

COMPOSITE REGIONAL CENTRE FOR PERSONS WITH DISABILITIES (CRC),
KOZHIKODE, KERALA.

(Under the administrative control of
National Institute for Empowerment of Persons with Multiple
Disabilities (NIEPMD),

(Department of Empowerment of persons with Disabilities (Divyangjan),
Ministry of Social Justice & Empowerment, Government of India]
East Coast Road, Muttukadu, Kovalam (PO), Chennai – 603 112).
www.niepmd.tn.nic.in Email: niepmd@gmail.com

Employment Notice No. 07/2016

Applications are invited from the Indian Nationals eligible for appointment to the following regular posts of **Composite Regional Centre (CRC), at Kozhikode** under the administrative control of NIEPMD.

| S.No | Name of the Post | No. of Post | Category |
|------|--|-------------|----------|
| 1 | Assistant Professor (PMR) | 1 | UR |
| 2 | Administrative Officer | 1 | UR |
| 3 | Prosthetics & Orthotics | 1 | UR |
| 4 | Orientation & Mobility Instructor – cum- Special Educator (VI) | 1 | PwD (VI) |
| 5 | Workshop supervisor –cum –Storekeeper | 1 | UR |
| 6 | Special Educator | 1 | UR |

1. The posts are required for CRC, Kozhikode (Kerala).
2. Detailed instructions on Essential Qualification, desirable qualification, experience, mode of recruitment, reservation details, application fee, process of selection etc., is available in NIEPMD Website www.niepmd.tn.nic.in.
3. Applicants must submit the application strictly as per the instructions available in the website of NIEPMD.
4. Application form duly supported with self-attested photocopies of testimonials, certificates and other documents should reach THE DIRECTOR, NIEPMD, Chennai within 05.00 PM ON 16th FEBRUARY 2017.

Sd/-
DIRECTOR
NIEPMD

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EMPLOYMENT NOTICE No: 07/2016

Applications are invited from the Indian Nationals eligible for appointment to the following regular posts at CRC-Kozhikode (Kerala), established to serve as Resource Centre in disability rehabilitation for all categories of disabilities. The application form strictly as per the prescribed format given in our website shall be downloaded and submitted neatly filled up either typed or handwritten and containing the complete details attached with certified/attested copies of proof of age, caste, qualification, experience from current employer etc., and a latest passport size photo affixed on the application form.

The application should be accompanied by proof of remittance of fee of Rs.500/- in case of General/OBC candidates through NEFT transfer to **The Director NIEPMD, Internal Accruals Account, A/C No: 6332687300, IFSC Code: IDIB000K122**. No fee is prescribed for candidates belonging to SC/ST/PwDs category and female candidates and those who have already applied for the said post.

| Sl No | Name of Post | Category | Scale of Pay | No of post | Age limit | Essential Qualification and Experience required |
|-------|--|----------|-------------------------------|------------|-----------|---|
| 1 | Assistant Professor (Medical PMR) | UR | 15600-39100 GP 6600 (PB-3) | 1 | 45 | Essential: 1. MBBS and post Graduate Degree/ Diploma in PMR (Recognized by RCI/MCI) 2. Minimum 3 years' experience teaching or Research in related field Desirable: 1. Ph.D. in related field of Rehabilitation of Persons with Disabilities. |
| 2 | Administrative Officer | UR | 15600-39100 GP 5400 (PB-3) | 1 | 40 | Essential: 1. Post Graduate Degree/MBA from a recognized Institute/University. 2. Minimum 3 years of experience in Establishment /Admin matters in a Government organization in the Grade Pay of Rs. 4800/- or 5 years' experience in the Grade Pay Rs. 4600/- or 8 Years' experience in the Grade Pay of Rs. 4200/- |
| 3 | Prosthetics & Orthotics | UR | 9300-34800 GP 4600 (PB-2) | 1 | 35 | Essential: 1. Degree from a recognized Institute in Prosthetics & Orthotics. 2. Minimum 4 years of experience of having worked in the related field. |
| 4 | Orientation and Mobility Instructor – cum- Special Educator (VI) | PwD (VI) | 9300-34800 GP 4200 (PB-2) | 1 | 35 | Essential: 1. Any Graduate with Diploma in Special Education D.Ed., Diploma/B.Ed./ PG Diploma in special Education (VI) or (DB) OR equivalent. 2. Minimum 3 years of experience 3. Registration with – RCI. |
| 5 | Workshop Supervisor cum Store Keeper | UR | 5200-20200 GP 2400 (PB-1) | 1 | 35 | Essential: 1. HSC/10+2 or equivalent qualification. 2. Minimum 3 years' experience in the concerned areas as store keeper. |
| 6 | Special Educator | UR | 9300-34800 FP4200 (PB-2) | 1 | 35 | Essential : 1. Graduate with Diploma / B.Ed./ PG Diploma in Special Education or equivalent. 2. Minimum of 5 year's Relevant Experience. 3. Registration with RCI. Desirable :- M.Ed. in Special Education |

