



**NATIONAL INSTITUTE OF RURAL DEVELOPMENT & PANCHAYATI RAJ
RAJENDRANAGAR: HYDERABAD-500030**

Advt.no.31/2024

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National Institute of Rural Development and Panchayati Raj (NIRDPR), an autonomous organization under the Union Ministry of Rural Development, is a premier centre of excellence in RD & PR. Having served our nation for 63 years, NIRDPR is now enhancing the vision from poverty alleviation & livelihoods to quality of life and standards of living at rural India.

NIRDPR holds a huge mandate and is a highly diversified system with 6 focus areas: Training and Capacity Building, Research and Consultancy, Policy Formulation and Policy Advocacy, Technology Transfer, Academic Programmes, Innovative Skilling Livelihood; Highly qualified faculty at NIRDPR work across 21 Centres of specific subject matter expertise, under 7 schools of diversified thematic areas. The responsibility of Think Tank to MoRD and also with consultancy projects to various ministries, keep the role NIRDPR a highly dynamic in nature. Nurturing 29 SIRDs and connecting organizations of RD&PR cluster is another critical responsibility of NIRDPR. Considering 65% of rural population as end beneficiaries, the role of NIRDPR is growing in demand for nation building.

NIRD&PR invites online applications from the eligible candidates for the below mentioned post on deputation basis.

Sl. no.	Name of the Post	Pay Matrix Level	Age limit	No. of posts
1	Assistant Registrar	Pay Level -11 in 7 th CPC (Corresponding PB-3 with Grade Pay Rs.6600/- in 6 th CPC)	56 years	2
2	Administrative Officer	Pay Level - 10 in 7 th CPC (Corresponding to PB-3 with Grade Pay Rs.5400/- in 6 th CPC)	56 years	1

The eligibility, qualifications, experience, age, scale of pay and other details are as follows:

I. Assistant Registrar

1	Designation	Assistant Registrar
2	Classification	Similar to Group 'A' post in Central Government
3	Mode of Recruitment	Deputation
4	Number of Posts	2
5	Period of deputation	3 years, extendable as per DoPT instructions issued from time to time
6	Educational and Other Qualifications	Officers under Central / State Govt. / Public Sector Undertakings/ Semi Govt./ Statutory Autonomous or Research and Development Organization holding analogous post Or Level-10 with 5 years of regular service Or Level-9 with 7 years of regular service and dealing with Administrative, Establishment, Legal matters etc
7	Age Limit	56 years
8	Pay Scale	Level-11 in 7 th CPC (Corresponding PB-3 with Grade Pay Rs.6600/- in 6th CPC)

II. Administrative Officer

1	Designation	Administrative Officer
2	Classification	Similar to Group 'A' post in Central Government
3	Mode of Recruitment	Deputation
4	Number of Posts	1
5	Period of deputation	3 years, extendable as per DoPT instructions issued from time to time
6	Educational and Other Qualifications	Officers under Central / State Govt. / Public Sector Undertakings/ Semi Govt./ Statutory Autonomous or Research and Development Organization holding analogous post Or Level-7 with 5 years of regular service and dealing with Administrative, Establishment, Legal matters etc
7	Age Limit	56 years
8	Pay Scale	Level 10 in 7 th CPC (Corresponding to PB-3 with Grade Pay Rs.5400/- in 6 th CPC)

General Conditions:

1. The appointment will be made on deputation and will be governed by the instructions issued by the DoPT Om No.6/8/2009-Estt. (Pay II) dated 17th June 2010, as amended from time to time.
2. The maximum age for appointment shall in no case exceed 56 years on the last date of submission of application

3. Experience will be reckoned as on the last date of submission of application.
4. Only Indian Nationals are eligible to apply.
5. In case of large number of applications, the Institute may shortlist the candidates as may be necessary.
6. No correspondence will be entertained from the candidates regarding postal delays, short-listing and reasons for not being called for interview, selection or appointment.
7. The prescribed requirements are minimum and the mere fact that a candidate possesses the same will not entitle him / her for being called for interview.
8. Institute reserves the right not to fill up any of the vacancies advertised, if the circumstances so warrant. The Institute reserves the rights to withdraw the advertised post(s) at any time without giving any reason. Any consequential vacancies arising at the time of interview may also be filled up from the available candidates. The number of positions is thus open to change.
9. Canvassing in any form will be treated as disqualification.
10. The decision of the Institute shall be final in the process of selection
11. In case of any disputes / suites or legal proceedings against the Institute, the jurisdiction shall be restricted to the Courts of Hyderabad.
12. In case of any inadvertent mistake in the process of selection which may be detected at any stage even after the issue of appointment letter, the Institute reserves the right to modify / withdraw / cancel any communication made to the candidates.
13. The appointment will be subject to the Provisions of the Institute Rules and subject to the concurrence from the Government of India.
14. Application incomplete in any respect and not accompanied by relevant certificates / documents / photograph will be summarily rejected.
15. The applicants fulfilling the eligibility criteria and having relevant experience may apply through Online Registration available on the website <http://career.nirdpr.in> on or before **20.01.2025**.

16. After submission of online application, the candidate shall take a print out of online application and apply through his/her parent organization to forward the same through proper channel along with the following documents

- i. Cadre Clearance Certificate, if applicable
- ii. Vigilance Clearance
- iii. Integrity Certificate
- iv. Major/Minor Penalty Statement during last ten years
- v. Photocopies of ACRs/APARs of last five years. If for some reasons, the ACRs/APARs of the officer have not been written for a particular year or a part of a year, a 'No Report Certificate' (NRC) for the period may be sent along with the ACRs/APARs of the corresponding previous year(s).
- vi. Self attested photocopies of the Degree certificates, experience certificates or any other document in support of the educational qualification/details/information as mentioned in the Bio-Data of the applicant.

17. The application along with necessary documents may be sent to **Assistant Director, Administration, Section - I, National Institute of Rural Development & Panchayati Raj, Rajendranagar, Hyderabad – 500 030**, so as to reach it on or before **20.01.2025** by 5.30 PM.

Sd/-
Assistant Director
Administration (Section-I)