separated and who are not re- married (SC/ST).	Up to 40 years of age

- (a) **The upper age limit in case of Ex-Servicemen and Commissioned Officers including ECOs/SSCOs** shall be relaxed by five years subject to the condition that on the closing date of online applications the continuous service rendered in the Armed Forces by an Ex-Serviceman is not less than six months after attestation. This relaxation is also available to Ex-Servicemen and Commissioned Officers who have completed their initial period of assignment of five years of Military Service and whose assignment has been extended beyond five years as on closing date and in whose case the Ministry of Defence issues certificates that they will be released within 3 months on selection from the date of receipt of offer of appointment. Applicant claiming age relaxation under this para would be required to produce a certificate in the prescribed proforma to NIH, Kolkata.
- (b) **NOTE:** Ex-Servicemen who have already secured regular employment under the Central Govt. in a Civil Post are permitted the benefit of age relaxation as admissible for Ex-Servicemen for securing another employment in any higher post or service under the Central Govt. However, such applicant will not be eligible for the benefit of reservation, if any for Ex-Servicemen in Central Govt. jobs.
- (c) **In order to qualify for the concession under(a) above**, applicant concerned would be required to produce a certificate that they have been released from the Defence Forces. The certificate for Ex-Servicemen and Commissioned Officers should be signed by the appropriate authorities specified below and should also specify the period of service in the Defence Forces: -
- i In case of Commissioned Officers including ECOs/SSCOs:
    - Army: Directorate of Personnel Service, Army Headquarters, New Delhi.
    - Navy: Directorate of Personnel Services Naval Headquarters, New Delhi.
    - Air Force: Directorate of Personnel Services, Air Headquarters, New Delhi.
  - ii In case of JCOs/ORs and equivalent of the Navy and Air Forces:
    - Army: By various Regimental Record Offices.
    - Navy: Naval Records, Bombay
    - Air Force: Air Force Records, New Delhi.
1. Ex-servicemen who have already secured employment in civil side under Government in Group 'C' & 'D' posts on regular basis after availing of the benefits of reservation given to ex-servicemen for their re-employment are not eligible for reservation in ESM category and fee concession. However, such candidates can avail of the benefit of reservation as ex-serviceman for subsequent employment if he immediately after joining civil employment, gives self-declaration/undertaking to the concerned employer about the date-wise details of application for various vacancies for which he had applied for before joining the initial civil employment as mentioned in the OM No: 36034/1/2014-Estt (Res) dated 14.08.2014 issued by DoP&T.
  2. The period of "Call up Service" of an Ex-Serviceman in the Armed Forces shall also be treated as service rendered in the Armed Forces for purpose of age relaxation, as per rules.
  3. For any serviceman of the three Armed Forces of the Union to be treated as Ex-Serviceman for the purpose of securing the benefits of reservation, he must have already acquired, at the relevant time of submitting his application for the Post/Service, the status of ex-serviceman or is in a position to establish his acquired entitlement by documentary evidence from the competent authority that he would complete specified term of engagement from the Armed Forces within the stipulated period of one year from the closing date for receipt of application i.e. 28-05-2024. Such candidates must also acquire the status of an ex-serviceman within the stipulated period of one year from the closing date of receipt of applications.

**Explanation:** An 'ex-serviceman' means a person:

who has served in any rank whether as a combatant or non-combatant in the regular Army, Navy and Air Force of the Indian Union, and

Who either has been retired or relieved or discharged from such service whether at his own request or being relieved by the employer after earning his pension;

or

Who has been relieved from such service on medical grounds attributable to military service or circumstances beyond his control and awarded medical or other disability pension ;or

Who has been released from such service as a result of reduction in establishment;

or

Who has been released from such service after completing the specific period of engagement, otherwise than at his own request, or by way of dismissal, or discharge on account of misconduct or inefficiency and has been given a gratuity; and includes personnel of the Territorial Army, namely, pension holders for continuous embodied service or broken spells of qualifying service;

or

Personnel of the Army Postal Service who are part of Regular Army and retired from the Army Postal Service without reversion to their parent service with pension, or are released from the Army Postal service on medical grounds attributable to or aggravated by military service or circumstance beyond their control and awarded medical or other disability pension;

Or

Personnel, who were on deputation in Army Postal Service for more than six months prior to the 14th April, 1987;

or

Gallantry award winners of the Armed forces including personnel of Territorial Army;

or

Ex-recruits boarded out or relieved on medical ground and granted medical disability pension.

