

National Institute of Plant Health Management, Hyderabad

(An autonomous organization under the Ministry of Agriculture & Farmers Welfare Government of India)

Advertisement No. 03 / 2025

A. National Institute of Plant Health Management invites applications from eligible candidates for the following post, as detailed below:

S. No.	Name of the Post	Mode of Recruitment (Direct / Deputation)	No. of Posts	Group	Reservation for Direct Recruitment as per roster	Scale of Pay / Pay in Pay Matrix (7th CPC)	Last Date for receipt of applications
1	Black Smith (Junior Technician)	Direct	01	C	UR	Level – 2 Rs.19,900 - 63,200	The last date is 30 days from date of publication in Employment news.

The details of educational qualifications, experience, age and other eligibility criteria etc. along with application proforma may be accessed from web <http://niphm.gov.in>.

Hindi version will follow.

**Sd/-
REGISTRAR**

B. QUALIFICATIONS & EXPERIENCE FOR DIRECT RECRUITMENT

1	NAME OF THE POST	<i>Black Smith (Junior Technician)</i>
	Method of Recruitment	<i>Direct Recruitment</i>
	Age limit	<i>Between 18-27 years</i>
	QUALIFICATIONS & EXPERIENCE:	<p>ESSENTIAL :</p> <ol style="list-style-type: none"> 1. Diploma in Agricultural Engineering / Automobile Engineering / Diploma in Mechanical Engineering or equivalent from the recognized Institution / Board with one year experience in repair and maintenance of farm equipment, oil engines. <p align="center">OR</p> <ol style="list-style-type: none"> 2. ITI (Mechanical/Fitter/Diesel Mechanic/ Motor Mechanic / Turnar) with 03 years of experience in relevant field. <p>DESIRABLE:</p> <ol style="list-style-type: none"> 1. Small fabrication works such as fitting and welding 2. Handling and knowledge on agricultural sprayers 3. Minor repairs of vehicles.

NOTE:

1. Supporting documents for essential qualifications should be enclosed without fail.
2. Desirable qualification and experience will be invoked in the event of shortlisting or tie at the time of selection.

C. Age Limit :

- i. Relaxation of upper age limit in respect of reserved categories such as SC/ST/OBC/PwD/Ex-servicemen etc., shall be given as per Government of India guidelines/orders. Age limit will be reckoned with reference to the closing date for receipt of the applications. Crucial date for determining the age limit of candidates for the posts will be 30 days from the date of publishing advertisement in the Employment News.

Indicative relaxation in age limit

Category	Extent of Age relaxation
Schedule Caste/Schedule Tribe	5 years against reserved posts only.
OBCs	3 years against reserved posts only.
PwBD with minimum 40% disability	10 years (15 years for SC/ST, 13 years for OBCs) in case of direct recruitment. Subject to maximum age not exceeding 56 years on the last date for receipt of applications.
Central Govt. employees / NIPHM employees	Up to 5 Years (as per GOI norms) (10 years for persons belonging to Scheduled Castes/Scheduled Tribes and 8 years for persons belonging to OBC's in respect of the posts reserved for them)
Ex- servicemen or any other category	As per Government of India norms.

- ii. The upper age limit is relaxable for SC/ST/OBC candidates in respect of vacancies which are reserved for them. SC/ST/OBC candidates have to produce a caste certificate in GOI

prescribed proforma issued by the Competent Authority for claiming age relaxation. Copy of caste certificate should be sent along with the application.

- iii. **For OBC:** If you belong to 'Creamy Layer', you are not eligible for consideration against posts reserved for OBC and therefore you may apply against UR posts. OBC certificate should have been issued on a date within 2 (two) years of the last date for receipt of application as stated in the advertisement. If you claim OBC and attach BC/MBC or any other certificate other than a valid OBC certificate (in GOI format), your application will be summarily rejected.
- iv. **For PwBD:** The age relaxation to the persons with benchmark disabilities shall be admissible irrespective of whether the post is reserved or not.

