



राष्ट्रीय प्राकृतिक चिकित्सा संस्थान  
NATIONAL INSTITUTE OF NATUROPATHY  
(Ministry of Ayush, Govt. of India)  
'Bapu Bhavan', Matoshree Ramabai Ambedkar Road,  
Pune- 411 001.  
Website:- [www.ninpune.ayush.gov.in](http://www.ninpune.ayush.gov.in)

**VACANCY NOTIFICATION NO.**

Online Applications are invited for Direct Recruitments to the 03 Regular Posts and 39 Contractual positions. These Posts are for National Institute of Naturopathy, Pune. All Details of the Posts are available in the Website of the Institute: [www.ninpune.ayush.gov.in](http://www.ninpune.ayush.gov.in)

Submission of Online Application will start from 19<sup>th</sup> January 2024 (tentatively) The Last Date for submitting Online Application is 18<sup>th</sup> February 2024 at 5.00 pm

**Note: Candidate has to submit online application separately for each post.**

**Payment to be made for each post separately.**

**No Fees to be paid for Contractual position**

**Director**

**National Institute of Naturopathy, Pune**  
**VACANCY NOTIFICATION NO.**

Applications are to be filled Online only in NIN Website <https://ninpune.ayush.gov.in/> from 19<sup>th</sup> January 2024 (tentatively)

The Closing Date is **18<sup>th</sup> February 2024 5:00 PM**  
These Posts are for NIN Pune

**1. Eligibility criteria for the various Regular Vacant Post at NIN, Pune**

1.	Name of the Post	<b>Accountant</b>
2.	No. of Posts	1 (Unreserved)
3.	Pay Scale	Level 6 in the pay matrix (Rs. 35400-112400)
4.	Age as on closing date	Maximum 35 years,
5.	Educational and other Qualifications required for the post	<p style="text-align: center;"><b><u>ESSENTIAL</u></b></p> <p>i. B.Com from a recognized University.</p> <p>At least 5 years experience in Govt./ Semi Govt/Autonomous Bodies/Public Sector Undertaking of repute dealing with budget, maintenance of accounts, preparation of bills etc.</p> <p style="text-align: center;">Or</p> <p>1. Graduate from a recognized University 2. Passed S.A.S. Examination of CAG of India/ JAO (C) Exam. 3. About 5 years experience in an audit office/ Department of Central/ State Govt.</p> <ul style="list-style-type: none"><li>Note:- the Departmental Candidates possessing qualifications and experience prescribed for direct recruitment will be considered alongwith other candidates and in events of their selection the appointment will be treated as Promotion.</li></ul>

1.	Name of the Post	<b>Lower Division Clerk (LDC)</b>
2.	No. of Posts	01 (Unreserved)
3.	Pay Scale	Level-2 in the pay Matrix (Rs. 19900-63200)
4.	Age as on closing date	Between 18 to 25 years (Relaxable as per Govt. of India Rules issued from time to time)
5.	Educational and other Qualifications required for the post	<p>1) 12<sup>th</sup> pass or equivalent qualification from a recognized board or university.</p> <p>2) Skill test norms:-Typing speed on computer @ 35 words per minute in English or 30 words per minute in Hindi.</p>

1.	Name of the Post	<b>Multi-Tasking Staff (MTS)</b>
2.	No. of Posts	02 (Unreserved)
3.	Pay Scale	Level 1- in the pay Matrix (Rs. 18000-56900)
4.	Age as on closing date	Between 18 to 25 years ) (Relaxable as per Govt. of India Rules issued from time to time)
5.	Educational and other Qualifications required for the post	<b>Essential:</b> Matriculation or equivalent pass or ITI pass from any Govt. recognized Board.

## 2. Eligibility criteria for the various 39 Vacant Contractual Positions at NIN, Pune

1.	Name of the Post	<b>Radiologist/Sonologist/Pathologist</b>
2.	No. of Posts	1
3.	Remuneration per month	Rs. 47000/- Consolidated
4.	Age as on closing date	Not exceeding - 40 Years,
5.	Educational and other Qualifications required for the post	1. MBBS Graduate with Diploma or MD in radiology/sonology/pathology or other similar courses that have been recognized by NMC

1.	Name of the Post	<b>Physio Therapist</b>
2.	No. of Posts	1
3.	Remuneration per month	Rs. 38000/- Consolidated
4.	Age as on closing date	Not exceeding - 40 Years,
5.	Educational and other Qualifications required for the post	i) Bachelor's degree in physiotherapy from a recognized University. (ii) Two years practical experience in Physiotherapy from a Government Hospital or private Hospital with at least hundred beds. Desirable:- Masters degree in physio therapy in any branch from a recognized university or institution.