A Matriculate Ex-Serviceman (which includes an Ex-Serviceman, who has obtained the Indian Army Special Certificate of education or corresponding certificate in the Navy or the Air Force), who has put in not less than 15 years of service with the Armed Forces of the Union shall be considered eligible for appointment to the reserved vacancies for ESM in Group “C” posts. Thus, those non-graduate Ex-Servicemen who have not completed 15 years of service as on the closing date for receipt of applications or would not complete 15 years of service within one year from the closing date of receipt of applications are not eligible to apply for this examination. Such ESM candidates are not eligible for Group ‘B’ posts.

Age relaxation/ ESM reservation is not admissible to sons, daughters and dependents of Ex-Servicemen. Therefore, such candidates should not indicate their category as ex-serviceman.

**Vacancies for ESM are reserved for only Group “C” posts.**

**Crucial date for claim of SC/ST/OBC/EWS/PwBD status or any other benefit viz. fee concession, reservation, age, relaxation etc. will be the closing date for receipt of online application.**

**Candidates with benchmark disabilities will be considered as Persons with Disabilities (PwD) and entitled to reservation for Persons with Disabilities.**

**Suitability of following categories posts for the persons with benchmark disabilities :**

Sl. No.	Name of the Post	Categories of PwBDs suitable for the jobs
1.	Professor	OL
2.	Associate Professor	OL
3.	Assistant Professor	OL
4.	Medical Officer	OA, OL
5.	Resident Medical Officer	OA, OL
6.	Assistant Research Officer	OA, OL
7.	Radiographer	HH, LC, Dw, AAV
8.	Nursing Officer	LC, AAV
9.	Dietician	OA, OL, BL, HH
10.	Junior Hindi Translator	OA, OL, BL, B, LV, HH
11.	Stenographer Grade II	OA, OL, BL, OAL, B, LV, HH
12.	Lower Division Clerk	OA, OL, OAL, BL, B, LV, HH
13.	General Duty Assistant	OA, OL, OAL, BL, B, LV, HH
14.	MTS (Laboratory Attendant)	LV, HH
15.	MTS (Fieldman)	OL, HH
16.	MTS (Cook)	OL, LV, HH
17.	Multi Tasking Staff (Attendant, Peon, Safaiwala)	OA, OL, OAL, BL, B, LV, H, C
18.	MTS (Aya/Wardboy)	OL, B, LV, HH

ABBREVIATIONS USED : OL – One Leg, OA – One Arm, HH – Hearing Impaired,  
LC – Leprosy Cured, Dw – Dwarfism, AAV – Acid Attack Victim, BL – Both Leg,  
B – Blind, LV – Low Vision, OAL – One Arm and One Leg,  
H – Hearing, C - Communication



### **AGE RELAXATION FOR CENTRAL GOVERNMENT EMPLOYEES:**

- The upper age limit is relaxable for Govt. Autonomous Body Servants up to 5 years as per instructions issued by the Govt. of India from time to time. (This implies that Scheduled Castes/Schedules Tribes category applicants would get maximum 10 years age relaxation including 5 years age relaxation meant for their respective categories. Similarly, OBC applicants would get maximum up to 8 years including 3 years age relaxation meant for OBC category).
- This relaxation will be admissible to Government servants with 3 years continuous service in Central Government and working in posts which are in the same line or allied cadre and where a relation could be established that the service already rendered in that particular post will be useful for the efficient discharge of the duties of the post to which recruitment is being made. Decision in this regard will rest with the NIH, Kolkata.
- A candidate claiming to belong to the category of Central Government servant and thus seeking age relaxation under this para would be required to produce a Certificate in the prescribed proforma issued after the date of advertisement from his/her Employer on the Office letter head to the effect that he/she is a regularly appointed Central Government Servant and not on casual/ad-hoc/daily wages/hourly paid/contract basis employee.

