



# राष्ट्रीय वनस्पति स्वास्थ्य प्रबंधन संस्थान National Institute of Plant Health Management

Department of Agriculture & Farmers Welfare  
Ministry of Agriculture & Farmers Welfare  
Government of India



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**F.No:ESTT-12/1/2020-LDC-EST1.**

**Date:11-08-2025**

## WALK IN INTERVIEW

Walk-in-Interview will be held at 9.00 a.m. on date mentioned below at National Institute of Plant Health Management, Rajendranagar, Hyderabad for engagement of following positions on contractual basis. The engagement will be initially for a period of six months/ till project period whichever is earlier. The details of educational qualifications, experience, age and other eligibility criteria, along with **application proforma** are given below.

Sl. No.	Division	Name of the Positions	No. of Positions	Date of Walk in Interview
1	Plant Health Management	<b>Project Associate</b> (Bio Input Production)	01	18.08.2025
2		<b>Project Assistant</b> (Bio Input Production)	01	

Sl. No.	Name of the Position	Qualifications	Maximum Age limit
1.	<b>Project Associate</b>	<b>Essential Qualifications :</b> M.Sc in Agriculture/Horticulture or M.Sc with Microbiology / biotechnology / Plant Pathology specialization	30 years for men & 35 Years for women
2.	<b>Project Assistant</b>	12th pass or Diploma in Agriculture/Horticulture	

Note: *The above vacancies are indicative and may vary as per actual requirement*

The candidates attending walk-in interview should present themselves for certificate verification at the same venue by 9.00 a.m. on the dates mentioned in the notification. The candidates are directed to bring all the relevant original documents pertaining to educational qualifications, experience, research, training, projects, testimonials, etc., along with a set of self-attested photocopies and a recent passport size photograph, for necessary certificate verification. It may be noted that production of above said documents is mandatory. Failure to bring the same will render ineligible to attend Interview. No separate call letter for the interview shall be issued. The position is purely temporary on contractual basis and co-terminus with the project or six months from the date of joining, whichever is earlier. NIPHM will not be held responsible to give regular appointment after expiry of the term. No TA/DA will be admissible for attending the interview.

## SALARY:

S. No.	Name of the position	
1	<b>Project Associate</b>	Stipend of Rs.30,000/- per month
2	<b>Project Assistant</b>	Stipend of Rs.15,000/- per month

Note: Self-attested copies of all educational qualifications along with experience certificates are required to be submitted invariably.

## DUTIES OF THE POSTS:

1.	<b>Project Associate (Bio Input Production)</b> <ol style="list-style-type: none"><li>1. Isolation and culturing of beneficial microbes and testing their efficacy.</li><li>2. Maintenance and preservation of bacterial and fungal cultures.</li><li>3. Production of mother cultures and formulation of bio pesticides / bio fertilizers.</li><li>4. Facilitating the transport of bio-inputs to various destinations.</li><li>5. Planning and conducting bio-input trials in laboratories and field conditions.</li><li>6. Assisting in the mass production / up scaling of bio inputs and batch-wise quality testing, record keeping etc.</li><li>7. Assist in practical sessions and demonstrations during training programs.</li><li>8. Local travel to assist with field activities.</li><li>9. Other duties as assigned by the concerned in-charges, Director, PHM and Director General.</li></ol>
2.	<b>Project Assistant (Bio Input Production)</b> <ol style="list-style-type: none"><li>1. Assisting in media preparation, autoclaving for culture maintenance.</li><li>2. Maintaining cleanliness in laboratory and also of equipment.</li><li>3. Arranging materials of practical demonstrations.</li><li>4. Arranging materials for production of bio culture starter kits.</li><li>5. Handling bulk production, Filling, packing and labelling of targeted bio inputs production.</li><li>6. For handling bulk production &amp; packing, labelling, transport, etc.</li><li>7. Any other duties assigned by concerned in-charge officers, Director, PHM and Director General.</li></ol>

## GENERAL TERMS AND CONDITIONS:

1. The position of Project Associate / Project Assistant is purely on contractual basis for a period of six months / Project Period whichever is earlier.
2. The continuance of Project Associate / Project Assistant during the said period of six months depends on the satisfactory performance and availability of the budget for the project in which they have been engaged. It can be terminated at any time by issue of one month notice by NIPHM. It can also be terminated at any time without giving one month's notice if he/she is found guilty of gross negligence or involved in acts of grave misconduct. The services shall stand terminated automatically on expiry of the *contract* period unless it is extended in writing.
3. The candidates have to produce all the original certificates / documents at the time of Interview for verification. Failure to bring the same will render ineligible to attend Interview.
4. No TA/DA will be admissible for attending the interview.
5. Self-attested copies of all educational qualifications along with experience certificates are required to be submitted invariably.
6. Age and educational qualifications may be relaxed in exceptional cases by the Institute.
7. Candidates may submit a declaration stating that they are willing to be considered for a lower position in case their application for the applied position is found ineligible or if not been shortlisted for a further scrutiny.
8. The Project Associate / Project Assistant may also leave the assignment, on their own violation by giving one month notice period / deposit 30 days' pay in lieu of notice period or any short fall thereof or as decided by the Competent Authority of NIPHM. The decision of the Competent Authority will be final in this regard.

