



**NATIONAL INSTITUTE FOR THE EMPOWERMENT OF PERSONS
WITH INTELLECTUAL DISABILITIES (DIVYANGJAN)**

(Formerly known as National Institute for the Mentally Handicapped)
(Department of Empowerment of Persons with Disabilities (Divyangjan)

Ministry of Social Justice & Empowerment, Govt. of India

MANOVIKAS NAGAR, SECUNDERABAD – 500 009

An ISO 9001:2015 Institution



EMPLOYMENT NOTICE NO. 02/2024

The Institute invites applications from eligible candidates for the various Faculty and Non- Faculty posts to be filled on **regular basis** at NIEPID, Secunderabad, its Regional Centres and Composite Regional Centres viz., (i) Lecturer in Special Education (01 Lien Vacancy) (ii) Lecturer in Rehabilitation Psychology (Lien vacancy) (iii) Home Visitor/Teacher (v) Junior Special Education Teacher (01 Lien Vacancy) (vi) LDC/Typist, HQs (vii) Hindi Typist, HQs (viii) Library Clerk, HQs (ix) Driver, HQs (x) Driver, RC, Noida (xi) Ayah, MSEC, Noida (xii) Accountant, CRC, Davangere.

The Institute also invites applications from eligible candidates to be filled on **contractual basis** including posts for **CDEIC** Unit and also intends to empanel professionals/personnel as **guest faculty/staff** on session wise basis on payment of honorarium at NIEPID, Headquarters & its Composite Regional Centres located at Nellore, Rajnandgaon and Davangere functioning under the administrative control of NIEPID.

To download application forms (hard copy) / google link for submission of application forms (soft copy), please visit Institute's website www.niepid.nic.in. Last date for submission of applications is 13.01.2025. Any modifications/corrigendum/additions in the notification will be given in Institute's website only.

REGULAR POSTS TO BE FILLED ON DIRECT RECRUITMENT BASIS

Sl .N o	Name of the post with scale of pay	No. of posts/Category	Age limit	Essential qualifications
NIEPID, SECUNDERABAD				
1.	Lecturer in Special Education (Lien Vacancy) Level-10 (7 th CPC)	01/ST-PwD	45 years	<p><u>Essential:</u></p> <ol style="list-style-type: none"> 1. Master's Degree from a recognized University in any subject. 2. One-year Diploma in Special Education or B Ed in Special Education of Mentally Retarded. 3. Two years' experience after the qualification in Special Education. <p><u>Desirable:</u></p> <ol style="list-style-type: none"> 1. Candidates having experience of working in the field of vocational training and job placement will be given preference.
2.	Lecturer in Rehabilitation Psychology (Lien Vacancy) Level-10 (7 th CPC)	01/SC	45 years	<p><u>Essential Qualification:</u></p> <ol style="list-style-type: none"> 1. Two-year M.Phil. in Clinical / Rehabilitation Psychology from reputed institutions such as NIMHANS, Bangalore, CIP, Ranchi or NIEPID, Secunderabad etc. (OR) Ph D in Child / Experimental Community / Educational Psychology as per the requirement of the particular position available for recruitment. 2. Registered as a professional with MCI / RCI 3. Two years' experience of teaching / research in the relevant field.
4.	Home Visitor/Teacher Level-6 (7 th CPC)	01/UR	30 years	<p><u>Essential:</u></p> <ol style="list-style-type: none"> 1. Degree from a recognized University 2. Master's Degree in Social Work.
5.	Junior Special Education Teacher Level-6 (7 th CPC)	03/(01-ST lien vacancy), 01-SC & 01-OBC)	30 years	<p><u>Essential:</u></p> <ol style="list-style-type: none"> 1. a) Graduate and Diploma in Special Education (MR) or equivalent with 2 years experience of working with children with mental retardation . OR b). B.Ed. in Special Education (MR) OR c) BRS(MR) with specialization in Special Education 2. RCI registration as personnel/professional in Special Education (MR) <p><u>Desirable:</u> Should have studied Telugu/ Hindi up to SSC for the position in Special Education Centre, NIEPID, Secunderabad</p>