#### **(d) Age relaxation to PwD persons**

- i) Age relaxation of 10 years (This implies that Scheduled Castes/Schedules Tribes category applicants would get maximum 15 years age relaxation including 5 years meant for their respective categories. Similarly, OBC applicants would get maximum up to 13 years including 3 years age relaxation meant for OBC category) in upper age limit and upper age limit shall be allowed to persons suffering from
  - (a) Low vision,
  - (b) Hard of Hearing
  - (c) One Arm, One Leg, One Arm and One Leg, Acid Attack Victims,
  - (d) Leprosy Cured, Dwarfism.
  - (e) Multiple disabilities from amongst persons under clauses (a) to (d) in case of direct recruitment to all civil posts/services under the Central Government identified suitable to be held by persons with such disabilities, subject to the condition that maximum age of the applicant on the closing date shall not exceed 56 years. The age concession to the persons with disabilities shall be admissible irrespective of whether the post is reserved for persons with disabilities or not, provided the post is identified suitable for the relevant category of disability.
- ii) Relaxation of age limit would be permissible to such applicants who have a minimum of 40% permanent disability.
- iii) If an applicant with disability is entitled to age concession by virtue of being a Central Government employee, concession to him/her will be admissible either as a 'person with disability' or as a 'Central Government employee' whichever may be more beneficial to him/her.
- iv) The above provisions will not be applicable to a post/service for which other specific provision regarding age relaxation is made by notification.

**5. PROVISION OF COMPENSATORY TIME AND ASSISTANCE OF SCRIBE TO PwD CANDIDATES:**

- i. In case of persons with benchmark disabilities in the category of blindness, locomotor disability (both arms affected-BA) and cerebral palsy, the facility of scribe is provided, if desired by the candidate.
- ii. In case of remaining categories of persons with benchmark disabilities, the provision of scribe will be provided on production of a certificate at the time of examination to the effect that the person concerned has physical limitation to write, and scribe is essential to write examination on his behalf, from the Chief Medical Officer/ Civil Surgeon/ Medical Superintendent of a Government health care institution as per proforma.
- iii. The facility of scribes/ passage reader will be provided to the PwBD candidates only if he has opted for the same in the online application form.
- iv. The candidates **are advised to bring their own scribe in case of any specific requirement however, they need to submit a declaration that the scribe is less educated than the essential minimum qualification of the post.** Appropriate choice in this regard will have to be given by the candidate in the online application form.
- v. A compensatory time of 20 minutes per hour of examination will be provided to the persons who are allowed use of scribe.
- vi. who are eligible for use of scribe but not availing the facility of scribe will also be given compensatory time of 20 minutes per hour of examination.
- vii. No attendant other than the scribe for eligible candidates will be allowed inside the Examination Hall.
- viii. One eyed candidates and partially blind candidates who are able to read the normal Question Paper set with or without magnifying glass and who wish to write/ indicate the answer with the help of magnifying glass will be allowed to use the same in the Examination Hall and will not be entitled to a scribe. Such candidates will have to bring their own magnifying glass to the Examination Hall.
- ix. The PwBD candidates who have availed the facility of scribes/ passage reader and/ or compensatory time must produce relevant documents for the eligibility of scribe/ compensatory time at the time of Document Verification. Failure to produce such supporting documents will lead to cancellation of their candidature for the examination.

5. Date of Birth filled by the candidate in the online application form and the same recorded in the Matriculation/ Secondary Examination Certificate will be accepted by the NIH, Kolkata for determining the age and no subsequent request for change will be considered or granted.

In case of the candidates having qualification less than Matriculation (applicable only for the posts of MTS (Cook) and MTS (Safaiwala), any of the following documents will be uploaded as a proof of Date of Birth:

- i) Birth certificate issued by the Registrar of Births and Deaths or the Municipal Corporation or any other prescribed authority, whosoever has been empowered under the Registration of Birth and Deaths Act, 1969 to register the birth of a child born in India.
- ii) School leaving Certificate issued by the school last attended/recognized educational board.

