



राष्ट्रीय फैशन प्रौद्योगिकी संस्थान
National Institute of Fashion Technology
स्थापना विभाग, निफ्ट मुख्यालय
Establishment Department, NIFT Head Office
हौज़ खास, नई दिल्ली
Hauz Khas, New Delhi NIFT Head Office

F.No. NIFT-HO/AA/1/2024 (PART-I)

16.08.2024

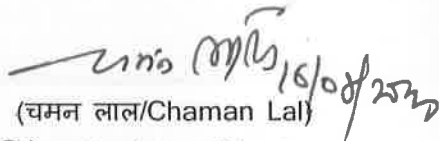
सूचना / NOTICE

Subject: Engagement of 04 Young Professionals in NIFT
Reference: Advertisement No. 01/Estt./NIFT-HO/2024-25

Candidates are informed that selection process / personal interview will take place at 11:00 AM on 20th August, 2024 in the Board Room, NIFT Head Office, NIFT Campus Hauz Head Office, Near Gulmohar Park, New Delhi – 110016 .

Therefore, candidates are requested to report at the venue at 10:30 AM on 20th August, 2024.

2. For any queries, please feel free to contact at 011-26542009


(चमन लाल/Chaman Lal)
सहायक निदेशक/Assistant Director



राष्ट्रीय फैशन प्रौद्योगिकी संस्थान
National Institute of Fashion Technology
(A Statutory Institute governed by the NIFT Act 2006 and set up in 1986 under the Ministry of Textiles, Govt. of India)
निफ्ट कैम्पस, हौज़खास, निकट गुलमोहर पार्क, नई दिल्ली – 110016
NIFT Campus, Hauz Khas, Near Gulmohar Park, New Delhi-110016

Advt. No. 01/Estt./NIFT-HO/2024-25

Last date for receipt of applications: 19.08.2024

SUBJECT: ENGAGEMENT OF YOUNG PROFESSIONALS (YPs) ON SHORT TERM CONTRACT BASIS IN NIFT

1. ABOUT NIFT:

Set up in 1986, NIFT is the pioneering institute of fashion education in the country and has been in the vanguard of providing professional human resources to the textile and apparel industry. Over the years, NIFT has also been working as a knowledge service provider to the Union and State Governments in the area of design development and positioning of handlooms and handicrafts.

2. INTRODUCTION:

National Institute of Fashion Technology (NIFT) invites Expressions of Interest (EOI) from eligible candidates for the position “**Young Professionals**” in various categories. This EOI aims to identify and shortlist candidates who can contribute in NIFT possessing the following desirable attributes :-

- Excellent communication skills, both oral and written.
- Ability to work in teams and exhibit leadership qualities.
- Ability to handle social media.
- Strong analytical and computer skills.
- Research and presentation skills with the ability to generate a well-researched and written report.
- Experience in collection, compilation, and analysis of statistical data, and preparation of reports/ reviews/ notes/ briefs, etc.
- Ability to identify and mobilize crucial stakeholders.
- Project management and planning skills.
- Passion and commitment to work towards the upliftment of the industry link.

3. Applications are invited for engagement of Young Profession for the following position:

Category	Required	Educational Qualification	Experience
YP Category-I (Senior Data Analyst)	01	Bachelor's Degree in Computer Application / Computer Science / Information Technology from recognized University / Institution.	Minimum of 8 years of experience in deep knowledge of IT infrastructure and systems.
YP Category-II (Coordinator for social media)	02	Bachelor's degree from recognized University / Institution	Minimum of 4 years of experience in compilation / coordination of electronic data / management of social media records / secretarial assistance in social media matters in Govt. / Semi-Govt. / PSUs / reputed private bodies.

YP Category-III (Senior Graphic Designer)	01	Bachelor of Fine Arts (BFA) from a recognized university.	<ul style="list-style-type: none"> Minimum of 8 years of professional experience in graphic design in Govt / Semi-Govt / PSUs / reputed private bodies
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- **Upper age limit:** Not exceeding 45 years on the closing date of receipt of applications.
- **Place of Posting:** Any of the locations where NIFT centre is located

4. Tenure of Appointment:

The initial contract period of the YPs will be 1 year, extendable by another year based on the performance review at the end of 1st year. Thus, the maximum contract of a YP is 2 years. The contract can be terminated by either party with a prior notice of one month.

No work experience letter will be given in case the YP leaves of his/her own accord before completing 1 year at NIFT.

5. Compensation, Benefits & Entitlements for YPs

- **Remuneration:** Per month with annual increment of 5% for the following categories of Young Professional. The remuneration will be inclusive of all applicable taxes and no other facility or allowance will be allowed.
 - For Category-I: Rs. 60,000/-
 - For Category-II: Rs. 55,000/-
 - For Category-III: Rs. 50,000/-
- **TA/DA:** As applicable to NIFT Employee in Level-10

6. Working Hours and Leave:

- Working Hours shall normally be from 9.00 AM to 5.30 PM during working days including half an hour lunch break in between. However, in exigencies of work, YPs may be required to sit late and may be called on Saturday / Sunday and other holidays also. Such late sitting or working on close holidays on exigencies will not attract any additional remuneration.
- Paid leave shall be granted at the rate of 1.5 days for each completed month. Accumulation of leave beyond calendar year will not be allowed. Moreover, the absence up to one month for any valid reason will be considered without remuneration.
- Apart from above, the women YPs may be eligible for maternity leave as per the maternity Benefit (Amendment) Act, 2017 issued by Ministry of Labour & Employment vide letter No. S-36017/0302015-ss-I dated 12th April, 2017.

