



**NATIONAL INSTITUTE OF PHARMACEUTICAL EDUCATION AND RESEARCH
(NIPER - KOLKATA)**

**Dept. of Pharmaceuticals, Ministry of Chemicals & Fertilizers, Govt. of India
"Chunilal Bhawan", 168, Manicktala Main Road, Kolkata - 700 054**

RECRUITMENT NOTICE

**Advt. No. 06/2018
7th September, 2018**

National Institute of Pharmaceutical Education and Research (NIPER), Kolkata, an Institute of National importance under the Department of Pharmaceutical, Ministry of Chemicals & Fertilizers, Government of India. The Institute intends to fill the following posts on contractual basis on consolidated monthly salary, initially for a period of one year or as per requirement whichever is earlier

Particulars are as follows:

Sl. No.	Name of the Post	No. of Post	Monthly Consolidated Remuneration
1	Registrar	1 (one)	*

* Remuneration will be fixed as per qualification, experience, credentiality and expertise.

Registrar

Qualification: A post-graduate degree in any discipline from any recognised University with at least 55% marks or its equivalent.

Experience: 15 years of administrative experience of which 8 years shall be as Deputy Registrar and Assistant Registrar together of any Central University/ Institution or Deputy Secretary and Under Secretary together of Govt. of India or equivalent post under Govt. of India or Central Govt. Autonomous Body or equivalent post with the Grade Pay of Rs. 7,600.00 as per 6th CPC with comparable experience in research establishment and/or other institutions of higher education or research, or 15 years of experience as Assistant Professor in the AGP as per 6th CPC of Rs. 8,000.00 and above or 8 years of service as Associate Professor in the AGP as per 6th CPC of Rs. 9,000.00 or above with adequate experience in academic administration. He must have vast experience in dealing with RTI related activities/well versed in Computer/Data Based System/Hindi Knowledge having experience in Central Govt. office procedure.

Desirable: (1) PG degree in Management/Degree in Law and Ph. D. Degree in any discipline.
(2) HRD experience and experience in Finance Management in higher technical institutions will be an added advantage. Officers of Central Services will be given preference.

Age: Maximum 65 years

General Information:

- 1) The Director, NIPER-Kolkata, reserves the right to withdraw the vacancy as mentioned above. Age, qualification and experience may be relaxed by the Selection Committee in case of exceptionally meritorious candidates as per norms and requirement.
- 2) Maximum age is relaxable for persons retired from a technical Institution/Central Universities/Research Institutions having experienced in the field.

- 3) The applicants serving in Government / Semi-Government / Public Sector Undertakings Autonomous organizations must send their application on the prescribed format along with relevant documents 'Through proper channel', failing which, the same will not be considered. However to save the time, candidate may send an advance copy and bring the NOC at the time of interview/test.
- 4) Incomplete application or without relevant supporting enclosures such as attested copies of degrees / certificates / marks sheets / experience certificates / Document certifying date of birth etc. will be out-rightly rejected. A certificate of Integrity and Credentiality as regard the performance of the candidate need be attached along with the application from the Officer not below the rank of Deputy Secretary.
- 5) Canvassing in any form may lead to disqualification of candidature.
- 6) No interim enquiries/correspondence/communication will be entertained.
- 7) The appointment is purely temporary and contractual in nature and on consolidated salary, and same is renewable on requirement, depending upon performance and mutual consent. The candidate will have no right to claim for regularization of the post.
- 8) Retired pensioners applying for the Position, must enclose a Xerox copy of his / her PPO, last salary certificate/Pay slip.
- 9) No TA/ DA is admissible for attending the interview.

Candidates can download the devised Application Form from www.niperkolkata.edu.in/recruitment.html and should submit the same duly filled in through email to registrar@niperkolkata.edu.in within **10 (ten) days** from the date of this advertisement. They should also send their hard copies along with the copies of relevant certificates and documents so as to reach the **Registrar (I/C), National Institute of Pharmaceutical Education and Research (NIPER-Kolkata), Chunilal Bhawan Campus, 168, Manicktala Main Road, Kolkata – 700 054**, on or before **20/09/2018** positively latest by **05.30 PM**.

Director, NIPER-Kolkata