IMPORTANT INSTRUCTIONS:-

1. **Mode of Recruitment:** Direct Recruitment/Permanent transfer/absorption of regular employees who are holding similar post on permanent capacity in NIs/CRCs under DEPWD and in possession of essential qualification and experience as mentioned above.
2. **Reservation** to SC/ST/OBC/PwDs have been provided as per the Govt. of India (GOI) rules in vogue. GOI reservation roster is followed. Post based reservation as applicable as per GOI rules as per the Group & Categories adopted.
3. **Age relaxation** in upper age limit is applicable as per the norms of GOI to SC/ST/OBC/PH/Ex-servicemen and employees already working in Central Government Departments. Age relaxation to the extent of maximum of five (5) years in the upper age limit may be given to eligible contractual employees who are serving in NIEPMD/ Extension Centre/ CRC under administrative control of NIEPMD for last Three years.
4. **Selection for the posts at Srl No.1 & 2** will be based on the weightage assessed on various parameters viz., Academic credentials; experience and written test.
Weightage for qualifying/shortlisting to appear in the interview. Selection will be based only on the performance in the interview.
5. **In case of posts at Srl 3, 4, 5 & 6. the selection** will be based on weightage assessed on various parameters and marks scored in the written test on general aptitude, subject aptitude etc., and qualifying the skill test. No interview for posts at Srl.3,4,5 &6.

Other Requirements

6. The posts are for CRC Kozhikode, Kerala but liable to serve in any other NIs/CRCs/transferable to any parts of India. The applicant must be a citizen of India. All the above said posts are identified suitable for Persons with Disabilities (PwDs).
7. The application form strictly as per the prescribed format given in our website duly supported with self-attested photocopies of all complete and up to date testimonials and certificates shall be submitted to Director, NIEPMD on or within 16th FEBRUARY 2017. Candidates serving in Central Government/ Central Autonomous bodies and applying for direct recruitment, should send their application through proper channel with the attested copies of annual confidential reports (ACR) for 5 years and a NOC.
8. Last date & time for receipt of application is upto 05.00 pm on 16th FEBRUARY 2017. Applications received late will not be considered and fees forfeited to the organization.
9. The candidates selected on direct recruitment/permanent transfer/absorption to CRC K will be governed by the provisions of the New Pension Scheme introduced by the Government of India w.e.f. 01/01/2004. In any case the past services; leave etc., will NOT be carried forward.
10. All the above mentioned posts carries an essential Probation period of 2 years from the date of Joining.
11. The applicants claiming experience should submit the latest Experience –cum- Service Certificate issued by the present employer (with date of issue of the certificate after publication of this advertisement), clearly stating the name of the post presently held in regular capacity, date of initial appointment and to the present post, scale of pay with grade pay, nature of duties presently dealing with and should enclose a NO OBJECTION CERTIFICATE clearly certifying that “the applicant is in possession of EQ, DQ, prescribed experience and presently holding the post etc., and is fully eligible for the post applied for”.
12. Relaxation in upper age limit is applicable as per the norms of GOI to SC/ST/OBC/PH/Ex-servicemen and employees already working in Central Government Departments.
Age relaxation to the extent of maximum 05 (five) years in the upper age limit may be given to eligible contractual employees who are serving in NIEPMD /Extension Centre/ CRC under administrative control of NIEPMD for last Three years.
13. Separate application with prescribed fee should be submitted for each post. The envelope containing the application should be super scribed as “Application for the post of “_____” and sent to Director, NIEPMD in the above address by Speed / Registered post /Courier etc.
14. Fee is excepted in case of PwDs / SC /ST. The Management reserves the right to call only those candidates who according to its decision rank high in term of eligibility criteria among the applications received. Mere possessing the EQ / DQ and experience will not entail any candidate a right to be considered eligible for the post. The final list of candidates called for interview/written test is based on short-listing of candidates by a duly constituted screening committee.
15. The management also reserves the right to restrict the number of applicants for interview/written test depending upon the level of response for each post. The management also reserves the right not to fill up the posts or any of the advertised posts. It reserves the right to offer lower position to the candidate(s) depending upon nature of experience possessed by the candidate. It also reserves the right to reject any applicant, cancel the part or candidature without any assigning any reason(s) thereof.
16. The decision of the appointing authority will be final and binding in all aspects.
17. Bringing in any type of interference, influence, canvassing, other pressures in any form etc., will render disqualification of the candidature and action as deemed fit will be taken against such candidate.
18. No correspondence in this matter is entertained. Any interim correspondence will not be entertained and replied to.
19. Detailed selection procedure for all the posts are annexed with this advertisement.