A person who wants to avail of benefit of age relaxation under PwBD would have to submit a Disability Certificate issued by a Competent Authority. If a person with disability is entitled to age relaxation by virtue of being a Central Government employee/NIPHM employee, relaxation to him/her will be admissible either as a 'person with disability' or as a 'Central Government employee' / NIPHM employee whichever may be more beneficial to him/her.

The Competent Authority to issue Disability certificate shall be a Medical Board duly constituted by the Central or a State Government. The Central/ State Government may constitute Medical Board(s) consisting of at least three members out of which at least one shall be a specialist in the particular field for assessing Visual/ Hearing/ Locomotor/ Cerebral disability, as the case may be.

The definition of different categories of disabilities, for the purpose of age relaxation, will be same as given in "The Rights of Persons with Disabilities Act 2016 at Chapter VI (34) or as amended from time to time.

- v. **For Central Govt. employees / NIPHM employee:** A candidate claiming to belong to the category of Central Government employees / NIPHM employee and seeking age relaxation would be required to produce a Certificate issued after the date of advertisement from his/her Employer on the Office letter head to the effect that he/she is a regularly appointed Central Government employees / NIPHM employee serving continuously for more than 3 years in the Government /NIPHM and not on casual/adhoc/daily wages/hourly paid/contract basis employee.

The age relaxation will be admissible to such of the Government employees as are working in posts which are in the same line or allied cadre and where a relationship could be established that the service already rendered in a particular post will be useful for the efficient discharge of the duties of the post(s) to which recruitment has been advertised.

D. Closing Date :

The closing date for receipt of applications in NIPHM shall be 30 days from the date of publication of advertisement in Employment Newspaper.

E. Forwarding of applications "Through Proper Channel" by in-service candidates

- a. Candidates / applicants who are in Government service / NIPHM should forward their application through proper channel. It may be ensured by the applicant/candidate that his/her application (Through Proper Channel), as forwarded by his/her parent office, reaches NIPHM office within 30 days from the date of publishing advertisement in the Employment News. An advance copy of the application may be submitted on or before the last date. Such advance copy will only be treated as an intimation of the application and only the application received through proper channel within due date will be considered for scrutiny and further selection process.
- b. The candidate, who is on deputation / foreign service, should also get his/her application through proper channel forwarded through the office in which he/she is on deputation /foreign service in addition to the same being got forwarded by his/her parent office / Department.
- c. The application(s) through proper channel should also contain the following positively:

- i. Service particulars indicated in the application by the candidate
- ii. Vigilance Clearance Certificate
- iii. Details of imposition of major/minor penalties, if any, during last ten years or in the service period, whichever is less.
- iv. Photocopies of AAR/ACR/APAR gradings for the last 5 years or for the service period, whichever is less.
- v. The application should be counter signed by H.O.O./H.O.D. concerned.

F. Application Fees:

The candidates belonging to UR, OBC and EWS submitting application must pay to NIPHM a non - refundable application fee as follows:

- a. For Group C posts only: Rs.295/-.

Candidates belonging to SC/ST/PwBD/ Ex-Servicemen/ Women are exempted from payment of such an application fee

NOTE-I: The fee must be in the form of Demand Draft or through online payment to the office and payment proof should be submitted along with the application without fail. The payment through online mode can be made to the following account:

NIPHM SBI Collect Account details:

Account Number :	40373518076
Corporate Address:	National Institute of Plant Health Management, Rajendranagar, Hyderabad, Telangana 500030
Branch:	Rajendranagar Branch, Hyderabad (20074)
IFS Code:	SBIN0020074

NOTE-II: APPLICATIONS NOT ACCOMPANIED BY THE PRESCRIBED FEE SHALL BE SUMMARILY REJECTED/ NOT ACCEPTED.

NOTE-III: Transaction charges for Demand Draft/online payment mode as the case may be, will have to be borne by the candidate.

NOTE-IV: Fee once paid shall not be refunded under any circumstances nor can the fee be held in reserve for any other examination or selection.

NOTE-V: The application fee shall be paid for each post (post wise) separately.

