



राष्ट्रीय होमियोपैथी संस्थान / **National Institute of Homoeopathy**
एक स्वायत्त संस्था / An Autonomous Institute
भारत सरकार / Govt. of India
आयुष मंत्रालय / Ministry of Ayush

Satellite Campus

Sector - A8,
Chaudhary Ramdev Chowk,
Narela, Delhi - 110040

Headquarters

ब्लॉक-जी.ई. सेक्टर-3 / Block-GE, Sector-III
साल्ट लेक, कोलकाता-700106 / Salt Lake, Kolkata-700106
फोन नं / Ph. No. 033-2337-0969/70

F. No: 8-411/NIH/Con. Eng/Kol/2025/ 289

दिनांक / Dated: 15/05/ 2025

Advertisement No. Con. Eng./03/2025

WALK IN INTERVIEW

National Institute of Homoeopathy, an Autonomous Institute under the Ministry of Ayush, Govt. of India, invites eligible Indian Citizens for Walk-in-Interview scheduled to be held on **28th May, 2025** at **National Institute of Homoeopathy (NIH), Academic Building, Block GE, Sector III, Salt Lake, Kolkata 700106** from **10:00 A.M. onwards**, for filling up of various posts on contract basis for a period of **one (01) year** or till filling up of the posts on regular basis or till further order whichever is earlier.

The details of posts and other criteria are mentioned below:

- 1. Library Information Assistant (02 Posts) consolidated remuneration of ₹ 35,400/- per month**

Essential Qualification:

1. Degree in Library Science from recognized university/institution.
2. Degree in any discipline from recognized university.
3. Qualified with a speed of 30WPM in type writing in Hindi/English.
4. Having done Computer Course from recognized Institute.

Training in library computerization.

Age limit:

Not exceeding 35 years as on the date of interview (relaxable up to 5 years for candidates belonging to SC/ST category and Govt. Autonomous Body Employees in accordance with the Orders issued by Govt. of India from time to time.)

- 2. Radiographer (01 Post) consolidated remuneration of ₹ 35,400/- per month**

Essential Qualification:

1. Degree in Science with Diploma or Certificate in Radiography from recognized institution/ university.
2. 06 years experience in relevant field in Govt/Autonomous/Hospital/Institution of Repute.

Age limit:

Not exceeding 28 years as on the date of interview (relaxable up to 5 years for candidates belonging to SC/ST category and Govt. Autonomous Body Employees in accordance with the Orders issued by Govt. of India from time to time.)

3. Junior Hindi Translator (01 Post) consolidated remuneration of ₹ 25,500/- per month**Essential Qualification:**

1. Degree in Hindi/English from a recognized university with English/Hindi respectively as ancillary subject.
2. At least one year diploma in Hindi Translation.
3. Qualified with a speed of 30 wpm in Hindi/English.

Desirable qualification:

Knowledge in computer preferably Certificate in Office Automation Course like MS Office from a recognized Institute.

Age limit:

Not exceeding 28 years as on the date of interview (relaxable up to 5 years for candidates belonging to SC/ST category and Govt. Autonomous Body Employees in accordance with Orders issued by Govt. of India from time to time.)

Terms & Condition:

- 1) The posts are purely on contract basis and the candidate does not hold any right to claim for permanent employment.
- 2) Tenure of the service will be initially for a period of **One (01)** year or till filling up of the posts on regular basis or till further order whichever is earlier.
- 3) The contract may be terminated at any time without assigning any reason.
- 4) No TA/DA/Local Conveyance/boarding-lodging charges will be admissible for attending the Walk-in-Interview.
- 5) Candidate should be ready to join immediately.
- 6) No correspondences will be entertained in this regard.
- 7) The duty hours of the posts mentioned above at SL No. 1 & 3 will be from 9:00 A.M. to 5:30 P.M. from Monday to Friday and for the post mentioned at SL No. 2 will be from Monday to Saturday. Sunday and gazetted holidays will remain holidays. Duty hours of Radiographer shall be allocated by DYMS or DYMS I/C. She/He may be required to work on holidays in case of exigency of work.
- 8) No other allowances will be paid apart from consolidated remuneration.
- 9) They will be entitled for 1.5 days leave on each completed calendar month calculated according to the English calendar.
- 10) The candidate should not have been convicted by any Court of Law.
- 11) Applications incomplete in any aspect will be summarily rejected.
- 12) In case any information given or declaration by the candidate is found to be false or if the candidate willfully suppresses any material information relevant to this appointment, he/she will be liable to be removed from the service or any action may be taken as deemed fit by the appointing authority.
- 13) Any corrigendum or revision of the advertisement or any other information regarding this recruitment will be posted on the official website of NIH, KOLKATA only in due course. Candidates are advised to visit our website regularly for updated information in this regard.
- 14) The decision of the Director is final & binding.

Director, NIH, Kolkata reserves the right to modify, amend or cancel the advertisement partially and/or fully without assigning any reason thereof and the same shall be published in the Institute website only. Director NIH, Kolkata reserves the right to cancel any and/or all the applications without assigning any reason thereof.

Interested eligible Indian candidates may appear for Walk-in-Interview with duly filled-up application in the prescribed proforma (Annexure-I) along with original and self-attested photo copies of all the relevant documents in support of their eligibility with one passport size photograph.

Sd/-
Director In-Charge.
NIH, Kolkata.

NATIONAL INSTITUTE OF HOMOEOPATHY – KOLKATA

Application For the post of

Affix here
Passport
Size photograph**Advertisement No. Con. Eng./03/2025**

1.	Name of the candidate in Block letters			
2.	Father's/Husband's name			
3.	Mother's Name			
4.	Date of Birth (in Christian era) DD/MM/YYYY			
5.	Age as on (Interview Date)			
6.	Sex	Male	Female	
7.	Nationality			
8.	Religion			
9.	Marital status			
10.	Whether belongs to SC/ST/OBC/PwD			
11.	Are you Physically Handicapped (If yes, please submit PH certificate)			
12.	Whether working in Central/State/UT/Autonomous Body etc.			
13.	Languages known			
14.	Address for communication			
15.	Permanent address			
16.	Telephone No./Mobile No.			
17.	E-mail ID			
18.	Aadhaar No			

19. Educational Qualification (Starting from Matriculation or equivalent and onwards)

Sl. No.	Examination Passed	Year of Passing	Name of School/Board/University	Class/ Division	% of marks	Discipline/Subjects
i.	X & equivalent					
ii.	XII/Inter/PUC					
iii.	Diploma					
iv.	Degree					
v.	Others if any					

20. Experience (Including present employment):

SL No .	Name of the Employer	Designation of the Post held & nature of appointment	Pay Scale/ Salary	Date of Joining/ leaving	Nature of duties performed

21.	Any other information such as training, publication etc., in support of suitability of the post.	
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I hereby solemnly declare that the information given above is true and correct to the best of my knowledge, belief & not suppressing any material facts that may disqualify my candidature. In case, if any discrepancies or misrepresentations come to the knowledge of NIH at any stage, including after selection, my appointment is liable to be cancelled or terminated without prior notice.

Place:

Date:

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Full Signature of the Applicant