6.	LDC/Typist Level-02 (7 th CPC)	01/UR	18-27 Years	<p>Essential qualifications:</p> <p>A. 12th class or equivalent qualification from a Recognized Board or University.</p> <p>B. A typing speed of 30 wpm in English or 25 wpm in Hindi on manual typewriter.</p> <p style="text-align: center;">OR</p> <p>A typing speed of 35 wpm in English or 30 wpm in Hindi on computer</p>
7.	Hindi Typist Level-2 (7 th CPC)	01/UR	30 years	<p><u>Essential :</u></p> <ol style="list-style-type: none"> 1. 12th Class or equivalent qualification from a recognized Board or University. 2. A typing speed of 25 wpm in Hindi on manual typewriter (OR) A typing speed of 30 in Hindi wpm on computer
8.	Library Clerk Level-02 (7 th CPC)	01/UR	18-28 years	<p><u>Essential :</u></p> <ol style="list-style-type: none"> 1. 12th Class or equivalent qualification from a recognized Board or University. 2. CLISC or any other qualification in Library science from a recognized University 3. Typing speed of 30 wpm in English on manual typewriter (OR) Typing speed of 35 in English wpm on computer.
9.	Driver Level-02 (7 th CPC)	03/ UR-2 & OBC-1	35 years	<p><u>Essential qualifications:</u></p> <ol style="list-style-type: none"> 1. Pass in 10th standard/SSC or equivalent. 2. Possession of valid driving license of HMTV 3. Knowledge of motor mechanism (the candidate should be able to remove minor defects in vehicle) 4. Minimum 3 years of experience of driving. <p><u>Desirable:</u></p> <ol style="list-style-type: none"> 1. Experience of driving school bus

MSEC- Noida				
10	MTS (Ayah) Level-01 (7 th CPC)	01/ OBC	18-25 years	Essential qualifications: 1. Matriculation or equivalent pass Desirable: 1. Experience as Ayah 2. Pass in CBID Certificate Course.
Regional Centre, Noida				
11	Driver Level-02 (7 th CPC)	01/ UR	35 years	Essential qualifications: 1. Pass in 10 th standard/SSC or equivalent. 2. Possession of valid driving license of HMV 3. Knowledge of motor mechanism (the candidate should be able to remove minor defects in vehicle) 4. Minimum 3 years of experience of driving. Desirable: 1. Experience of driving school bus 2.
Composite Regional Centre, DAVANGERE				
12	Accountant (Lien vacancy) Level-06 (7 th CPC)	01/ UR	35 years	Essential: 1. Commerce Graduate from a recognized University with hands on knowledge of computers and Tally. 2.5 years experience in handling accounts/cash of which 3 years experience in handling accounts/cash in Central Govt. or Semi Govt. Establishment / Autonomous bodies / Public Sector under sector / Semi Govt. / Quasi Govt. Desirable: M.Com / MBA (Fin).

The Institute also invites applications, in the prescribed format, from the eligible candidates for the following posts to be filled on contractual basis at NIEPID, Headquarters and its Composite Regional Centres located at Davangere, Nellore & Rajnandgaon:

CONTRACTUAL POSTS					
Sl. No.	Name of posts	No. of posts	Age limit	Qualifications/Experience	Consolidated Salary Per month
NIEPID, Secunderabad					
13.	Assistant Professor in Paediatrics	01	Max Age will be 56 years (reckoned as on closing date of application)	Essential: 1. A Post-Graduate in Medical Degree, e.g. M.D. in Paediatrics of a recognized University or equivalent qualification. 2. Four years teaching and/or research experience in the subject specialty after Post-Graduate qualification Desirable: Experience of working in mental retardation clinic or	Rs.75,000/-