NOTE-VI: The application fee includes GST 18%

Note –VII: The demand draft should be drawn infavour of National Institute of Plant Health Management, payable at Hyderabad. In-service candidates can send the demand draft with the advance copy of application.

Note –VIII : The application fee will be refunded only in case of candidates whose applications are received by NIPHM after due date as specified in the notification / advertisement.

G. Documents to be appended:

- i. Self attested copies of Date of Birth, SSC, Intermediate, Graduation, Post Graduation, Doctoral Degree certificates to be enclosed invariably.
- ii. Such other documents / certificates as are required to be enclosed as per the advertisement and post requirements.

- iii. Photographs at the appropriate space (s) in the application form.
- iv. The applicant should indicate his/her name, name of the post applied and advertisement no. on the top of the envelope containing his/her application along with all the prescribed enclosures
- v. All the claimed educational qualifications shall be from a recognised University / Institute only.
- vi. The application will be summarily rejected if – a) certificates are attached, but column is not filled; or b) the column is filled but certificates are not attached. Letter of Appointment, Pay Slip, Office Memorandum, Office Order, Joining Report, or any such document(s) will not be accepted as document in support of knowledge or experience. Certificate in support of knowledge and experience should be in proper format i.e. should be on the organisation's letterhead; bear the date of issue; specify period of work(including Job roles and responsibilities, clearly stating nature of work, salary drawn with pay scale and grade pay, if any; name and designation of the issuing authority along with signature.

H. Rejection of applications :

The following applications shall be liable to be summarily rejected without any notice:

- a. The applications not in the prescribed format.
- b. The application 'Through Proper Channel' (TPC) to be sent by the parent office of the candidate, not received within stipulated time.
- c. The application (s) through proper channel received in time but not duly authenticated by the Head of Department with the requisite details.
- d. The application of a candidate who is on deputation / foreign service should be forwarded 'through proper channel' by (i) the office in which he/she is on deputation/ foreign service, and (ii) his/her parent department.
- e. The applications with any irrelevant documents other than the ones claimed in the application form shall be summarily rejected.
- f. Application not accompanied with valid Demand Draft/online fee payment proof as per the prescribed fee.
- g. The applicants who are presently working in Government organization/department should get their applications counter signed by the H.O.O./H.O.D. concerned, if not it leads to rejection of application.

I. General Terms and Conditions:

- 1. A candidate must be a citizen of India.
- 2. The prescribed essential qualifications are the minimum and the mere possession of the same does not entitle candidates to be called for written test and skill test. All applicants must fulfill the essential requirements of the post and other conditions stipulated in the advertisement. They are advised to satisfy themselves before applying that they possess the essential qualifications and experience laid down for various posts. No enquiry asking for advice as to eligibility will be entertained.
- 3. Candidates, who are availing UGC/ICAR Scales, and opting for Grade Pay protection will not be entitled for training allowance.
- 4. General relaxation: "qualifications and experience can be relaxed in exceptional cases by the appointing authority".
- 5. In case of deputationists working in higher scale and also due for promotion to higher scale than the advertised post need not apply.
- 6. Please visit NIPHM website <http://niphm.gov.in> for downloading the prescribed application proforma. Separate application need to be filled for each post advertised along with its enclosures and fees.
- 7. The candidates should pay the application fee through Demand Draft drawn in favour of National Institute of Plant Health Management, payable at Hyderabad or through online payment mode.
- 8. The applications in prescribed proforma along the original Demand Draft (*through proper channel in case of Central/ State Governments/ Universities/ Recognized Research Institutions/ PSUs / Statutory Semi-governments or Autonomous organizations candidates*) should be sent in sealed cover superscribed as "**Application for the post of**" so as to reach the Registrar, National Institute of Plant

Health Management, Rajendranagar, Hyderabad 500 030, Telangana, **within 30 days from date of publication in Employment newspaper by 5.30 p.m. in hard copy.** Persons working in Govt. service should apply through proper channel only and ensure that the application through proper channel reaches within the last date i.e. within 30 days from date of publication in Employment Newspaper. In case it takes time to obtain clearance from the Head of Department, an advance copy of the application may be sent on or before the closing date. The advance copy will only be treated as an intimation and only the application received through proper channel within due date will be considered for scrutiny and further selection process.

