



**राष्ट्रीय औषधीय शिक्षा एवं अनुसंधान संस्थान**  
**National Institute of Pharmaceutical Education and Research**  
Hajipur - 844 102 (Bihar) Website : www.niperhajipur.ac.in  
(Established by Govt. of India)

**Vacancy**

**Advt. No. 13.../2013 – 14**

Date: 19.12.2013

National Institute of Pharmaceutical Education and Research, Hajipur established by the Ministry of Chemicals and Fertilisers, Department of Pharmaceuticals, Govt. of India under NIPER Act, 1998 in the year 2007 intends to appoint a dedicated **Registrar, Deputy Registrar (Admn) and Training & Placement Officer** on consolidated pay and on contractual basis initially for one year subject to extension for year to year basis on suitability and mutual consent.

**1. Registrar – 1 No.**

**Qualification & Experience:**

1. Post Graduation with atleast 55% marks or its equivalent grade of 'B' in the UGC 7 – point scale.
2. (i) Atleast 15 years experience as Assistant Professor in AGP of Rs. 7000/- and above or with 8 years experience of service in AGP of Rs. 8000/- and above including as Associate Professor with experience in educational administration **or**
- (ii) Comparable experience in Research Establishment and / or other Institution of higher education **or**
- (iii) 15 years of administrative experience, of which 8 years shall be as Deputy Registrar or an equivalent post.

**Pay:** Consolidated pay Rs. 1,00,700/- per month.

**2. Deputy Registrar (Admn) – 1 No.**

**Qualification:** Post Graduation with atleast 55% marks.

**Experience:**

**Essential-** Twelve years in educational administration or comparable experience in Research establishment/ Institute of higher education including 4 – 5 years as Assistant Registrar.

**Desirable-** Experience in computer based administrative functioning and/ or Material Management degree/ diploma.

**Pay:** Consolidated pay Rs. 56000/- per month.

**3. Training & Placement Officer – 1 No.**

**Job requirements:** 1. Correspond with updated track with Pharma/ Biotech and Information Technology industries for campus selection / placement of Master courses like passing students of Pharmacy Practice, Biotechnology and Pharmacoinformatics.

2. Arrange and coordinate for all logistics for conduct of interview dates.

**Qualification:**

First Class Master Degree in Management in Human Resources with Bachelor degree in Pharmacy or any other branch of Science/ Technology from a recognised university.

**Experience: Essential-**

Atleast two years experience of Human resources.

**Pay:** Consolidated pay Rs. 40000/- per month.

**Additional information for all the posts:** Maximum age of the candidate should not exceed 63 years. In service candidates may apply through proper channel. Retired pensioner from Central Government Technical / or Research Institutes/ Central university but are within 63 years of age and



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*atleast have two years to complete 65 years of age may apply and can be considered for appointment by reducing basic pension drawn from consolidated pay offered. Appointment of the appointee shall end on completion 65 years of age without any notice of termination of appointment or end of employment date as the case may be. Retired Pensioner applying, must enclose a xerox copy of his/ her PPO, last salary certificate / pay slip. Duly filled up application in down loaded application, superscribing "**Application for the post of Registrar/ Deputy Registrar (Admn)/ and Training & Placement Officer at NIPER, Hajipur**", addressed to the Project Director, National Institute of Pharmaceutical Education & Research (NIPER), E.P.I.P. Campus, Industrial Area, HAJIPUR – 844 102, along with self attested copies of educational/ experience certificates/ testimonials, marksheet, should reach the Project Director, NIPER, Hajipur by **31<sup>st</sup> January, 2014**. No application will be entertained beyond the scheduled last date fixed for receipt of application. No TA/ DA is admissible for attending interview.*



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**Vacancy**

Advt. No. /2013 – 14

Date: Dec., 2013

Applications are invited for one post each of **Registrar, Deputy Registrar (Admn) and Training & Placement Officer**. These posts are contractual and appointment to these posts will be made as an interim arrangement initially for one year on consolidated pay shown against each post. If regular appointment is delayed, extension on suitability and mutual consent can be made year to year basis. Interested candidates may view details on the Institute's website: [www.niperhajipur.ac.in](http://www.niperhajipur.ac.in) and on Mentor Institute's website: [www.rmrim.org](http://www.rmrim.org). Application may be downloaded and duly completed in the prescribed format along with necessary enclosures must reach the Director, National Institute of Pharmaceutical Education & Research, EPIP Campus, Industrial Area, Hajipur – 844 102 by 31<sup>st</sup> January, 2014.

कुल सचिव





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8. Educational Qualifications (from School level) :

Year	Examination Passed	Board/ University	Percentage of Marks	Class/ Division

9. Membership of professional Institutions/ Societies:

Name of the Professional Institutions/ Society	Type of Membership

10. Particulars of positions held, (after possessing the prescribed essential educational/ technical qualifications) :

Date of		Designation	Name and address of Employer	Brief Description of Duties/ Responsibilities
Joining	Leaving			

11. Professional/ Training experience ( Please attach separate sheet:

12. Referees :

Name :	Name :
Address :	Address :
Email :	Email :
Phone No :	Phone No :
Fax :	Fax :



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**DECLARATION**

I, \_\_\_\_\_, hereby declare that all entries in this form are true to the best of my knowledge and belief. I have enclosed copies of attested documents in support of Sl. No. 8 & 10 above.

Date :

(Signature of applicant)