

## Engagement on various posts on Contractual Basis at NIMHR, Sehore

National Institute of Mental Health rehabilitation (NIMHR), Sehore, an autonomous Institute of Department of Empowerment of Persons with Disabilities, Ministry of Social justice and Empowerment, Government of India intends to engage the services of young and energetic consultants in various disciplines as detailed below purely on contract basis for initially a period of 03 years (extendable on yearly basis), which may further be renewed as afresh assignment based on functional requirement or as per requirement of the Institute and satisfactory performance of the candidates.

S.No.	Particulars	No. of vacancy	Qualification	Remuneration
01.	<b>Assistant Professor (CCCG)</b>	01	<b>Essential Qualification:</b> 1. B.ED. SE(ID) with 5 years of experience  OR 2. M.Ed. SE(ID) with 3 years of experience  Must be registered with RCI	Rs. 75,000/-
02.	<b>Lecturer (Rehabilitation / Clinical Psychology)</b>	01	<b>Essential Qualification:</b> RCI recognised M.Phil in Rehabilitation/Clinical Psychology	Rs. 60,000/-
03.	<b>Vocational Instructor</b>	01	<b>Essential Qualifications for Vocational Instructor:</b> (i) Higher Secondary with Diploma in Vocational Training/ D.Ed./ B.Ed./ PG Diploma in Special Education/ Equivalent Course recognized by RCI. (ii) Minimum 2 Years of relevant Experience. (iii) Registration with RCI  <b>Desirable Qualifications:</b> Graduation with Diploma in Vocational Training.	Rs. 45,000/-
04	<b>Master Trainer (Deaf)</b>	01	<b>Essential Qualification:</b>  Graduate + Certificate in C Level/ DTISL  <b>Experience:</b> 3 Years relevant Experience	Rs. 45,000/-

05.	<b>Estate and Maintenance Officer</b>	01	<p><b>Essential Qualification:</b> i) B.E. in Civil or Electrical from a recognized University/ Institution.</p> <p><b>Experience:</b> ii) 02 years' experience in Offices under Central/ State Government/ Universities/ Recognized Research Institutes/ Public Sector Undertaking/ Autonomous/ Statutory Organization in the relevant field.</p>	<b>Rs. 40,000/-</b>
06.	<b>Occupational Therapist</b>	01	<p><b>Essential Qualification:</b> 1. Bachelor in Occupational Therapy from recognized University. 2. Minimum 2 years' experience in the relevant field.</p> <p>Must be registered from concerned council.</p>	<b>Rs. 40,000/-</b>
07.	<b>Demonstrator (CCCG)</b>	01	<p><b>Essential Qualification:</b> 1. Diploma in Special Education or any disability sector with 2 years of experience in relevant field.  OR 2. B.Ed. SE (ID) with one year experience. 3. Must be registered with RCI</p>	<b>Rs. 35,000/-</b>
08.	<b>Supervisor (DCBR)</b>	01	<p><b>Essential Qualification:</b> Master degree in any disability discipline  OR Master degree in Social Science with degree/ diploma in Special Education. Must have a valid CRR number issued by RCI.</p> <p><b>Experience:</b> 1. 03 years post qualification experience in CBR.</p>	<b>Rs. 35,000/-</b>

09.	<b>Technical Assistant</b>	01	<p><b>Educational Qualification:</b> Bachelor of Technology IT/ Computer Science engineering from a recognized University/ Institution.</p> <p>OR</p> <p>Masters of Mass communication from a recognized University/ Institution.</p> <p><b>Experience:</b> 02 years of working experience in handling social media and website under Central/ State Government/ Universities/ recognized research institutes/ Public Sector Undertaking/ Autonomous/ Statutory organization/ reputed private firm.</p>	<b>Rs. 30,000/-</b>
10.	<b>Resident Assistant Warden</b>	02 (01 Male and 01 Female)	<p><b>Educational Qualification:</b></p> <p>(i) Graduate from recognized University/Institute. (ii) Diploma /Certificate in House Keeping /Material Management / Public Relations /Estate Management / Hygiene and Sanitation.</p> <p><b>Experience:</b> Possessing 03 years' experience of handling hostels in a Government / Autonomous /Renowned Educational Institute.</p>	<b>Rs. 30,000/-</b>

**Schedule of written test/interview is as under:**

**Scheduled Date &Time for Document verification:** As decided by the NIMHR, Sehore.

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**Age Limit:** Maximum age limit will be 56 years.

**Application Process:**

Duly filled and signed application form, in prescribed format only, along with the Curriculum Vitae, self-attested photocopies of all relevant certificates relating to age, qualifications and experience (s) should be forwarded to the NIMHR, Sehore through registered post at: **Director, National Institute of Mental Health Rehabilitation, Bhopal-Indore Highway, Sherpur, Sehore (M.P.)-466001** and the envelope containing the application should be superscribed as Application for the post of \_\_\_\_\_ . Applications that are received without such indication are liable to be rejected. The last date for submission of completed application is 30 days from the date of publishing of the advertisement in Employment Newspaper.

**No TA/DA will be paid for appearing in the Interview.**

- \* The above vacancies are provisional and subject to variation. The Director, NIMHR, Sehore reserves the right to cancel/increase/vary the vacancies. The cut-off date to determine the maximum age limit, essential qualifications & experience will be the last date of submission of application. The period of experience wherever prescribed shall be counted after obtaining the prescribed essential qualifications.
- \* The remuneration will be consolidated in nature as determined by the competent authority.

## Other Terms and Conditions

- i. A fixed monthly amount shall be admissible and the remuneration may be regulated as per the terms and conditions of the contract. No other allowances will be admissible.
- ii. Annual increment@3% shall be allowed during the term of the contract.
- iii. Paid leave of absence may be allowed @ 1.5 days for each completed month of service.
- iv. The term of appointment shall ordinarily be for an initial period not exceeding 3 years. Beyond 3 years it may be extended with the approval of GC of NIMHR, Sehore, provided in no case shall it be extended beyond 5 years.
- v. For Sr. No. 01&02 the contract can be renewed up to total 3 years (on yearly basis) based on the requirement & performance appraisal which is to be initiated by Director, NIMHR, Sehore and to be reviewed by Joint Secretary and/or chairperson, Executive Council of NIMHR, Sehore.
- vi. For Sr. No. 03 - 10, the contract can be renewed up to total 3 years (on yearly basis) by Director, NIMHR, Sehore based on the requirement and performance appraisal by a committee constituted by the Director, NIMHR, Sehore.
- vii. The contractual appointment would be on full time basis and they would not be permitted to take up any other commercial assignment during the period of consultancy.
- viii. The validity of the contract is subject to verification of character and antecedents of the candidate being found fit for the employment.
- ix. The engagement of Consultant/contractual staff can be terminated by the competent authority at any time without assigning any reasons thereof by giving 30 days notice. However, in case a Consultant/contractual staff wishes to resign, he can resign by giving 30 days advance notice or remuneration in lieu thereof before resigning from the engagement.
- x. Tenure of appointment on contract of retired employees should be maximum upto age of 65 years.