IMPORTANT INSTRUCTIONS

- 1) **No TA/DA** is permissible for participating in the selection process.

2) Any discrepancy found between the information given in application and as evident in original documents will make the candidate ineligible for appearing in the selection process.

3) **SELECTION PROCESS:**

- Initial Screening: Evaluation of submitted documents to ensure candidates meet the eligibility criteria.
- Shortlisting: Shortlisted candidates will be invited for an interview and presentation of their portfolio.
- Interview: Evaluation of candidates' design skills, experience, and suitability for the role.
- Final Selection: The final decision will be based on the overall assessment of the candidate's qualifications, experience, and performance in the Presentation and Personal interview or any other Selection criteria fixed by the NIFT / Selection Committee. The decision of NIFT shall be final.

The dates and mode of Presentation / Interview will be communicated through email to the shortlisted candidates. The mode of interview / interaction may be either offline or through online mode which will be at the sole discretion of the Competent Authority.

4) **IMPORTANT DATES:**

Last date for receipt of application : 19-08-2024

Date of Interview & presentation : 20-08-2024

Declaration of Result : 21-08-2024

5) Suppression of factual information, production of fake documents, providing false or misleading information or any other undesirable action by the candidate shall lead to cancellation of his/her candidature.

6) In case, any defect/discrepancy is detected at any point of time in future even after appointment that the candidate is not eligible as per the prescribed qualification, experience, etc. which could not be detected at the time of test /interview due to various circumstances, his/her appointment shall be liable for termination forthwith without any notice.

7) The decision of the NIFT in all matters relating to eligibility, acceptance or rejection of applications, mode of selection, conduct of interview will be final and binding on the candidates.

8) Canvassing in any form and / or bringing any influence political or otherwise will be treated as a disqualification for the post.

9) **NO INTERIM ENQUIRY OR CORRESPONDANCE WILL BE ENTERTAINED.** Candidates are advised to visit NIFT website for updates.

10) The Institute reserves the right to modify/ withdraw the notification at any time. The Institute also reserves the right to reject any or all the applications without assigning any reasons thereof.

- 11) All correspondence and communication from the Institute including interview/interaction letter, if any, shall be sent only to the e-mail address provided by the applicant in the application form or uploaded on NIFT website www.nift.ac.in
- 12) **Any addendum/corrigendum shall be posted only on the website of the Institute or will be informed by email.**
- 13) **Confidentiality:** All information provided by applicants as part of the EOI process will be treated as confidential and used solely for the purpose of selection.
- 14) **HOW TO APPLY:** Candidates are advised to submit their **CVs** and the **application in the prescribed format attached below** along with relevant documents self-attested copies in support of qualification, experience, age, etc. addressing to :-

Shri Chaman Lal

Assistant Director,

Room No. 3, Recruitment Cell, Establishment Department,

NIFT Campus, Hauz Khas, Near Gulmohar Park, New Delhi- 110016” on or before

19th August, 2024 either by post **OR email at recruitmentcell.niftho@nift.ac.in**

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निफ्ट कैम्पस, हाऊज़ास, निकट गुलमोहर पार्क, नई दिल्ली – 110016

NIFT Campus, Hauz Khas, Near Gulmohar Park, New Delhi-110016

APPLICATION FOR RECRUITMENT OF YOUNG PROFESSIONALS (YPs)

(All the columns are to be filled neatly in capital letters)

(Please tick appropriate brackets below as applicable)

Affix your recent
passport size
photograph duly self
attested
by signing across in
full

Advt. No.: 01/Estt./NIFT-HO/2024-25		Post Applied for: YOUNG PROFESSIONALS (YP) AS _____			
1.	Name (In block Letter)				
2.	Gender Male () Female () Transgender ()				
3.	Father's /Husband's Name				
4.	Whether Citizen of India Yes () No ()				
5.	Date of Birth				
6.	Age as on closing date of application				
7.	Community * (Tick and enclose Attested copy of the certificate) SC () ST () OBC () PWD () UR () EWS ()				
8.	Correspondence Address				
9.	Permanent Address				
10.	Contact Details				Phone no. Email ID.
11.	Educational Qualifications (Starting from highest qualification to lowest commencing with Matriculation or equivalent examination) Self attested certificates to be enclosed.				
Sl. No.	Examination/ Degree/Diploma	Name of the College / University / Institute	Year of Passing	Subjects / Specialisation	Percentage of Marks

12.	Work Experience (If Any,) starting from the present employment: (Furnish self-attested supporting documents)						
	Name and Address of the Employer	Types of organization (Government / Autonomous / Private etc.)	From	To	Designation	Pay Scale (CTC) / Level	Nature of work
13.	Joining time required from the date of offer of appointment, if selected			Minimum:			
				Maximum:			
14.	Details of Honours, Awards etc. (Furnish supporting documents)						
15.	Any other relevant information						
16.	List of enclosures:						

17. Please enclose an Statement of Purpose (SOP) not exceeding 500 words covering the following:

- a) Why do you wish to join NIFT?
- b) Why do you think you are suitable for the job?
- c) How will you bring value to job that you have applied for?

Declaration

I hereby declare that all the statements made in this application are true and complete to the best of my knowledge and belief and nothing has been concealed /distorted. I am aware that if at any time I am found to have concealed/withheld/distorted any material, information, or furnished false particulars, my appointment is liable to be summarily terminated without notice.

Place:

Signature of the Candidate

Date:

(Name of the Candidate)