				with handicapped children.	
14.	Lecturer in Special Education	01	Max Age will be 56 years (reckoned as on closing date of application)	<p>Essential:</p> <ol style="list-style-type: none"> 1. Master's Degree from a recognized University in any subject. 2. One-year Diploma in Special Education or B Ed in Special Education of Mentally Retarded. 3. Two years' experience after the qualification in Special Education. <p>Desirable:</p> <ol style="list-style-type: none"> 1. Candidates having experience of working in the field of vocational training and job placement will be given preference. 	Rs.60,000/-
15.	Special Education Teacher	01	Max Age will be 56 years (reckoned as on closing date of application)	<p>Essential:</p> <p>B. a) Graduate and Diploma in Special Education (MR) or equivalent. Or b) B.Ed in Special Education (MR) Or c) B.R.S(MR) with specialization in Special Education</p> <ol style="list-style-type: none"> 2. RCI registration as professional in Special Education (MR) 	Rs.45,000/-
16.	Stenographer	01	Max Age will be 56 years (reckoned as on closing date of application)	<p>Essential:</p> <ol style="list-style-type: none"> 1. SSLC/Matriculation or equivalent examination 2. Typewriting (English) 40 W.P.M 3. Shorthand (English) 100 W.P.M <p>Desirable:</p> <ol style="list-style-type: none"> 1. Atleast 3 years experience 2. Graduate with English as one of the papers 	Rs.35,000/-
17	Store Keeper	01	Max Age will be 56 years (reckoned as on closing date of application)	<p>Essential:</p> <ol style="list-style-type: none"> 1. Matriculation or equivalent. 2. 2 years experience as store-Keeper. 	Rs.35,000/-
CRC, Davangere					

18.	Assistant Professor (Medical PMR)	01	Maximum age limit will be 56 years (age shall be reckoned as on closing date of application)	<p>(A) Essential Qualifications:-</p> <ol style="list-style-type: none"> MBBS. PG degree/Diploma in PMR/ Pediatrics recognized by MCI/RCI Registration with MCI. Minimum 2 years experience in teaching or research in related field. <p>(B) Desirable Qualification:- Ph. D in the field of rehabilitation of Persons with Disabilities.</p>	Rs.75,000/-
19.	Workshop Supervisor-cum-Store Keeper	01	-do-	<p>A) Essential Qualification:-</p> <ol style="list-style-type: none"> 10+2 or equivalent qualification. Diploma / Certificate in Prosthetics & Orthotics Minimum 2 Years of experience in the concerned area. 	Rs.35,000/-
CRC, Nellore					
20.	Assistant Professor (Medical PMR)	01	Maximum age limit will be 56 years (age shall be reckoned as on closing date of application)	<p>(A) Essential Qualifications:-</p> <ol style="list-style-type: none"> MBBS. PG degree/Diploma in PMR/ Pediatrics recognized by MCI/RCI Registration with MCI. Minimum 2 years experience in teaching or research in related field. <p>(B) Desirable Qualification:- Ph. D in the field of rehabilitation of Persons with Disabilities.</p>	Rs.75,000/-
21.	Assistant Professor (Clinical Psychology)	01	-do-	<p>A) Essential Qualification:-</p> <ol style="list-style-type: none"> M. Phil. In Clinical or Rehabilitation Psychology (Full time course) (Recognized by RCI) Registration with RCI Minimum 5 years experience in teaching/research in related field. <p>(B) Desirable Qualification:- Ph. D in the field of rehabilitation of Persons with Disabilities.</p>	Rs.75,000/-
22.	Lecturer (OT)	01	-do-	<p>(A) Essential Qualification:-</p> <ol style="list-style-type: none"> Master's in Occupational Therapy from a recognized Institute (Full time) Minimum 3 years of experience in teaching / research in field of rehabilitation 	Rs.60,000/-