- a As per Ministry of Human Resource Development Notification dated 10-06-2015 published in the Gazette of India all the degrees/ diplomas/ certificates awarded through Open and Distance Learning mode of education by the Universities established by an Act of Parliament or State Legislature, Institutions Deemed to be Universities under Section 3 of the University Grants Commission Act, 1956 and Institutions of National Importance declared under an Act of Parliament stand automatically recognized for the purpose of employment to posts and services under the Central Government provided they have been approved by the Distance Education Bureau, University Grants Commission. Accordingly, unless such degrees are recognized for the relevant period when the candidates acquired the qualification, they will not be accepted for the purpose of Educational Qualification. In case of the candidates possessing such degrees /diplomas /certificates awarded through Open and Distance Learning mode of education, such candidates shall also produce approval given to the University by the Distance Education Bureau ,University Grants Commission for the relevant period at the time of Document Verification.
- b As per UGC (Open and Distance Learning) Regulations, 2017 published in official Gazette on 23-06-2017, under Part-III(8)(v), the programmes in engineering, medicine, dental, nursing, pharmacy, architecture and physiotherapy etc. are not permitted to be offered under Open and Distance Learning mode. However, pursuant to the Hon'ble Supreme Court Order dated 11-03-2019 in MANo.3092/2018inW.P.(C)No.382/2018 titled Mukul Kumar Sharma & others Vs AICTE and others, B.Tech.degree/diploma in Engineering awarded by IGNOU to the students who were enrolled up to academic year 2009-10 shall be treated as valid, wherever applicable.
- c All the candidates who are called for documents verification will be required to produce the relevant Certificates such as Mark sheets for all years/semesters of Graduation/ Provisional Certificate/ Degree of Graduation in original as proof of having acquired the minimum educational qualification on or before the cut-off date, failing which the candidature of such candidates will be cancelled by the NIH, Kolkata. The candidates who are able to prove, by documentary evidence, that the result of the qualifying examination was declared on or before the cut-off date and he has been declared passed, will also be considered to meet the educational qualification. **It is reiterated that the result of requisite educational qualification must have been declared by the Institute/ University by the specified date. Mere possession of the result by the University/Institute by the cut-off date does not fulfill the EQ requirement.**
- d In case of the candidates possessing equivalent educational qualification, such candidates shall also produce relevant Equivalence Certificate from the authorities concerned at the time of Document Verification. However, final decision regarding

selection of such candidates will be taken by NIH, Kolkata.

**6. Application Fee:**

- A. Applicants are required to pay Non-Refundable Application fee of Rs. 1000/- (Rupees One Thousand only) online.
- B. Women candidates and candidates belonging to Scheduled Castes (SC), Scheduled Tribes (ST), Persons with Benchmark Disabilities (PwBD) and Ex-servicemen (ESM) eligible for reservation are exempted from payment of fee.
- C. Fee can be paid online through BHIM UPI, Net Banking or by using Visa, Master card, Maestro, RuPay Credit or Debit cards.
- D. Online fee can be paid by candidates up to 28-05-2023 (22:50 hours).
- E. Candidates who are not exempted from fee payment must ensure that their fee has been deposited. If the fee is not received, status of the Application Form is shown as 'Incomplete' and this information is printed on the top of the print out of online Application Form. Further, status of fee payment can be verified at the 'Payment Status' link provided in the candidate's login screen. Such applications which remain incomplete due to non-receipt of fee will be **SUMMARILY REJECTED** and no request for consideration of such applications and fee payment after the period specified in the Notice of Examination shall be entertained.
- F. Fee once paid shall not be refunded under any circumstances nor will it be adjusted against any other examination or selection.

**7. Resolution of Tie Cases:**

- In the event of tie in scores of candidates in CBRT examination, merit will be decided by applying following criteria, one after another in the given order, till the tie is resolved:
  - Date of birth, with older candidate placed higher.
  - Alphabetical order in which the names of the candidates appear.

**8. (A) HOW TO APPLY:**

Intending eligible candidates are requested to submit their online application at **the Prescribed Application Portal** at <https://www.nih.nic.in> and <https://www.nih.cbtexam.in> within the date and time as indicated therein. Application in other format like Speed Post / Courier / E-mail will not be considered and **SUMMARILY REJECTED** without any further communication.

