



**NATIONAL INSTITUTE FOR EMPOWERMENT OF PERSONS WITH  
MULTIPLE DISABILITIES (Divyangjan)**

(Dept.of Empowerment of Persons with Disabilities (Divyangjan),  
Ministry of Social Justice & Empowerment, Govt.of India)  
Muttukadu, East Coast Road, Kovalam (P.O), Chennai - 603 112  
Tamil Nadu - India. Phone: 044 - 27472046, 27472113, 27472423



**Employment Notice No.05(R)/2025**  
**05.12.2025**

NIEPMD (D) invites online applications from the Indian Nationals who are eligible for appointment to the following regular vacant post with NIEPMD(D), Chennai: -

Sl. No	Name of the Post/Group/Pay Level / Mode of Recruitment	No. of Post	Upper Age Limit	Essential and Desirable Qualifications
01	<p><b>Deputy Registrar (Admin) - Group -A</b></p> <p><b><u>Pay Scale</u></b> <b><u>For Deputation including Short term Contract</u></b> Pay Level -11 of the Pay Matrix of 7<sup>th</sup> CPC</p> <p><b><u>For Contract</u></b> Rs.1,07,000/- per month with provision of annual increment @ 3%</p> <p><b><u>Mode of Selection</u></b> On Deputation including Short term contract failing which by Contract</p>	One Post	<p>1) 56 years for Deputation including short term contract</p> <p>2) 62 years for contract</p>	<p><b><u>Essential Qualification(s) :-</u></b></p> <ol style="list-style-type: none"> <li>Any Master's Degree</li> <li>Officers drawing salary in pay Level 11 in the pay matrix as per 7<sup>th</sup> CPC in any Government Organization on regular dealing with Administration/Establishment/ Academic/ Purchase/Stores/ Accounts /Estates.</li> </ol> <p><b>Or</b></p> <p>Five years experience in any Government Organization on regular drawing salary in pay Level 10 in the Pay matrix as per 7<sup>th</sup> CPC Pay dealing with the same field/areas mentioned above</p> <p><b>Or</b></p> <p>Seven years experience in any Government Organization on regular drawing salary in pay Level 9 in the pay matrix as per 7<sup>th</sup> CPC dealing with the same field/areas mentioned above.</p> <p><b>Or</b></p> <p>Eight years experience in any Government Organization on regular drawing salary in pay level 8 in the Pay matrix as per 7<sup>th</sup> CPC dealing with the same field/areas mentioned above.</p>

				<p><b>Or</b></p> <p>Ten years experience in any Government Organization on regular drawing salary in pay level 7 in the Pay matrix as per 7<sup>th</sup> CPC dealing with the same field/areas mentioned above.</p> <p><b>Desirable Qualifications:</b></p> <ol style="list-style-type: none"> <li>1. Working experience in the field of disability for 2 years and also in all the above fields</li> <li>2. Qualification in RCI Courses.</li> <li>3. Experience in dealing with more than one field of Administration/Establishment/Academic/Purchase/Stores/Accounts/Estates</li> </ol>
<p><b>Note:</b></p> <ol style="list-style-type: none"> <li>1. The tenure for deputation including short term contract shall be for 3 years and thereafter extendable after review of performance on yearly basis as per rules of GoI governing deputation from time to time .</li> <li>2. The tenure for contract shall be for 2 years and thereafter extendable after review of performance on yearly basis upto 5 years or 65 years whichever is earlier.</li> </ol>				

**Note: Maximum age limit will be reckoned as on closing date of online application.**

Application fee of Rs. 500/- + GST of Rs.90/- (Total Rs.590/-) should be paid through online mode (RTGS/NEFT/IMPS). No other mode of payment will be accepted by the Institute. No fee is prescribed for candidates belonging to SC/ST/PwBD category, Transgender and Female candidates.

**Bank Details:**

Name: NIEPMD Internal Accrual  
Banking: Indian Bank  
Branch: Kovalam  
Account No: 6332687300  
IFSC No: IDIB000K122

**Important notes and requirements: -**

1. The applicant must be a citizen of India.
2. Application form as per the prescribed format given in our website (<https://niepmd.nic.in/notice-category/recruitments/>), duly supported with attested photocopies of the documents shall be submitted online within 30 days of publication of this advertisement in Employment News. No other mode of application will be entertained. Applications received late will not be considered and the fee is forfeited to the organization.-

3. All applicants should enclose last 5 years APAR. The applicants presently in service under 7<sup>th</sup> CPC pay scale should submit **"Endorsement of the Present Employer"** (in the prescribed format provided) in addition to the last 5 years APAR.
4. The serving Govt employee appointed on deputation including short term contract will be governed by the instructions issued by DoP&T.
5. Latest Experience -cum- Service Certificate issued by the present employer (with date of issue of the certificate after publication of this advertisement), clearly stating the name of the post presently held, date of initial appointment to the present post, pay level, nature of duties presently dealing with should be attached. If the Experience-cum- Service Certificate from the present employer is not found enclosed, the application will be rejected.
6. In case of selection of retired Government employees those applying for the said post, their cases will be considered only on receipt of Vigilance Clearance from the organization they have retired/ last served subject to conditions as mentioned in sub para (i) to (v) of Central Vigilance Commission Circular No.07/05/21 dated 03.06.2021.
7. The Management reserves the right to call only those candidates who according to its decision rank high in term of eligibility criteria among the applications received and mere possessing the EQ / DQ and experience will not entail any candidate a right to be considered eligible for the post. The final list of candidates called for interview/written test is based on short-listing of candidates by a duly constituted screening committee.
8. The management reserves the right to restrict the number of applicants for interview depending upon the level of response for each post. The management also reserves the right not to fill up the post on any of the administrative reasons. It reserves the right to reject any applicant, cancel the part or candidature without assigning any reason(s) thereof. Also, the management reserves the right to cancel this notification on administrative reason at any stage of selection process.
9. In case of any inadvertent mistake/error in the process of selection which may be detected at any stage even after the issue of offer of appointment, NIEPMD(D) reserves the right to withdraw/cancel/modify any communication made to the candidate.
10. NIEPMD(D) will not arrange any travel, boarding and lodging facility for the candidates. Candidates will have to make their own arrangement for attending interview.
11. No TA or DA will be paid to the candidates who are called and appear before the selection Committee /Interview.
12. The decision of the appointing authority will be final and binding in all aspects.
13. Bringing in any type of interference, influence, canvassing, other pressures in any form etc., will render disqualification of the candidature and action as deemed fit will be taken against such candidate.
14. No correspondence in this matter is entertained. Any interim correspondence will not be entertained and replied to.
15. NIEPMD(D) will retain data of applications received from non- shortlisted candidates only for a period of six months after completion of recruitment process i.e. the issuance of offer letter to the selected candidate.
16. Any legal matter related to this notification will be dealt under jurisdiction of Hon'ble Madras High Court, Chennai.

Sd/-  
Director  
NIEPMD(D)