				<p>(B) Desirable Qualification:- Possessing any RCI recognized qualification.</p>	
23.	Clinical Assistant	01	-do-	<p><u>Clinical Assistant</u> <u>(Developmental Therapist)</u></p> <p>(B) Essential Qualification:-</p> <ol style="list-style-type: none"> Post Graduate Diploma in Early Intervention (PGDEI)/Bachelor in Occupational Therapy (BOT)/ Bachelor in Rehabilitation Science/B.Ed. Special Education in Intellectual Disabilities (ID)/Specific Learning Disability (SLD)/Multiple Disability (MD) / Autism Spectrum Disorder (ASD)/ BRS (MR) / BMR /BRT / PGDDT 2 years relevant experience Registration with RCI 	Rs.50,000/-
24.	Workshop Supervisor	01	-do-	<p>A) Essential Qualification:-</p> <ol style="list-style-type: none"> 10+2 or equivalent qualification. Diploma / Certificate in Prosthetics & Orthotics Minimum 2 Years of experience in the concerned area. 	Rs.35,000/-
CRC-Rajnandgaon					
25.	Assistant Professor (PMR)	01	Maximum age limit will be 56 years (age shall be reckoned as on closing date of receipt of application)	<p>(A) Essential Qualifications:-</p> <ol style="list-style-type: none"> MBBS. PG degree/Diploma in PMR/Pediatrics recognized by MCI/RCI Registration with MCI. Minimum 2 years experience in teaching or research in related field. <p>(B) Desirable Qualification:- Ph. D in the field of rehabilitation of Persons with Disabilities.</p>	Rs.75,000/-
26.	Lecturer (OT)	01	-do-	<p>(A) Essential Qualification:-</p> <ol style="list-style-type: none"> Master's in Occupational Therapy from a recognized Institute (Full time) Minimum 3 years of experience in teaching / research in field of rehabilitation 	Rs.60,000/-

				<p>(B) Desirable Qualification:- Possessing any RCI recognized qualification.</p>	
27	Clinical Assistant	01	-do-	<p><u>Clinical Assistant</u> <u>(Developmental Therapist)</u> (A) Essential Qualification:- i. Post Graduate Diploma in Early Intervention (PGDEI)/Bachelor in Occupational Therapy (BOT)/ Bachelor in Rehabilitation Science/B.Ed. Special Education in Intellectual Disabilities (ID)/Specific Learning Disability (SLD)/Multiple Disability (MD) / Autism Spectrum Disorder (ASD)/ BRS (MR) / BMR /BRT / PGDDT ii. 2 years relevant experience ii. Registration with RCI</p>	Rs.50,000/-
28	Accountant	01	-do-	<p>(A) Essential Qualifications: i. Commerce graduate from a recognized University with hands on knowledge of computer and Tally ii. Minimum 3 years experience in handling accounts/cash in Govt. or Semi Govt. Establishment/ Autonomous bodies/ Public Sector Undertaking / Semi Government / Quasi Govt. (B) Desirable Qualification: M.Com/MBA (Fin.)</p>	Rs.45,000/-
29	Assistant	01	-do-	<p>Essential Qualification: i. Graduate from a recognized University with knowledge of computer. ii. Minimum 2 years of experience in administrative works in Govt. department / reputed organisation</p>	Rs.45,000/-
30.	Workshop Supervisor	01	-do-	<p>(A) Essential Qualification:- i. 10+2 or equivalent qualification. ii. Diploma / Certificate in Prosthetics & Orthotics iii. Minimum 2 Years of experience in the concerned area.</p>	Rs.35,000/-

31.	Clerk/Typist	01	-do-	(A) Essential Qualification:- i. Higher Secondary (10+2) or equivalent qualification. ii. Typing Speed 35 wpm with computer knowledge. iii. Minimum 2 years of experience in the concerned area.	Rs.25,000/-
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CONTRACTUAL POSITIONS AT CROSS DISABILITY EARLY INTERVENTION CENTRES AT NIEPID HQS AT SECUNDERABAD, COMPOSITE REGIONAL CENTRE FOR SKILL DEVELOPMENT, REHABILITATION & EMPOWERMENT OF PERSONS WITH DISABILITIES, NELLORE, DAVANGERE AND RAJNANDGAON

This Institute also invites applications, in the prescribed format, from the eligible candidates for the following posts to be filled on contractual basis for Cross Disability Early Intervention Centres at NIEPID HQs at Secunderabad, Composite Regional Centre for Skill Development, Rehabilitation & Empowerment of Persons with Disabilities located at Nellore, Andhra Pradesh, Davangere, Karnataka and Rajnandgaon, Chattisgarh as per the details given below:-