1.	Name of the Post	<b>Medical Social Worker</b>
2.	No. of Posts	1
3.	Remuneration per month	Rs. 30000/- Consolidated
4.	Age as on closing date	Not exceeding - 40 Years,
5.	Educational and other Qualifications required for the post	i) Bachelors' degree in Sociology or Social Work or Science from a recognized University or Institute; and ii) Two years experience in Medical social Work  Desirable: (a) Masters Degree in Sociology or Social Work with specialization in Medical Social Work from a recognized University or Institute. (b) Two years Diploma in Social Work from recognized University or Institution.

1.	Name of the Post	<b>Staff Nurse</b>
2.	No. of Posts	1
3.	Remuneration per month	Rs. 22000/- Consolidated
4.	Age as on closing date	Not exceeding - 40 Years,
5.	Educational and other Qualifications required for the post	<p><b>Qualifications :</b></p> <p>(i) B. Sc. (Hons.) Nursing/B.Sc. Nursing from an Indian Nursing Council recognized Institute or University;</p> <p style="text-align: center;">OR</p> <p>(i) B.Sc.(Post-certificate)/Post Basic B. Sc. Nursing from an Indian Nursing Council recognized Institute or University;</p> <p>(ii) Registered as Nurses &amp; Midwife in State/Indian Nursing Council</p> <p style="text-align: center;">OR</p> <p>(i) Diploma in General Nursing Midwifery from an Indian Nursing Council recognized Institute/Board or Council;</p> <p>(ii) Registered as Nurses &amp; Midwife in State/Indian Nursing Council;</p> <p>(iii) Two years' experience in minimum 50 bedded Hospital after acquiring the educational qualification mentioned above.</p>

1.	Name of the Post	<b>Nursing Assistant</b>
2.	No. of Posts	2
3.	Remuneration per month	Rs. 22000/- Consolidated
4.	Age as on closing date	Not exceeding - 40 Years,
5.	Educational and other Qualifications required for the post	<p>i) Matriculation ( 10th ) board and pass from recognized board</p> <p>ii) First Aid certificate from central or state government recognized institution and</p> <p>iii) One year experience in hospital work in 50 bedded hospital.</p>

1.	Name of the Post	<b>Lab Technician</b>
2.	No. of Posts	1
3.	Remuneration per month	Rs. 22000/- Consolidated
4.	Age as on closing date	Not exceeding - 40 Years,
5.	Educational and other Qualifications required for the post	<p>1. 10+2 from a recognized board or equivalent;</p> <p>2. Medical laboratory technology certificate from recognized institute.</p> <p>3. 3 years working experience in a recognized indoor hospital.</p>

1.	Name of the Post	<b>Nature Cure Therapist</b>
2.	No. of Posts	12
3.	Remuneration per month	Rs. 22000/- Consolidated
4.	Age as on closing date	Not exceeding - 40 Years,
5.	Educational and other Qualifications required for the post	<p><b>Essential:</b></p> <p>(a) Treatment Assistant Training Course (TATC) of one year's duration from NIN or CCRYN</p> <p>(b) One year work experience after TATC in Naturopathy Hospital/ Institute/ Organization.</p> <p><b>OR</b></p> <p>(a) Nursing Diploma in Naturopathy &amp; Yoga Therapy (NDNYT) Course from NIN, Pune</p> <p>(b) Similar Certificate or Diploma of not less than one year duration from a Govt. Institute or College; and</p> <p>(c) One Year work experience in Naturopathy hospital of minimum 10 beds after Certificate or Diploma Course.</p> <p><b>Desirable:</b></p> <p>1. Proficiency in Hindi and English languages.</p> <p>2. Knowledge of Computer operation.</p>