Director, NIEPMD

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**SELECTION PROCEDURE
(Group 'A' Posts – Srl.1 & 2 of Advt No.07/2016))**

**PART - A - GROUP A POSTS :- INTERVIEW BASED SELECTION PROCESS
(for the post of ASSISTANT PROFESSOR-MEDICAL PMR and ADMINISTRATIVE OFFICER)**

(Weightage considered as qualifying nature only and will not count for merit ranking/selection purpose. Selection will be based only on the basis of performance of the candidate in the Interview. Shortlisting of candidates eligible for appearing the interview will be based on the weightage assessed).

A) WEIGHTAGE : 50 MARKS (Academic credential = 30 + Experience = 20)

| SI. NO. | WEIGHTAGE HEAD | WEIGHTAGE SUB HEAD | TOTAL |
|--------------|--|---|------------|
| 1. | Academic Credential (Max :30) | Essential Qualification | 10 |
| | | Desirable Qualification | 5 |
| | | Additional Qualification | 5 |
| | | Researches / Publications/ Meritorious works | 5 |
| | | Publications / training in the sphere of work | 5 |
| 2. | Experiences (Max : 20) | | 20 |
| 3. | Written Test (Objective/MCQ) | GK/Current Affairs = 5 marks Reasoning ability = 5 marks Numerical Aptitude = 5 marks Disability (General) = 5 marks Post Specific = 30 marks | 50 |
| Total | | | 100 |

III. SELECTION CRITERIA

- ❖ Qualified candidates based on Weightage of academic credentials, experience and Written Test score will be shortlisted for interview.
- ❖ Only qualified candidates after assessment will be allowed to appear the interview.
- ❖ Final selection only based on ranks drawn through an interview conducted for 50 Marks amongst for the qualified/ shortlisted candidates.
- ❖ Marks of weightage will not be considered for merit ranks for final selection.
- ❖ Selection will be only on the basis of interview for the qualified candidates on the ratio of 1:5 (Post : Candidates ratio)/ As per discretion of the selection committee.

Further details of weightage and experience criteria given in following table:-

| SI. NO. | PARTICULARS | MARKS | MAX MARKS |
|---------|--|-------|-----------|
| 1. | Essential Qualification (Maximum 10 Marks) | | 10 |
| | Upto 50% | 2 | |
| | 51% to 55% | 3 | |
| | 56% to 60% | 4 | |
| | 61% to 65% | 5 | |
| | 66% to 70% | 6 | |
| | 71% to 75% | 7 | |
| | 76% to 80% | 8 | |
| | 81% to 85% | 9 | |
| | Above 85% | 10 | |
| 2. | Desirable Qualifications (Maximum – 5 Marks) | | 5 |
| | M.Phil. | 2.5 | |
| | Ph.D. | 5 | |
| 3. | Related RCI/ University/ Other Council Approved Additional Qualification(Maximum – 5 Marks) | | 5 |
| | Certificate | 1 | |
| | Diploma | 2 | |
| | PG Diploma | 2.5 | |
| | PG Degree | 3 | |
| | NET/ SLATE/ Any Other | 2 | |
| 4. | Research Unpublished (Maximum – 5 Marks) | | 5 |
| | Presentations (National/ International/ State Level Seminars/ Workshops) | | |
| | National | 1 | |
| | International | 2 | |
| | State | 0.5 | |
| | Projects funded by Central/ State/ International Body | 2 | |
| 5. | Publication with ISBN or ISSN(Maximum – 5 Marks) | | 5 |
| | Authored Books | 3 | |
| | Edited Books | 3 | |
| | Journals Article | 2 | |
| | Chapters (Edited/ Written) | 1.5 | |
| 6. | Essential Experience after completion of Essential Qualification(Maximum – 20 Marks) | | 20 |
| | Weightage Per Year | 1.5 | |
| | Total of Weightage | | 50 |

IV. SELECTION COMMITTEE FOR GROUP A

| SI. NO. | MEMBER DESIGNATION | MEMBER DETAIL |
|---------|------------------------------------|---|
| 1. | Chairperson | Joint Secretary/ Representatives of DEPwD's |
| 2. | Member - External (Subject Expert) | (to be decided by the Chairperson) |
| 3. | Member - Internal | Director, CRC Kozhikode |
| 4. | Member - SC/ST | Any Group - A Officer belonging to SC/ST Category – to be nominated by the Chairperson. |
| 5. | Member Secretary | Director, NIEPMD |

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Skill Test recommended post will require candidates to qualify the skill test to enter into selection process. Skill Test recommended post for qualifying to undertake selection process.