Sl. No.	Name of post	No of Vacant posts at				Qualification s/Experience	Consolidate d Salary per month
		NIEPID HQs	CRC, Nellore	CRC, Davange re	CRC, Rajnand gaon		
32.	Clinical Psychologist/ Rehabilitation Psychologist	01	01	01	01	M.Phil in Clinical Psychology (or) M.Phil in Rehab. Psychology	Rs.40,000/-
33.	Occupational Therapist	01	01	01	01	B.O.T with 2 years experience	Rs.35,000/-
34.	Audiologist and Speech Language Pathologist (ASLP)	01	01	01	--	B.Sc.(ASLP)(or)B.A.(ASLP) with 2 Years experience	Rs.35,000/-
35.	Special Educator (ID) (Preference will be given to those having cross disability experience)	--	--	01	--	B.Ed.SE(ID) with 3 years experience	Rs.35,000/-
36.	Special Educator(HI/VI) (Preference will be given to those having cross disability experience)	01	--	01	01	B.Ed.SE(HI)/ B.Ed.SE(VI)w ith 3 years experience	Rs.35,000/-
37.	Nurse	01	--	01	--	Any Graduate in Nursing with 2 year experience	Rs.30,000/-
38.	Early Interventionist	--	01	01	01	M.Sc. (DS) (or) PGDEI	Rs.35,000/-
39.	Physiotherapist	--	--	01	--	B.P.T with 2 years experie nce	Rs.35,000/-
40.	Trained Caregiver	--	02	01	02	Middle pass with care given training programme /CBID certificate	Rs.20,000/-
41	Activity Teacher(Part-time)	--	01	--	--	DECSE (ID) (or) D.Ed.SE(ID)	Rs.15,000/-

GENERAL TERMS & CONDITIONS
FOR REGULAR, CONTRACTUAL AND CDEIC POSITIONS:

- (i) The applicant must be a citizen of India.
- (ii) All applicants must fulfill the essential qualifications for the posts and other conditions stipulated in the notification as on the last date for receipt of applications.
- (iii) The candidates selected on direct recruitment for the regular posts will be governed by the provisions of the New Pension scheme introduced by the Government of India w.e.f. 01.01.2004.
- (iv) The applicants serving in Government/Public Sector Undertakings /Autonomous Bodies must send their application THROUGH PROPER CHANNEL for regular posts. This Institute employees are also required to submit that applications through proper channel.
- (v) The candidates are informed to download the prescribed application form (separate form for Regular/contractual/Guest faculty) from the website and also required to submit the details as per the 'Google form' link provided in the website.
- (vi) Candidates shall be required to pay an application fee (Non-Refundable) of Rs. 500/- by scanning the QR code provided in the Google form. Transaction Number/UTR of successful fee payment must be provided in the google form and screenshot of payment to be uploaded. Applications without fee payment/valid payments particulars shall be rejected. SC, ST, PwD and Women candidates are exempted from payment of application fees. SC, ST and PwD candidates are required to upload a valid Caste/service Certificate/Disability certificate as the case may be issued by competent authority to claim fee exemption; otherwise, their application will be rejected. Applications without fee unless exempted payment shall not be considered.
- (vii) The post applied for and Seral No. of the post as per notification should be clearly mentioned in the application form in the space provided and should also clearly indicate the Institute/Centre/Regular/contractual for which application is being submitted.
- (viii) The envelope containing the application in prescribed format, along with self-attested copies of certificates in support of educational qualifications, experience, caste, disability, application fee payment transaction receipt etc., should be superscribed as Application for the post of "_____ (Regular /contractual)" should reach the following address by 13.01.2025.