1.	Name of the Post	<b>Plumber</b>
2.	No. of Posts	1
3.	Remuneration per month	Rs. 18000/- Consolidated
4.	Age as on closing date	Not exceeding - 40 Years,
5.	Educational and other Qualifications required for the post	<p>1. Passed Matriculation or equivalent from recognized a board/university;</p> <p>2. Certificate in Plumber Trade from an industrial Training institution.</p> <p>3. Two years working experience as plumber in a hospital or organization of repute.</p>

1.	Name of the Post	<b>Electrician</b>
2.	No. of Posts	1
3.	Remuneration per month	Rs. 18000/- Consolidated
4.	Age as on closing date	Not exceeding - 40 Years,
5.	Educational and other Qualifications required for the post	<p>1. Higher Secondary from a recognized board.</p> <p>2. Pass in fitter/ Electrician's Trade Examination conducted by Industrial Training Institute or equivalent examination.</p> <p>3. Experience as a fitter or electrician for one year.</p>

1.	Name of the Post	<b>Laundry Attendant</b>
2.	No. of Posts	1
3.	Remuneration per month	Rs. 18000/- Consolidated
4.	Age as on closing date	Not exceeding - 40 Years,
5.	Educational and other Qualifications required for the post	<p><b>Essential:</b></p> <p>10+2 from a recognized board.</p> <p>ii) 5 years working experience as Laundry Supervisor Attendant in a reputed Hospital/ institution.</p>

1.	Name of the Post	<b>Gardener</b>
2.	No. of Posts	2
3.	Remuneration per month	Rs. 18000/- Consolidated
4.	Age as on closing date	Not exceeding - 40 Years,
5.	Educational and other Qualifications required for the post	1. SSC or equivalent from a recognized board. 2. Three (3) years experience in maintenance of lawns and other operations like gardening / horticulture , raising of nurseries in organisations of repute 3. Should have obtained Nursery training from state Govt.

1.	Name of the Post	<b>Helper (Aya Ward Boy)</b>
2.	No. of Posts	4
3.	Remuneration per month	Rs. 18000/- Consolidated
4.	Age as on closing date	Not exceeding - 40 Years,
5.	Educational and other Qualifications required for the post	1. SSC or equivalent from a recognized board. 2. Three (3) years working experience as Ward boy/ Aya in a hospital.

1.	Name of the Post	<b>Caretakers (Warden)</b>
2.	No. of Posts	1
3.	Remuneration per month	Rs. 25000/- Consolidated
4.	Age as on closing date	Not exceeding - 40 Years,
5.	Educational and other Qualifications required for the post	<b>Essential:</b> i) A degree from a recognized University. ii) 3years experience working in a Medical College/Hospital of repute. <b>Desirable:-</b> 1. PG Diploma in Material Management/Management from a recognized Board/Institute.

1.	Name of the Post	<b>Office Assistant (Admn/Stores/Accounts)</b>
2.	No. of Posts	1
3.	Remuneration per month	Rs. 20000/- Consolidated
4.	Age as on closing date	Not exceeding - 40 Years,
5.	Educational and other Qualifications required for the post	i. Graduate from any discipline from a recognized university ii. should have good communication and interpersonal skills iii. Knowledge of computer applications such as MS- Word, MS- Excel and Power point.

1.	Name of the Post	<b>Driver</b>
2.	No. of Posts	2
3.	Remuneration per month	Rs. 20000/- Consolidated
4.	Age as on closing date	Not exceeding - 40 Years,
5.	Educational and other Qualifications required for the post	<p><b>Essential:</b></p> <p>1. 10<sup>th</sup> Passed</p> <p>2. Valid Driving License for Light and heavy vehicles.</p> <p>3. Minimum 3 years experience in Driving and Maintenance of light and heavy Vehicles.</p>

1.	Name of the Post	<b>Receptionist</b>
2.	No. of Posts	2
3.	Remuneration per month	Rs. 20000/- Consolidated
4.	Age as on closing date	Not exceeding - 40 Years,
5.	Educational and other Qualifications required for the post	<p><b>Essential:</b></p> <p>i) Should be a graduate in any discipline from a recognized University..</p> <p>ii) Should have 5 years working experience as Receptionist in a reputed Hospital/Institute of a repute.</p> <p>ii) Should have working knowledge of computer such as MS – Office.</p>