9. Candidates will be shortlisted on the basis of the information provided by them in their applications. They must ensure that the information is true. If at any subsequent stage or at the time of written test/ interview any information given by them or any claim made is found to be false, their application / candidature even during employment will be liable to be cancelled.
10. The prescribed essential qualifications are minimum and the mere possession of the same does not entitle candidates to be called for selection process. The consideration of qualifications as 'equivalent' to the essential and desirable qualifications stated above shall be at the discretion of the relevant committee constituted for scrutinizing the applications.
11. In the event of number of applications being large:
 - a. NIPHM reserves the right to shortlist the candidates/ restrict the candidates to be called for skill test/ written test/ PPT/ interview to a reasonable number by adopting reasonable criteria (applied uniformly) as recommended and decided upon by the Competent Authority. These criteria may include possessing of desirable qualifications and / or experience more than that prescribed in the advertisement and/or qualifications/ experience in a particular field as per the specific requirement of the Department. Since the criteria for shortlisting the candidates may be raised above the minimum eligibility criteria, candidates are advised to fill their complete educational qualifications and/or experience as well as enclose any additional documents in support of their candidature such as list of research papers etc.
 - b. NIPHM will have discretion to schedule the scrutiny of applications either prior to or after the selection process or at any stage of selection process.
12. The Institute reserves the right not to fill up any or all advertised posts, or cancel the advertisement in whole or in part at any stage without assigning any reason and the decision of the Institute in this regard shall be final.
13. In case of any inadvertent mistake in the process of selection which may be detected at any stage even after the issue of offer of appointment, the Institute reserves the right to withdraw/cancel/modify any communication made to the candidates.
14. In case of any dispute with regard to screening of the applications, the decision of Director General, NIPHM shall be final.
15. The Rule of Reservation is not applicable in the case of deputationists. However, subject to availability, eligible candidates belonging to reserved categories will be duly considered as per rules in force.
16. The Medical facilities applicable to NIPHM employees will be extended to the deputationists.
17. In the case of direct recruitment the selected candidates will be governed by the National Pension System, 2004, Govt. of India, as amended from time to time.
18. The Probation period for direct recruits will be two years as per the rules in force.
19. Appointment of candidates will be subject to receipt of prescribed Medical fitness certificate from a Civil Surgeon / District Medical Officer.
20. **No correspondence will be entertained with the non-shortlisted or non-selected candidates.**
21. Canvassing in any form is not accepted and will lead to the disqualification of such candidates.
22. In case of any disputes/suits or legal proceedings against the Institute, the Jurisdiction shall be restricted to the High Court of Hyderabad.
23. Candidates are warned that they should not furnish any particulars that are false or suppress any material information in filling up the application form. Candidates are also warned that they should in no case correct or alter or otherwise tamper with any entry in a document or its attested/certified copy

submitted by them nor should they submit a tampered/fabricated document. If there is any inaccuracy or any discrepancy between two or more such documents or their attested/certified copies, an explanation regarding this discrepancy should be submitted.

24. The vacancies are indicative and may vary as per actuals.
25. Incomplete / invalid applications – if any column is left unfilled / unsigned (wherever applicable) or lack of submitting adequate certificates / documents in support of candidature will lead to rejection of the application.
26. **No interim correspondence: No correspondence whatsoever will be entertained from candidates regarding postal delay, conduct and result of test / interview and reasons for not being called for test / interview. Interim correspondence will not be entertained and replied to.**
27. Institute will not be responsible for any postal delay. Last date for receipt of applications is as stated in the advertisement.
28. In case of any discrepancy between English and Hindi version, the English version will be treated as final.
29. Shortlisting of applicants/candidates for written test/skill test conveys no assurance whatsoever that they will be selected. Appointment orders to the selected candidate(s) will be issued by NIPHM
30. Candidates with desirable qualifications will be given preference only when there is a tie in the final selection.
31. NIPHM will retain data of applications received from non – shortlisted candidates only for a period of six months after completion of recruitment process i.e. the issuance of offer letter to the selected candidate.
32. The applicability of the Payment of Gratuity Act, 1972 has been requested from DA&FW for which reply is awaited.
33. Self attested copies of all educational qualifications along with experience, age relaxation and other certificates are required to be enclosed invariably. Application without proper enclosures / signature (wherever required) will not be considered for scrutiny.
34. NIPHM strives to have a workforce which reflects gender balance and women candidates are encouraged to apply.

