

# NATIONAL INSTITUTE OF HYDROLOGY

(A GOVT. OF INDIA SOCIETY UNDER MINISTRY OF WATER RESOURCES, RD & GR)

JALVIGYAN BHAWAN, ROORKEE - 247667 (UTTARAKHAND), INDIA

Advertisement No. NIHR/Establishment/2019/01

Dated: 11.03.2019

National Institute of Hydrology (A Govt. of India Society under Ministry of Water Resources, River Development and Ganga Rejuvenation) invites online applications for the posts as per details given below for its Headquarters at Roorkee and Regional Centres at Guwahati, Belgaum, Patna, Kakinada, Jammu and Bhopal or any part of the country where the Institute may set up offices/regional centres from Indian Nationals satisfying the qualifications and experience criteria laid down against the posts. The online option will remain open for a period of 30 days after it is published in Employment News. The print out of completed online application along with all relevant supporting documents duly self attested addressed to the **Senior Administrative Officer, National Institute of Hydrology, Jalvigan Bhawan, Roorkee - 247 667 (Uttarakhand)** must reach in the Institute on or before **30.04.2019** through Speed/Registered post only. The A4 size envelope containing complete application should be super-scribed "Application for the post of \_\_\_\_\_".

For educational qualification and experience, age limit and relaxation and important instructions to the candidates, please visit Institute website [www.nihroorkee.gov.in](http://www.nihroorkee.gov.in).

Sl. No.	Name of Post	Pay Level in the Pay Matrix	No. of Vacant Posts	Reservation					Age
				GEN	SC	ST	OBC	EWS	
1.	Senior Research Assistant	Level-7 of Pay (Rs.44900-142400)	01	-	-	-	01	-	Between 18 to 30 years
2.	Research Assistant	Level-6 of Pay (Rs.35400-112400)	01	-	-	-	-	01	Between 18 to 27 years
3.	Junior Engineer (Senior Grade)	Level-6 of Pay (Rs.35400-112400)	01	01	-	-	-	-	Between 18 to 27 years
4.	Stenographer	Level-4 of Pay (Rs.25500-81100)	04	03	-	-	01	-	Between 18 to 27 years
5.	Technician Grade-III	Level-3 of Pay (Rs.21700-69100)	02	02	-	-	-	-	Between 18 to 27 years

**Note:** The number of posts in each category is likely to be increased or decreased.

**UR** - Unreserved, **OBC** - Other Backward Class, **SC** - Scheduled Caste, **ST** - Scheduled Tribes and **EWS** - Economical Weaker Section

**Age:** Relaxation of age for these posts shall be considered in accordance with instructions or orders issued by the Central Government on the closing date for receipt of applications from candidates.

**Note:** The crucial date for determining the age-limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J& K State, Lahaul & Spiti district and Pangi Sub Division of Chamba district of Himachal Pradesh, Andaman & Nicobar Islands or Lakshadweep).

#### QUALIFICATIONS AND EXPERIENCE

##### (1) SENIOR RESEARCH ASSISTANT

**Essential Qualifications:** Bachelor's Degree in Engineering in Civil/Computer Engineering. **OR** Post Graduate Degree in Physics/Mathematics/Hydrology/Earth Sciences after acquiring Bachelor's Degree with Physics and Mathematics or Computer Application.

##### (2) RESEARCH ASSISTANT

i) Diploma of 3 years' duration in Civil/Computer Engg. **OR** Bachelor's Degree in Science with Physics/Chemistry and Mathematics from a recognized University/Board.

ii) 3 years of experience in the relevant field.

##### (3) JUNIOR ENGINEER (SENIOR GRADE)

i) Diploma of 3 years' duration in Civil Engineering.

ii) 3 years of experience in the relevant field.

##### (4) STENOGRAPHER

1. Bachelor's Degree in Science/Arts/Commerce from a recognized University.

##### 2. Skill Test:

**Dictation:** 10 minutes @ 80 words per minutes

**Transcription:** 50 minutes in English, 65 minutes in Hindi (On computer)

##### (5) TECHNICIAN GRADE - III

1. Passed High School with Science from a recognized Institution/Board with 5 years of experience in the field of Mechanic Instrument Engineering/Information Technology & E.S.M. Engineering/Mechanic Electronics Engineering. **OR**

2. National Trade Certificate (ITI) or equivalent in trade of Mechanic Instrument Engineering/Information Technology & E.S.M. Engineering/Mechanic Electronics Engineering of 2 years' duration with 3 years of relevant experience. **OR**

3. National Apprenticeship Certificate in the trade of Mechanic Instrument Engineering/Information Technology & E.S.M. Engineering/Mechanic Electronics Engineering of 2 years' duration with 2 years of relevant experience.

**Note:-** 1. The last date for receipt of print out of completed online application in the Institute : **30 days after it is published in Employment News.**

2. The candidates are required to apply through ONLINE only. The ONLINE option will remain open for a period of **30 days** after it is published in Employment News. For submission of application through ONLINE mode, please visit Institute's website [www.nihroorkee.gov.in](http://www.nihroorkee.gov.in).

3. Preference will be given to Divyang (Persons with Disabilities), even where the reservation is not marked and suitable PWD's applicants are available.