1.	Name of the Post	<b>Fire and Security Officer</b>
2.	No. of Posts	1
3.	Remuneration per month	Rs. 38000/- Consolidated
4.	Age as on closing date	Not exceeding - 40 Years,
5.	Educational and other Qualifications required for the post	<p><b>Essential :</b></p> <p>1. Bachelors Degree with at least 55% of the Marks.</p> <p>2. Knowledge of computer applications like Word, Excel, Power Point etc.</p> <p>(i) Must have abled body and good physique with 3 years relevant experience</p> <p>(ii) Ex-servicemen with armed forces or retired employees of Central Police Organizations of JCO rank or equivalent with a valid arms license would be preferred.</p> <p><b>Desirable:</b></p> <p>1) Diploma in Security Management.</p> <p>2) Working experience in Central / State Govt. or similar organized services /Semi-Govt. / PSU / Govt. Autonomous organizations /Govt. Universities / Govt. Institutes of national importance.</p>

1.	Name of the Post	<b>Library Assistant</b>
2.	No. of Posts	1
3.	Remuneration per month	Rs. 21000/- Consolidated
4.	Age as on closing date	Not exceeding - 40 Years,
5.	Educational and other Qualifications required for the post	<p><b>Essential:-</b></p> <ol style="list-style-type: none"> <li>1. Bachelor's Degree in Library Science or Library and Information Science from a recognized University.</li> <li>2. Two years' professional experience in a Library of Central/State Government/Autonomous or Statutory organization/Education institution.</li> </ol> <p><b>Desirable:-</b></p> <ol style="list-style-type: none"> <li>1. Diploma in Computer Applications from a recognized University or Institute.</li> </ol>

1.	Name of the Post	<b>Medical Record Keeper</b>
2.	No. of Posts	1
3.	Remuneration per month	Rs. 21000/- Consolidated
4.	Age as on closing date	Not exceeding - 40 Years,
5.	Educational and other Qualifications required for the post	<p><b>Essential:</b></p> <ol style="list-style-type: none"> <li>i) Must have passed 12<sup>th</sup> Standard or equivalent from a recognized Board.</li> <li>ii) Diploma in material management from a recognized institute.</li> </ol> <p style="text-align: center;">OR</p> <ol style="list-style-type: none"> <li>iii) Degree from a recognized University</li> <li>iii) 5 years' experience in handling Hospital/Medical records in a reputed institution.</li> <li>iv) Working knowledge of computer operation.</li> </ol>

1.	Name of the Post	<b>Store Keeper</b>
2.	No. of Posts	2
3.	Remuneration per month	Rs. 19000/- Consolidated
4.	Age as on closing date	Not exceeding - 40 Years,
5.	Educational and other Qualifications required for the post	<p><b>Essential:</b></p> <ol style="list-style-type: none"> <li>1. Degree from any recognized University</li> <li>2. Diploma in material management and inventory control from a recognized institute.</li> <li>2. 5 years experience of procurement / Inspection Maintenance /Custody /Accounting of Stores and verification of Stores in a well established stores organization in Govt./ Semi-Govt/Industry/Hospital</li> <li>3. Knowledge of Computer</li> </ol> <p><b>Desirable:</b></p> <ol style="list-style-type: none"> <li>1. Certificate/Diploma in Purchasing, Store Keeping and Stock</li> <li>2. Experience of working in Hospital / Medical College</li> </ol>



## **IMPORTANT INFORMATION & INSTRUCTIONS**

**Applications are to be filled Online only in our Website <https://ninpune.ayush.gov.in/> from 19<sup>th</sup> January 2024**  
(tentatively)

**Note: Candidate has to submit online application separately for each post.**

1. The Applicant must be a Citizen of India.
2. **MINIMUM ESSENTIAL QUALIFICATIONS:** 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 at least the essential qualifications laid down for various posts. No enquiry asking for advice as to eligibility will be entertained.

NOTE-I : The prescribed essential qualifications are the minimum and the mere possession of the same does not entitle candidates to be called for interview.

