



**National Institute of Food Technology Entrepreneurship and Management (NIFTEM),
Kundli, Sonapat, Haryana**

GENERAL INSTRUCTIONS

- 1. The eligible and interested persons are required to apply online in the format available on the NIFTEM's website www.niftem.ac.in. Only online applications will be accepted.**
- 2. Applicants are requested to kindly upload the photograph, scanned copies of all certificates, mark sheets, evidence of teaching, research, NOC from the employer, M.A., M.Phil, Ph.D., NET certificates, copies of reprints of published articles, certificate containing the record of date of birth, caste certificate etc.**
- 3. Incomplete application form without scanned signatures and other documents shall be summarily rejected. NIFTEM shall not entertain any correspondence in case of incomplete information and evidences.**
- 4. NIFTEM reserves the right to:**
 - (i) Draw panel(s) for future appointment(s) in the event of non-joining of candidate (s) within the stipulated time.
 - (ii) Conduct interview through Skype for candidates applying from abroad or from PH category at their request.
 - (iii) Not to fill up any of the advertised position(s).
- 5. No correspondence regarding consideration of late applications will be entertained.**
- 6. Qualifications and other conditions applicable are subject to UGC Regulations, 2018 and AICTE Notification 1st March, 2019 as amended from time to time.**
- 7. (a) The period spent by the candidates to acquire M.Phil. and/ or Ph.D. Degree shall not be considered as research experience.**
(b) As per the UGC communication dated 1st March, 2016, a certificate from the employer has to be submitted mentioning that *the period of active service spent on pursuing Research Degree i.e. for acquiring Ph.D. degree simultaneously without taking any kind of leave may be counted as teaching experience for the purpose of direct recruitment/promotion to the post of Associate Professor and above.*
- 8. Relaxation in educational qualifications, experience, age, etc. to the reserved category candidates will be permissible as per UGC/Government of India rules.**
- 9. SC/ST Caste Certificate issued to the candidate by the competent authority should be in the format prescribed by Government of India for this purpose.**
- 10. The candidates applying under PWD Category are required to submit the Disability Certificate issued by the competent authority in the format prescribed the Government of India for this purpose.**
- 11. The Reservation to OBC candidates shall be applicable as per the directives of the Government of India amended from time to time. Candidates shall upload recent OBC caste certificates issued from a competent authority particularly with reference to non-creamy layer.**

The candidates who are not in the Central list of OBC shall not apply for the post(s) reserved for OBC and if at any stage, it is found that the OBC certificate is not valid, the candidature shall stand cancelled and appointment made, if any, shall be terminated with immediate effect without any further notice.

12. The prescribed essential qualifications are the minimum and the mere possession of the same does not entitle candidates to be called for interview. Where the number of applications received in response to an advertisement is large and it will not be convenient or possible to interview all the candidates, NIFTEM, at its discretion, may restrict the number of candidates to a reasonable limit on the basis of qualifications/experience higher than the minimum prescribed in the advertisement.
13. Advt. No., Post number and post applied for should be clearly indicated in the online application form. Candidates must ensure the same before applying online.
14. Separate online Application Form is required to be filled up for each post to be accessed from NIFTEM website: www.niftem.ac.in.
15. **Those already in Government service should submit the scanned copy of the NOC while filling the application form online.**
 - (a) Candidates applying for various faculty positions should go through the essential qualifications and other instructions carefully before applying and also upload scanned copies of all evidences in support of their claims.
 - (b) Research Score for journals may be claimed on the basis of whether papers are published in refereed journals or other reputed journals as per UGC Regulations, 2018.
16. The eligibility of the candidates will be determined on the basis of qualifications/experience/publications etc. acquired by them upto the last date fixed for receipt of online applications.
17. NIFTEM reserves the right to modify/withdraw/cancel any communication made to the candidate(s) at any stage in the process of selection in case any inadvertent mistake is detected even after issue of appointment letter.
18. The NIFTEM shall verify the antecedents or documents submitted by a candidate at any time of appointment or during the tenure of the service. In case, it is detected that the documents submitted by the candidates are fake or the candidate has undesirable/clandestine antecedents and has suppressed any information, then his/her service shall be terminated.
19. The advertisement and online application form shall be uploaded on the NIFTEM website and the **last date for submission of applications completed in all respects shall be 08/10/2019.**
20. NIFTEM reserves the right to alter/insert any corrections/additions in the advertisement/website in the event of any typographical error etc. before the last date prescribed for the receipt of applications, for which the candidates are advised to be in the lookout for announcements in the website: www.niftem.ac.in.
21. The applicants are requested to submit the application online along with all the prescribed documents/evidences within the time line.
22. An undertaking to be given by the candidate mentioning that ***'the publications submitted by them are free from any plagiarism and if any plagiarism is found later, their candidature/selection shall stand rejected/cancelled'***.

23. As per the UGC communication dated 21st September 2016, *“if the M.Phil/Ph.D. degree is awarded by a Foreign University, the Indian Institution considering such a degree shall refer the issue to a Standing Committee constituted by the concerned institution for the purpose of determining the equivalence of the degree awarded by the foreign University”*.
24. In case of any difficulty in submitting online application please contact at numbers provided on the website.
25. *The candidates who have applied earlier for teaching position(s) with reference to Rolling Advt. No. N/S/K/1546/2018 dated 24.04.2018 are required to apply afresh as per the New UGC Regulations, 2018. Those who fail to apply afresh will have no claim whatsoever for consideration for the post(s) applied earlier.*

No request for change of post(s) and update of new information in the application form will be entertained after the last date of application.

Only SMS alert/email shall be sent for calling the shortlisted candidates for interview.

Note:

- (i) **There is a Non-refundable application fee for Rs. 1000/- for General/OBC candidates and Rs. 500/- for SC/ST/EWS candidates. The same shall be paid online (Debit/Credit Card/Net Banking) while filling the online application form.**
- (ii) **There is no application fee for PWD candidates.**