If any of the contractual staff leaves NIPHM abruptly or without serving notice period, the caution deposit amount available will be withheld/forfeited/confiscated. The decision of the Competent Authority will be final in this regard.
9. If Project Associate / Project Assistant undergo any training programme at NIPHM either free or on concessional basis, he/she shall serve the NIPHM for a minimum of two years, failing which he/she shall reimburse the cost of the training programme to the NIPHM at the time of getting relieved. However, no request will be considered for exemption of fees if anyone wants to leave the institute

before completion of Bond Period. The certificate of participation will be on hold of the institute for two years after completion of the training.

10. The Project Associate / Project Assistant are required to adhere to the administrative, financial and disciplinary regulations of NIPHM where the incumbent is working. Regular attendance of them shall be ensured by the concerned Director of the division keeping an attendance register/ biometric.
11. The Project Associate / Project Assistant shall be engaged in the Scheme/Project work on full time basis and will not be allowed to undertake any other work or to accept or hold another appointment with or without remuneration elsewhere.
12. The Project Associate / Project Assistant shall give a declaration to the effect that he/she is not drawing any other scholarship/fellowship or is employed elsewhere in the form prescribed.
13. NIPHM will have full intellectual property rights/proprietary rights on research outputs of the Project Associate / Project Assistant with reference to work done during the period of working in the NIPHM as per the provisions of “Guidelines for Intellectual Property Management and Technology Transfer / Commercialization” *mutatis mutandis*. However, in case Project Associate / Project Assistant has been associated with research work, his/her name will be acknowledged / included appropriately in the research paper(s). The Project Associate / Project Assistant shall have no right in this regard.
14. The Project Associate / Project Assistant will be under the administrative control of the Director of the concerned Division at NIPHM. The Project Associate / Project Assistant will be subject to the Administrative, financial and disciplinary regulations of the NIPHM. Project Associate / Project Assistant shall have to work on all working days except for the General holidays and adhere to punctuality in attendance and should be willing to work before & after office hours in case of need. He/ She should be willing to work late hours, night shifts/ on holidays etc. as & when ordered by competent authority as per the requirement of the institute’s work.
15. Their headquarters will be at Hyderabad (OR) will be as necessitated by the project.
16. The Project Associate / Project Assistant will not be entitled to (i) General Provident Fund, (ii) NIPHM Group Insurance Scheme, (iii) All other service benefits allowed to regular employees. He/She will not be entitled to any travelling allowance at the time of joining and leaving NIPHM.
17. The Project Associate / Project Assistant will be entitled to admissible tour TA & DA as per NIPHM rules.
18. Income tax will be deducted from the emoluments Project Associate / Project Assistant at source as applicable.
19. Project Associate / Project Assistant shall stay within 03 kms radius of NIPHM
20. The Project Associate / Project Assistant is required to produce all the original certificates of educational qualifications, experience at the time of joining at NIPHM for verification.
21. Project Associate / Project Assistant will not be entitled to any Medical benefit & allowances.
22. The Project Associate / Project Assistant shall have no claim, whatsoever, for regularization/absorption or otherwise against any regular post on termination of the tenure/project as it is purely contractual/temporary & is time bound in nature which runs co-terminus with the length of the project.
23. No correspondence will be entertained with the non-shortlisted or non-selected candidates.
24. The above vacancies are indicative and may vary as per actual requirement.
25. In case of any dispute which may arise out of or in connection with this advertisement/notification, Hyderabad City courts have jurisdiction to decide or adjudicate.

**Sd/-**  
**REGISTRAR i/c**

**PROFORMA**

**APPLICATION FOR THE POST OF \_\_\_\_\_ on Contractual Basis**

Affix Passport  
size Photograph

1. Name :  
(in Block letters)
2. Father's/Husband Name :
3. Date of Birth (in Christian era) :
4. Age : Years.....Months.....Days.....  
(as on last date for submission of application)
5. **ADDRESS FOR CORRESPONDENCE** :
  - a. Present :
  - b. Permanent :
  - c. Email ID : 1.  
2.
  - d. Mobile :
  - e. Phone No. (STD/ISD code) :

**6. EDUCATIONAL QUALIFICATIONS:-**

QUALIFICATION	YEAR	INSTITUTE/BOARD/ UNIVERSITY	DIVISION & % OF MARKS	REMARKS (Awards if any)

7. Details of employment in the chronological order in the table indicated below. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient.

Office/Instt./ Organisation	Post held	From	To	Scale of pay and basic pay therein	Nature of duties performed

8. Additional information, if any, which you would like :  
to mention in support of your suitability for the post.  
(This among other things may provide information with regard to  
(a) Additional academic qualifications :  
(b) Professional training :  
  
(c) research publications and reports and special projects :  
(d) Awards/scholarship/official appreciation :  
(e) affiliation with professional bodies/institutions/societies and:  
(f) any other information. :  
(enclose a separate sheet if the space is insufficient)

9. Whether belongs to SC/ST/OBC/UR/  
PwBD/EX-Serviceman (Proof to be enclosed)  
as per GOI norms :

10. I certify that particulars furnished above are true.

11. I am willing to stay in the quarters if allotted or within 3 km radius of NIPHM.

12. I am also willing to be considered for a lower post in case my application for the applied post is found ineligible or not shortlisted for further scrutiny. (Optional):

### **SELF DECLARATION**

I \_\_\_\_\_ Son/Daughter of Sh. \_\_\_\_\_

hereby declare that the information given above and in the enclosed documents is true to the best of my knowledge and belief and nothing has been concealed therein. I am well aware of the fact that if the Information given by me is proved false/not true, I will have to face the punishment as per the law. Also, all the benefits availed by me shall be summarily withdrawn and I may be terminated from the services without assigning any reasons.

Date :

Place :

**SIGNATURE OF CANDIDATE**