**Note:** If any document/ certificate furnished is in a language other than Hindi or English, a transcript of the same duly attested by the Oath Commissioner or Gazetted officer or notary is to be uploaded.

**IMPORTANT**

Any further updates including recruitment test/ skill test/interview, etc. will be published only in the online portal. Therefore, applicants are advised to follow the <https://www.nih.nic.in> and <https://www.nih.cbtexam.in> regularly.

**“WARNING”:**

Applicants will be short-listed for Recruitment Test/Interview (whichever is applicable) on the basis of the information provided by them in their application and documents submitted in support of the claim made in their application. Original documents will be examined only if the candidate is prima facie found to be eligible to be shortlisted on the basis of information provided regarding qualifications and experience claimed in the application, various reports as per the advertisement and modalities and criteria adopted for short listing. Applicants must ensure that such information is true. If at any stage of the recruitment process or even thereafter at any time of recruitment/service any information given by applicant or any claim made by the applicant in his/her applications is found to be false, his/her candidature/employment will be liable to be **rejected and/or terminated**. **MERE SHORTLISTING FOR RECRUITMENT TEST/INTERVIEW/SKILL TEST DOES NOT CONFIRM ELIGIBILITY.**

**9. DOCUMENTS/ CERTIFICATES REQUIRED TO BE UPLOADED ALONGWITH ONLINE APPLICATION FORM.**

**The date of verification of Original documents will be intimated in due course.**

- a) Matriculation/10<sup>th</sup> Standard or equivalent certificate indicating date of birth, or mark sheet of Matriculation/10<sup>th</sup> Standard or equivalent issued by Central/State Board indicating Date of Birth in support of their claim of age.
- b) All the marksheets and certificates pertaining to the essential educational qualification claimed must be uploaded.

***In the absence of Matriculation/10<sup>th</sup> Standard or equivalent certificate [applicable only for the post of MTS (Cook) and MTS (Safaiwala)], School leaving certificate issued by the school last attended/recognized educational board must be uploaded.***

- c) Order/ letter in respect of equivalent Educational Qualifications claimed, indicating the Authority (with number and date) under which it has been so treated, in respect of equivalent clause in Essential Qualifications, if a candidate is claiming a particular qualification as equivalent qualification as per the requirement of advertisement.
- d) Certificate(s) from the Head(s) of Organization(s) /Department(s) for the entire experience claimed, clearly mentioning the name of the post(s) and indicating the pay. The certificate(s) should also mention the nature of duties performed/experience obtained in the post(s) with duration(s). Experience Certificate should be issued with relevant to the post applied for. Experience certificate should contain all the details as mentioned above may be considered on merits by the NIH, Kolkata. NIH may ask for any additional information/clarification, as and when required.
- e) Caste certificate by candidate seeking reservation as SC/ ST/ OBC/EWS in the prescribed proforma from the competent authority indicating clearly the candidate's Caste, the Act/ Order under which the Caste is recognized as SC/ ST/ OBC/EWS and the village/ town the candidate is ordinarily a resident of.
- f) A declaration in the prescribed format by candidate seeking reservation as OBC, that he/she does not belong to the creamy layer on the crucial date, in addition to the community certificate (OBC). Unless specified otherwise, the prescribed closing date for receipt of Application for the post is to be treated as crucial date.

**A Non-Creamy layer certificate, not older than one (01) year as on the closing date of online application, must be uploaded along with the Community Certificate.**

- g) Persons with disabilities (PwD), as indicated against various item(s) in the VACANCY DETAILS, can apply to the respective posts even if the post is not reserved for them but has been identified as Suitable. However, such candidates will be considered for selection to such post by general standard of merit. Persons suffering from not less than 40% of relevant permanent disability shall alone be eligible for the benefit of

reservation and other relaxations as permissible under the rules. Thus, Persons with Disability (PwD) persons can avail benefit of:

- iii) Reservation and other Concessions & Relaxations as permissible under the Rules only when degree of physical disability is 40% or more and permanent in nature and the posts are reserved for PwD candidates.
- iv) Other Concessions & Relaxations as permissible under the Rules only when degree of physical disability is 40% or more and permanent in nature and the posts are suitable for PwD candidates.