NOTE-II: IN THE EVENT OF NUMBER OF APPLICATIONS BEING LARGE, INSTITUTE WILL ADOPT SHORT LISTING CRITERIA TO RESTRICT THE NUMBER OF CANDIDATES TO BE CALLED FOR INTERVIEW TO A REASONABLE NUMBER BY ANY OR MORE OF THE FOLLOWING METHODS:

- (a) "On the basis of Desirable Qualification (DQ) or any one or all of the DQs if more than one DQ is prescribed".
- (b) On the basis of higher educational qualifications than the minimum prescribed in the advertisement.
- (c) On the basis of higher experience in the relevant field than the minimum prescribed in the advertisement.
- (d) By counting experience before or after the acquisition of essential qualifications.
- (e) By invoking experience even in cases where there is no experience mentioned either as Essential Qualification (EQ) or as Desirable Qualification (DQ).
- (f) By holding a Recruitment Test. Generally, weightage in the ratio of 60:40 is accorded for marks in Recruitment Test and for marks in interview in determining final merit.

THE CANDIDATE SHOULD, THEREFORE, MENTION ALL HIS/HER QUALIFICATIONS AND EXPERIENCE IN THE RELEVANT FIELD OVER AND ABOVE THE MINIMUM QUALIFICATIONS.

3. The minimum experience will be considered as on the closing date of receipt of applications. The number of years of experience stated should be supported by evidence of proper employment or experience certificate issued by the authorities from the respective employers.
4. The Caste/EWS Certificate should be in the manner and Form prescribed by the Central Govt. only. All such Certificates should be of the current year failing which the Application is liable to be rejected summarily.
5. The age Relaxations are as per provisions laid down by Govt. of India.
6. The crucial date for determining the Age Limit for all Applicants will be 18<sup>th</sup> February 2024.
7. The Pay Scales in NIN carry usual Allowances admissible under Central Government Rules and applicable in the Institute.

8. New Pension Scheme of Government of India is applicable to the Candidates selected for the Posts in this Recruitment for Regular posts.
9. Applicants already in Central/State Govt. Service like Offices/Organisations/Institutes/University etc. must upload No Objection Certificate and Vigilance Certificate from Employer on or before the date of Interview.
10. The Closing Date for Form Filling by Online is 18<sup>th</sup> February 2024 5:00 PM.
11. The following Application Processing & Intimation Fee is payable with each Application. Applicants belonging to Physically Handicapped and Ex-Servicemen need not pay the Application Processing & Intimation Fee.

Name of Post	For General & OBC Applicants	For SC, ST, EWS Applicants
Accountant	Rs. 500/-	NIL
LDC	Rs. 500/-	NIL
MTS	Rs. 500/-	NIL

12. The Fees once remitted will not be refunded in any case, including rejection of Application.
13. The Institute will not be responsible for any delay in filling of the Application in the Portal due to any reason, whatsoever.
14. The Institute reserves the right to increase or decrease the number of vacancies, to withdraw the vacancy of any or all the Posts and to reject any or all applications without assigning any reason thereof, whatsoever.
15. The Institute reserves the right to make any criteria for Selection/Interview, amendment, cancellation or changes pertaining to this Vacancy Notification in whole or part thereof without assigning any reason thereof, whatsoever.
16. Details about the Selection Processes like Screening Tests, Descriptive Tests, etc. will be notified on the Website.
17. Applicants should note that all Information about Screening Tests, Descriptive Tests or any other Test, Syllabus, Duration of the Tests, Marks, List of Candidates Called for such Tests, their Roll No., Date of the Tests, Centre Allotted for the Tests etc. will be posted only on the Website of the Institute.
18. Candidates should watch Institute Website frequently and regularly for any information/notice/updates etc. that may be posted on the Website, from time to time.
19. Admit Card to the eligible Candidates for Screening Tests, Descriptive Tests etc. will be posted on the Portal and should be downloaded by the Candidates. Admit Cards will not be sent by Post or by any other means.
20. **Any further information, corrigendum, notice, order, amendment etc. regarding this Vacancy Notification will be displayed and posted only on the Website of the Institute and will not be published in Employment News or Newspapers. Therefore, candidates are advised to watch our Website regularly and frequently for updates and information.**
21. **Videography and Photography of all the Applicants appearing in the Screening Tests, Interview etc. will be taken on the occasions for verification and authentication. Any candidate skipping and refusing Videography/Photography, for any reason or on any ground, will not be permitted to appear in the Screening Tests/Interview.**

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