NATURE AND COMPONENTS OF THE SKILL TEST

| Post Sl. No. | Post Particulars | No of Posts | Nature of Skill Test |
|---------------------|-------------------------------------|--------------------|---|
| 4, | Orientation and Mobility Instructor | 1 | 1. Orientation Test 2. Mobility Test 3. Braille Reading Test 4. Braille Writing Test 5. Abacus Test 6. Software for VI |
| 5. | Workshop Supervisor/ Store Keeper | 1 | 1. Typing Test 2. Computer Test 3. Stock Entry Test |

Merit Rank/ Selection will be primary drawn on basis of Weightage and Written Test following parameters:

A) WEIGHTAGE : 50 MARKS

| SI. NO. | WEIGHTAGE HEAD | WEIGHTAGE SUB HEAD | TOTAL |
|----------------|--------------------------------|---------------------------|--------------|
| 1. | Academic Credential (Max :30) | Essential Qualification | 20 |
| | | Additional Qualification | 10 |
| 2. | Experiences (Max : 20) | | 20 |
| Total | | | 50 # |

Reference Instructions from MSJE dated 26.12.2016.

B) WRITTEN TEST (MCQ) : 50 MARKS

Selection Criteria

- ❖ For Posts at Srl 4 &5: Qualified candidates based on Skill Test will be shortlisted for selection procedure.
- ❖ For Posts at Sl.No.3 and Sl. No. 6 Shortlisted candidates will be allowed to appear the selection process.
- ❖ Selection only basis of merit rank drawn through Written Test (50 Marks)& Weightage (50 Marks) total 100 Marks taken together. No interview will be there for all parts from srl: 3 to 6
- ❖ Marks of Skill Test will not be considered for merit ranks
- ❖ No interview or Marks allotted for Interview.

Selection will be primarily on the basis of merit rank drawn through Written Test (50 Marks) & Weightage (50 Marks). Total 100 Marks taken together.

Further details of weightage and experience criteria given in following table:

| SI. NO. | PARTICULARS | MARKS | SCORE |
|---------------------------|---|-------|------------|
| 1. | Essential Qualification (Maximum 20 Marks) | | 20 |
| | Upto 50% | 10 | |
| | Above 50% to 55% | 11 | |
| | Above 55% to 60% | 12 | |
| | Above 60% to 65% | 13 | |
| | Above 66% to 70% | 14 | |
| | Above 70% to 75% | 15 | |
| | Above 75% to 80% | 16 | |
| | Above 80% to 85% | 17 | |
| | Above 85% to 90% | 18 | |
| | Above 90% to 95% | 19 | |
| | Above 95% to 100% | 20 | |
| 2. | Relevant/ RCI/ University/ Other Council Approved Additional Qualifications (Maximum – 10 Marks) | | 10 |
| | Certificate | 1 | |
| | Diploma | 2 | |
| | Degree | 3 | |
| | PG Diploma | 5 | |
| | PG Degree | 6 | |
| | M.Phil./ Professional Qualification in the field | 7 | |
| | Ph.D., | 10 | |
| 3. | Essential Experience (Maximum – 20 Marks) | 20 | 20 |
| | 1.5 Marks Per Year after completion of Essential Qualification | | |
| TOTAL OF WEIGHTAGE | | | 50 |
| 4. | Written Test (Maximum – 50 Marks) | | 50 |
| | Objective/ Multiple Choice Questions in Relevant to the Post) | | |
| | G.K/ Current Affairs | 5 | |
| | Reasoning | 5 | |
| | Numerical Aptitude | 5 | |
| | Disability (General) | 5 | |
| | Disability (Subject/ Post based) | 30 | |
| Total Marks | | | 100 |