Centre of Examination :

NAME OF THE POST	CENTRE OF EXAMINATION
Assistant Professor & Resident Medical Officer	Kolkata & Delhi
All posts except the posts mentioned above	Kolkata
Interview & Skill Tests of the respective posts	Kolkata

NAME OF THE POST	SCHEME OF EXAMINATION
Professor	Interview
Associate Professor	Interview
Assistant Professor	CBRT & Interview
RMO	CBRT & Interview
Medical Officer	CBRT & Interview
Assistant Research Officer	CBRT & Interview
Nursing Officer	CBRT
Radiographer	CBRT
Dietician	CBRT
Stenographer Grade II	CBRT & Skill Test
Lower Division Clerk	CBRT & Skill Test
Junior Hindi Translator	CBRT & Skill Test
GDA	OMR Examination
Staff Car Driver	OMR Examination
MTS (COOK)	OMR Examination
MTS (ATTENDANT)	OMR Examination
MTS (SAFAIWALA)	OMR Examination
MTS (MORGUE ATTENDANT)	OMR Examination
MTS (LABORATORY ATTENDANT)	OMR Examination
MTS (PEON)	OMR Examination
MTS (FIELDMAN)	OMR Examination
MTS(AYA/WARDBOY)	OMR Examination

- h) Persons with disabilities (PwD) certificate in prescribed proforma issued by the competent authority by Persons with disabilities (PwD) eligible for appointment to the post on the basis of prescribed standards of Medical Fitness. The Competent Authority to issue Persons with disabilities (PwD) certificate shall be a Medical Board duly constituted by the Central or a State Government. The Central/ State Government may constitute Medical Board(s) consisting of at least three (03) Members out of which at least one shall be a Specialist in the particular field for assessing Locomotor/ Cerebral / Visual / Hearing disability, as the case may be.
- i) **An applicant who claims change in name after matriculation or marriage or remarriage or divorce etc. the following documents are required to be uploaded:**
  - 
  - i **In case of marriage of women** - Photocopy of Husband's passport showing names of spouses or an attested copy of marriage certificate issued by the Registrar of

Marriage or an Affidavit from husband and wife along with a joint photograph duly sworn before the Oath Commissioner;

- ii **In case of re-marriage of women** - Divorce Deed/Death certificate as the case may be in respect of first spouse; and photocopy of present husband's passport showing names of spouse or an attested copy of marriage certificate issued by the Registrar of Marriage or an Affidavit from the husband and wife along with joint photograph duly sworn before the Oath Commissioner
- iii **In case of divorce of women**- Certified copy of Divorce Decree and Deed Poll/Affidavit duly sworn before the Oath Commissioner.
- iv **In other circumstances for change of name for both male and female** - Deed Poll/Affidavit duly sworn before the Oath Commissioner and paper cuttings of two leading daily newspaper in original (One daily newspaper should be of the area of applicants permanent and present address or nearby area) and Gazette Notification.
- j) Certificate/ Document in respect of Age relaxation for: Ex-Servicemen and Commissioned Officers in **prescribed proforma** from competent authority.
- k) **Central/UT Government Employees/Autonomous body employees in prescribed proforma** from competent authority along with 'NOC' issued after the date of advertisement, and clearly mentioning that in the event of selection, the candidate shall be released immediately for joining to the new posting. Such Certificate needs to be uploaded along with the online application form.
- l) Persons seeking age relaxation under special provision/ order.
- m) **Applicants working in organizations other than those mentioned in (k) above are required to upload experience certificates as per their claim.**
- n) Certificate(s) in respect of claim regarding Professional Registration (Wherever applicable), Language, list of Publications, Conference, Internship, etc. must be uploaded.
- o) Documentary support for any other claim(s) made.