**The Director,
NIEPID, Manovikasnagar
Secunderabad-500009**

- (ix) Applications received late/incomplete or not in prescribed format and not mentioning the post applied along with Sl. No., regular/contractual will not be considered. No correspondence will be entertained in this regard.
- (x) A candidate(s) can apply for more than one post for which he / she is eligible. Such candidate(s) shall have to apply separately for each post and shall pay the respective fee separately for each applied post.
- (xi) Mere possessing the EQ 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 the short-listing of candidates by a duly constituted Screening Committee. Only short-listed candidates will be communicated and no interim correspondence will be entertained.

- (xii) The candidates should possess valid RCI/MCI registration as on the last date of receipt of application for the posts at Sl.No. 1,2&4 (for Regular posts) & S.No. 12 to 14 & 17 to 22 and 24 to 26 (for contractual posts) & Sl.No. 31 to 40 (for CDEIC posts)
- (xiii) The candidates for the regular post of Driver at S.No.8,10& 11 should possess valid Driving License.
- (xiv) Age, qualifications and experience will be reckoned as on the last date for receipt of applications. Legible copies of all certificates must be attached with the applications. Relaxation in upper age limit is applicable as per the norms of GOI to SC/ST/OBC/ PH/Ex-Servicemen/employees already working in Central Government Departments for regular posts. The cut off date for determining eligibility of age will be as on the last date of submission of applications
- (xv) For contractual posts, the maximum age limit will be 56 years (age shall be reckoned as on closing date of receipt of application).
- (xvi) The posts are to be filled on direct recruitment basis as per the rules for regular posts.
- (xvii) The pay and allowances etc. are admissible as per rules of the Institute. As regards, contractual posts, fixed monthly consolidated remuneration will be paid as per the terms and conditions of the contract. No other allowances will be admissible
- (xviii) All educational/professional/technical qualifications should be from a recognized Board/University.
- (xix) The relevant essential experience requirement specified should be the experience acquired after obtaining the minimum educational qualifications required for the post.
- (xx) The selection procedure for Group 'A' posts will be as per NIEPID norms. The selection for the Group 'B' & 'C' posts will be done based on merit as per the criteria approved by the Ministry vide Letter F.No.14-13/2015-NI, dated 11.07.2017 by dispensing the interviews as per the instructions of the DOPT vide OM.No.39020/01/2013-Estt(B)-Part, dated 29.12.2015.
- (xxi) For contractual posts, the term of appointment shall ordinarily be for an initial period not exceeding 3 years, extendable upto maximum of 5 years. Tenure of appointment on contract of retired employees is maximum upto age of 65 years.
- (xxii) For CDEIC Positions that are being filled on contractual basis for a period of one year and extendable on the basis of satisfactory performance/requirement for another one year, a day break in between, as fresh engagement. The candidates have no right to claim for permanency. The selected candidates will be governed by the rules of NIEPID.
- (xxiii) The reservation policy will be strictly followed as per GOI rules.
- (xxiv) The Institute reserves the right to not to make any recruitment to any post(s), to shortlist candidates for written test and/or interviews and to accept or reject any application/all applications at any stage or not to offer the appointment without assigning any reason.
- (xxv) In case, it is detected at any later date, that candidate(s) were otherwise not eligible for the post, as per Advertisement / criteria fixed for short listing, the institute reserves the right to cancel the selection process of the candidate(s) and if already selected, then the institute reserve the right to withdraw the appointment. The onus of fulfillment of criterion(s) shall rest with the candidate(s) for all purposes.

- (xxvi) All correspondence from the Institute to the candidate(s) shall be made exclusively by way of email in the ID provided by the candidate(s). Therefore, candidate(s) are requested to retain the email-ID and check it regularly. The correspondence shall include, call for written test / trade test / interview / appointment letter, etc. Candidates are advised to check the Institute website regularly for updates.
- (xxvii) Addendum / deletion / corrigendum (if any) shall be posted exclusively on the Institute website only. Candidate(s) are advised to visit the Institute website regularly.
- (xxviii) Canvassing in any form and or bringing any influence, political or otherwise, will be treated as a disqualification for the post applied for.
- (xxix) Closing date for receipt of applications:

Hard copy of application through post is **13th January, 2025 (17.30 hrs)**.

NOTE: Though Google form is submitted, submission of hard copy of application is compulsory.