35. Resolution of tie cases

In cases where more than one candidate secure the equal aggregates marks in Written Test and Skill Test, tie will be resolved by applying the following methods one after another:

1. Total marks in Written Test.
2. Date of birth, with older candidates placed higher.
3. Alphabetical order of the names of the candidates.

J. PROCEDURE FOR SELECTION

S. No.	Name of the Post	Selection Procedure
1	Black Smith (Junior Technician)	Written Test (100 Marks) and Skill Test (50 Marks)

K. INDICATIVE DUTIES OF THE POSTS

1.	Black Smith (Junior Technician)	<ul style="list-style-type: none"> • To assist in conducting practicals • Timely maintenance of plant protection equipment and minor repairs of vehicles • To carry out minor fabrication works, such as fitting and welding • To upkeep the registers regarding the workshop equipment (stock, spares and purchases) • Any other works assigned by the divisional head/divisional staff
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I. SYLLABUS

Black Smith (Junior Technician)	<ol style="list-style-type: none">1. Engines & its components2. Fundamentals of sprayers3. Basics of welding, fitting, carpentry & smitting4. Knowledge on tools5. Pumps & its components
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**Sd/-
REGISTRAR**

P R O F O R M A

**APPLICATION FOR THE POST OF..... (Category..... if applicable)
on Regular Basis (Direct Recruitment)**

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

Affix Passport size Photograph

6. EDUCATIONAL QUALIFICATIONS:-

(In the chronological order from latest to last. Enclose self-attested copies of certificates without which applications will not be considered for scrutiny).

QUALIFICATION	YEAR	BOARD/INSTITUTION/UNIVERSITY	Division & % OF MARKS	REMARKS (Awards if any)

7. TECHNICAL/ PROFESSIONAL QUALIFICATIONS:-

(Enclose attested copies)

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

8. 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. (Enclose attested copies)

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

9. Nature of present employment i.e. ad-hoc or :
temporary or quasi-permanent or permanent.
10. Additional details about present employment. :
Please state whether working under:-
(indicate the name of your employer against
the relevant column)
- (a) Central Government :
(b) State Government :
(c) Autonomous Organization :
(d) Public Undertakings :
(e) Universities :
(f) Others :
11. Present Pay & Grade Pay / Pay Band :
12. 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
(i) Additional academic qualifications :
(ii) Professional training :
(iii) Work experience (over and above the prescribed) :
(enclose a separate sheet if the space is insufficient)
13. Whether belongs to SC/ST/OBC/UR
PwBD/Ex-Servicemen (Proof to be enclosed)
(OBC Candidates have to enclose latest caste certificate as per
GOI norms for claiming age relaxation and for considering to
the reserved OBC post)
14. Remarks
(The candidates may indicate information with regard to
(i) Research publications and reports and special projects :
(ii) Awards/scholarship/official appreciation :
(iii) Affiliation with professional bodies/institutions/societies and :
(iv) Any other information. :
(enclose a separate sheet if the space is insufficient):
15. Details of payment of application fee (Proof to be enclosed): DD in original or online transaction
payment copy
16. I certify that particulars furnished above are true.
Date :
Place :

SIGNATURE OF CANDIDATE

It is certified that particulars furnished are correct and no disciplinary case is either pending or contemplated against the officer and no penalty, major or minor, was imposed on the officer during the last 10 years and his integrity is beyond doubt.

Date: (*) Signature of the Head of Department with seal

(*) Applicable incase the applicant is presently working in any Government Department / Office