**NOTE I: The period of experience rendered by a candidate on contract basis, part time basis, daily wages, will not be counted while calculating the valid experience for short listing the applicant.**

**NOTE II: If any document/ certificate furnished is in a language other than Hindi or English, a transcript of the same duly attested by the Oath Commissioner or Gazetted officer or notary is to be uploaded.**

#### **10. ACTION AGAINST APPLICANTS FOUND GUILTY OF MISCONDUCT:**

Applicants are warned that they should not furnish any particulars that are false or suppress any material information in filling up the application form. In the event of any applicant is found to have submitted any information to be false the candidature of the applicant will be **SUMMARILY REJECTED**. A candidate who is or has been declared by the Government of India to be guilty of:

- a) Obtaining/arrangement/recommendation/support of his/her candidature by any means, or
- b) impersonating, or
- c) procuring impersonation by any person, or
- d) submitting fabricated documents or documents which have been tampered with, or
- e) making statements which are incorrect or false or suppressing material information, or
- f) resorting to any other irregular or improper means in connection with his/her candidature for the selection, or
- g) using unfair means during the test, or
- h) writing irrelevant matter including obscene language or pornographic matter, in the script(s), or
- i) misbehaving in any other manner in the examination hall, or

- j) harassing or doing bodily harm to the staff employed by the NIH, Kolkata for the conduct of their test, or
- k) Bringing mobile phone/Communication device in the examination room.
- l) attempting to commit or, as the case may be, abetting the NIH, Kolkata of all or any of the acts specified in the foregoing clauses may, in addition to rendering himself/herself liable to criminal prosecution, be liable:
  1. to be disqualified by the Government from selection for which he/she is an applicant, and/or
  2. to be debarred either permanently or for a specified period by the Government from any examination or selection held by the Government employment under it, and
  3. if he/she is already in service under Government to disciplinary action under the appropriate rules.

**11. OTHER INFORMATION/INSTRUCTIONS:**

- a) **Applicant must attend the recruitment test/interview/skill test at such place, as fixed and indicated in their respective ADMIT CARDS.**
- b) *Any request regarding change in venue/date/time of the examination will not be entertained.*
- c) No TA/DA, boarding /lodging charges will be paid to any applicant for attending the recruitment test/interview/skill test.
- d) **The Summoning of applicant for recruitment test/interview/skill test convey no assurance whatsoever that they will be selected.**
- e) Applicants must be in sound health. They must, if selected, be prepared to undergo such medical examination and satisfy such medical authority as Government may require.
- f) Applicants will be informed of the final result in due course through NIH website [www.nih.nic.in](http://www.nih.nic.in) and any interim enquiries about the result are therefore, unnecessary and will not be attended to. NIH, Kolkata do not enter into correspondence with the applicant about reasons for their non-selection for recruitment test/appointment.
- g) Canvassing in any form will disqualify a candidate.
- h) **BEFORE APPLYING, CANDIDATES MUST TO GO THROUGH THE INSTRUCTIONS GIVEN IN THE NOTICE OF EXAMINATION VERY CAREFULLY.**
- i) **CANDIDATES ARE ADVISED IN THEIR OWN INTEREST TO SUBMIT ONLINE APPLICATIONS MUCH BEFORE THE CLOSING DATE AND NOT TO WAIT TILL THE LAST DATE TO AVOID THE POSSIBILITY OF DISCONNECTION / INABILITY OR FAILURE TO LOGIN TO THE APPLICATION PORTAL ON ACCOUNT OF HEAVY LOAD ON THE WEBSITE DURING THE CLOSING DAYS.**
- j) **WHEN APPLICATION IS SUCCESSFULLY SUBMITTED, IT WILL BE ACCEPTED 'PROVISIONALLY'. CANDIDATES SHOULD TAKE PRINTOUT OF THE APPLICATION FORM FOR THEIR OWN RECORDS.**
- k) **ALL THE POSTS CARRY ALL INDIA SERVICE LIABILITY (AISL) i.e. the candidate, on selection, may be asked to serve in any Organisation/Institution of Ministry of Ayush, Govt. of India, situated in the country.**

**Director, NIH, KOLKATA reserves the right to issue any addendum, corrigendum or cancel or change the advertisement at any time, completely or partly without assigning any reason thereof and the same will be published in the NIH website <https://www.nih.nic.in> and <https://www.nih.cbtextam.in> only.**

**Director**