4. The candidates should send a Non-refundable Demand Draft of Rs. 100/- in favour of National Institute of Hydrology, Roorkee payable at Roorkee towards the Application Fee. No fee is required from SC/ST and Persons with Disabilities candidates.

5. The Institute reserves the right to fill or not fill any or all of the posts advertised.

6. Possession of the prescribed educational qualification is a must. Candidates with higher qualification but without the prescribed qualification shall not be considered.

7. The maximum age limit will be considered on the last date of receipt of applications. The relaxation of 03 years for OBC candidates with additional 10 years age relaxation to persons with disabilities will be given in accordance with the Government of India Rules. Relaxation in upper age limit for those applicants, who are in Central Government or Central Government Autonomous body, Ex-Servicemen, shall be admissible as per the Government of India Rules.

8. For availing the benefit of Other Backward Classes, the candidates are required to produce the latest OBC non creamy layer certificate on the prescribed proforma applicable for appointment to the posts of Central Government.

9. The benefit of reservation under EWS can be availed upon production of an Income and Asset Certificate issued by a Competent Authority.

10. Persons employed in Government Departments/Autonomous Bodies/Public Sector Undertakings (PSUs) must send their application "Through Proper Channel" or "No Objection Certificate" (NOC)

to be brought at the time of written test. To avoid delay, an advance copy of such application complete in all respects, may be sent super-scribing on the top of the application "ADVANCE COPY".

11. The Institute is free to restrict/change the criteria to call the eligible candidates for the Written Test, as per response to the advertised posts.

12. NIH will screen all applications received before the closing date. Only screened in candidates would be invited for written test.

13. Experience/essential qualifications and age will be reckoned on the last date for submission of online application.

14. Incomplete applications or applications without self attested copies of all relevant certificates (both educational and experience) or applications received after the last date are liable to be rejected.

15. No correspondence will be entertained from the candidates regarding the eligibility, status of application, postal delays, conduct and result of test, etc.

#### Procedure for applying online

(1) Candidates are first required to go to the NIH's website [www.nihroorkee.gov.in](http://www.nihroorkee.gov.in) and click on the link 'Career and Opportunities' and then click on the option "CLICK HERE TO APPLY ONLINE FOR ADVERTISEMENT NO. 2019/01" to open the On-Line Application Form.

(2) To register application (one time only), choose the tab "Register NOW!" and enter Name, Email ID password. Candidate should remember his/her email id and password.

(3) In case the candidate is unable to complete the application form in one go, he / she can save the data already entered by choosing "Save & Continue" tab. Prior to submission of the online application candidates are advised to use the "Save & Continue" facility to verify the details in the online application form and modify the same, if required.

(4) Candidates are advised to carefully fill and verify the details filled in the online application themselves as no change will be possible/entertained after clicking the FINAL SUBMIT BUTTON.

(5) The Name of the candidate or his /her Father/ Mother etc. should be spelt correctly in the application as it appears in the 10th Class Certificates/ Mark sheets. Any change/alteration found may disqualify the candidature.

(6) Validate your details and Save your application by clicking the "Save & Continue".

(7) Candidates need to upload Passport size Photo & Signature (Preferred size: 4.5cm x 3.5cm); max size 500 KB and 100 KB respectively.

(8) Candidates need to fill each section then he/she can proceed to fill details of other sections of Application Form.

(9) Click on the Preview Details to preview and verify the entire application form before FINAL SUBMIT.

(10) Please fill the correct details of the Demand Draft in "DD Details" section.

(11) Modify details, if required, and click on 'FINAL SUBMIT' ONLY after verifying and ensuring that the photograph, and signature are uploaded and other details filled by you are correct.

(12) Click on 'Final Submit' button.

**Note:** After online filing of applications, candidates are required to take a printout of their system generated online application forms and acknowledgment slip.

#### Submission of Hard copy of Application form:

Print the application form and send it to the following address along with original Demand Draft (DD) of rupees 100/-, by Speed/Registered post only:

**Senior Administrative Officer, National Institute of Hydrology  
Jalvigan Bhawan  
Roorkee 247667, Distt. Haridwar (Uttarakhand)**

NOTE: 1. Envelope of the Application form may be superscribed as "APPLICATION FOR THE POST OF .....)

2. Online application will only be entertained.

#### SELECTION PROCEDURE

1. A written test of one hour duration will be conducted at Roorkee on stipulated date and time to prepare a merit list of candidates screened in. Candidates will be informed by post/e-mail and through NIH website about the dates. 2. Written test for the post of Senior Research Assistant and Research Assistant will be in English and for Junior Engineer (Senior Grade), Stenographer and Technician Grade-III, it will be bilingual. 3. The questions in the written test will be relevant to the trade/subject. 4. The questions will be objective type and negative marks will be awarded for wrong answers. 5. Merit list will be prepared for each post based on the marks secured in the written test. 6. The candidates obtaining less than 55% in the written test will not be considered further. 7. The candidates will be offered appointment based on the merit list prepared after written test. 8. For the post of Stenographer, in addition to written test, shorthand and typing test on computer in Hindi/English will be conducted. 9. The candidates who do not possess essential qualifications need not apply.

(V.K. Sharma)

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SENIOR ADMN. OFFICER