V. SELECTION COMMITTEE FOR GROUP B & C:

| Sl. No. | Member Designation | Member Detail |
|---------|------------------------------------|---|
| 1. | Chairperson | Director, NIEPMD |
| 2. | Member - Internal (Subject Expert) | NIEPMD/ CRC-K Staff |
| 3. | Member - External (Subject Expert) | University/ RCI/ State Government/ Other NI's/ Other CRC's/ Non-Government Organizations/ Consultant, etc., |
| 4. | Member - SC/ST | Any Officer/ NGO Representative belonging to SC/ST Category |
| 5. | Member Secretary | Director, CRC Kozhikode. |

VI. MEMBERS/ OTHER THAN SELECTION COMMITTEE:

| SI. NO. | OPERATIONAL AREA | COMMITTEE/ STAFF RESPONSIBLE |
|---------|---|--|
| 1. | Question Paper (Written Test) (for Group B & C Posts from Srl.3 to 6) | One Expert from NIEPMD/ CRC-K/ Other NI's/ Universities/ Any other Government Organization will be assigned the task of preparing 2 Sets of MCQ for Each Post with Answer Keys. Core committee of recruitment for CRC-N will decide the Name of the Expert for each post. (Moderation to be done by the Director NIEPMD. |
| 2. | Weightage Calculation | 6 Members in batch of 3 from NIEPMD/ CRC-K will be nominated under specified dates |
| 3. | Written Test | 3 Members in batch of 3 from NIEPMD/ CRC-K will be nominated under specified dates |
| 4. | Evaluation | 2 Members for each post from NIEPMD/ CRC-K/ Externals will be nominated under specified dates |
| 5. | Skill Test | 3 Members in batch of 3 from NIEPMD/ CRC-K will be nominated under specified dates |
| 6. | Score Compilation & Preparation of Statement | 3 Members in batch of 3 from NIEPMD/ CRC-K will be nominated under specified dates |
| 7. | Selection Committee | As proposed for Group A & B-C separately |

| | | | |
|----|---|---------------------|---|
| 8. | Selection Committee proceedings and declaration of merit list (Uploading in NIEPMD website) | Selection Committee | As proposed separately in the schedule. |
|----|---|---------------------|---|

VII. SCHEDULE OF SELECTION PROCESS:

GROUP - A:

| Post Code | Date | Registration | Certificate Verification & Weightage Calculation | Interview | Result declaration |
|---|--|-----------------|--|--|--------------------|
| A1 (Asst Prof PMR) & A2 (Admin Officer) | 15 th to 20 th March 2017 (any 01 day as decided by the Chairperson) | 09: 00 to 09:30 | 09:30 to 11:30 | 11:30 to 01:00 P.M (for Asst Prof) & 02.00 pm to 04.00 pm (for AO) | |

GROUP - B:

| Post Code | Name of the Post | Date | Registration | Certificate Verification & Weightage Calculation | Skill Test if Applicable | Written Test | Result Compilation (Written Test & Weightage) |
|-----------------|--|------------|-----------------|--|--------------------------|--------------------|---|
| Post Srl.3 & 4 | Prosthetics & Orthotics. AND Orientation and Mobility Instructor – cum- Special Educator | 10/03/2017 | 09: 00 to 09:30 | 09:30 to 11:30 | NA | 12:00 to 01:00 P.M | 02:00 to 03:30 P.M |
| Post Srl. 5 & 6 | Workshop Supervisor cum Store Keeper AND Special Educator | 11/03/2017 | 09: 00 to 09:30 | 09:30 to 11:30 | 11:00 to 11:45 P.M | 12:00 to 01:00 P.M | 02:00 to 05:30 P.M |



**NATIONAL INSTITUTE FOR EMPOWERMENT OF PERSONS
WITH MULTIPLE DISABILITIES(NIEPMD)**

(Dept. of Empowerment of Persons with Disabilities (Divyangjan)

Ministry of Social Justice and Empowerment, Govt of India)

ECR, Muttukadu, Kovalam Post, Chennai 603 112, Tamil Nadu

Fax: 044-27472389 Tel: 044-27472104, 27472113, 27472046 Tolle Free No:18004250345

Website: www.niepmd.tn.nic.in E-mail: niepmd@gmail.com

Bank Details Of NIEPMD, Chennai.(For All Recruitment/Fee Purpose)

Account.No : 6332687300.
Account.Name : THE DIRECTOR,NIEPMD INTERNAL ACCURALS ACCOUNT.
Bank Name : INDIAN BANK.
Branch : KOVALAM,CHENNAI.
IFSC Code : IDIB000K122.
MICR Code : 600019133.
Bank Address : No.44, VANIGAR STREET, KOVALAM,TAMILNADU,
KANCHEEPURAM-603112.