

राष्ट्रीय मानसिक स्वास्थ्य पुनर्वास संस्थान सीहोर

National Institute of Mental Health Rehabilitation, Sehore  
दिव्यांगजन सशक्तिकरण विभाग, सामाजिक न्याय और अधिकारिता मंत्रालय, भारत सरकार  
Department of Empowerment of Persons with Disabilities (Divyangjan),  
Ministry of Social Justice & Empowerment, Govt. of India  
भोपाल इंदौर हाइवे, शेरपुर, सीहोर, मध्य प्रदेश – 466001

Bhopal Indore Highway, Sherpur, Sehore, Madhya Pradesh – 466001

वेबसाइट/Website: <https://nimhr.nic.in>, फोन /Phone :07562-223960, ईमेल / Email: [nimhrsehore@gmail.com](mailto:nimhrsehore@gmail.com)

**Employment Notice 03/2025**

Applications are invited for following Group A posts of National Institute of Mental Health Rehabilitation (NIMHR), Sehore, Madhya Pradesh, an autonomous body under the administrative control of Department of Empowerment of Persons with Disabilities (Divyangjan), Ministry of Social Justice & Empowerment (MSJ&E), Government of India. The details are as under:

Sr. No.	Post & Pay Level of 7 CPC	Age Limit	Mode of recruitment	No. of posts/ category as per roster	Qualifications
1	Deputy Registrar  Level 12 (Rs.78800-209200)	56 Years	Deputation basis	01 Post	<b>For Deputation:</b>  (a) Officers holding analogous posts on regular basis or with three years regular service in Pay Level 11 or with five years regular service in Pay Level 10 in the Central/ State Government, Universities/ Recognized Research Institutes/ Public Sector Undertaking/ Autonomous/ Statutory Organization with experience in administration, finance and accounts.  <b>AND</b>  A master's degree from a recognized University/ Institution with at least 55% of the marks or its equivalent grade of a point scale wherever grading system is followed.
2.	Administrative Officer  Level 10 (Rs. 56100-177500)	56 Years	Deputation basis	01 Post	<b>For Deputation:</b>  (a) Officers holding analogous posts on regular basis or with two years on regular service in Pay Level 9 or with four years regular service in Pay Level 8 or with five years regular service in Pay Level 7 or above in the Central/ State Government, Universities/ Recognized Research Institutes/ Public Sector Undertaking/ Autonomous/ Statutory Organization with

					<p>experience in administration, establishment, vigilance, finance and accounts, purchase and store, etc.</p> <p style="text-align: center;"><b>AND</b></p> <p>A regular bachelor degree from a recognized University/ Institution with at least 55% of the marks or its equivalent grade of a point scale wherever grading system is followed.</p>
<p>*Deputation will be initially for a period of 3 years and thereafter extendable, after review performance on yearly basis, as per rules of GOI governing deputation time to time (Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department shall not ordinarily exceed five years).</p>					

### GENERAL TERMS & CONDITIONS:

- A. The applicants must apply in prescribed format (deputation basis) available on the website <https://nimhr.nic.in> of the Institute.
- B. As per the order of Hon'ble High Court of Madhya Pradesh Principal seat, Jabalpur: "During pendency of the writ petition no. (WP No. 12816 of 2023 at Hon'ble High Court of Madhya Pradesh Principal seat at Jabalpur), if any appointment is made against the post of Deputy Registrar, National Institute of Mental Health Rehabilitation (NIMHR), Sehore, the same shall remain subject to outcome of the writ petition". Accordingly, the appointment against the employment notice 08/2024 for the post of Deputy Registrar, National Institute of Mental Health Rehabilitation (NIMHR), Sehore, shall remain subject to outcome of the aforesaid writ petition (WP No. 12816 of 2023).
- C. The applicant must be a citizen of India.
- D. The candidates selected will be governed by the provisions of the New Pension scheme introduced by the Government of India w.e.f. 01.01.2004.
- E. The applicants serving in Government/Public Sector Undertakings/Autonomous Bodies must send their application THROUGH PROPER CHANNEL.
- F. The envelope containing the application should be superscribed as Application for the post of '\_\_\_\_\_'. Also the post applied for should be clearly mentioned in the application form in the space provided and should also clearly indicate the Institute/Centre for which application is being submitted. Applications that are received without such indication are liable to be rejected.
- G. The filled in applications, in the prescribed format, along with the self attested copies of certificates in support of educational qualifications, experience, caste, disability etc., must reach the **Director, National Institute of Mental Health Rehabilitation, Bhopal Indore Highway, Shergpur, Sehore, Madhya Pradesh – 466001 within 45 days from the date of publishing in employment news.** Applications received late/incomplete or not in prescribed format will not be considered.
- H. The applicants applying on deputation basis for the post of Deputy Registrar and Administrative Officer shall forward their application along with last five years ACRs/APARs, integrity certificate and vigilance certificate along with Certification by the Employer/ Cadre Controlling Authority (in prescribed format only) should reach through proper channel. Deputation will be governed as per GoI rules of deputation as amended from time to time.
- I. Mere possessing the EQ will not entail any candidate a right to be considered eligible for the post. The final list of candidates called for interview is based on the short listing of candidates by a duly constituted Screening Committee. Only shortlisted candidates will be communicated and no interim correspondence will be entertained.
- J. Relaxation in upper age limit, if applicable, shall be as per the norms of GOI. The cutoff date for determining eligibility of age, qualifications and experience will be as on the last date of submission of applications.

- K. **Demand Draft (non-refundable) of Rs.500/- drawn on any Nationalized Bank in favour of NIMHR, Sehore** should be submitted along with the application. No fee is prescribed for candidates belonging to SC/ST/Women/PH category. The candidate should clearly mention their name & post applied for on the back side of DD. The applications not accompanied by the required DD or the applications that are received without specifying the post applied for will not be considered.
- L. The Institute reserves right to accept or reject the application without assigning any reasons. Canvassing in any manner will disqualify from the selection process.
- M. All educational/professional/technical qualifications should be from a recognized Board/University.
- N. The relevant experience requirement specified should be the experience acquired after obtaining the minimum educational qualifications required for the post.
- O. The selection procedure for Group 'A' posts will be as per NIMHR norms.
- P. The pay and allowances etc. are admissible as per rules applicable to central autonomous body under DEPwD, MSJE, Govt. of India.
- Q. Any modifications/ corrigendum/updates with reference to above notification will be published on Institute's website only. Applicants are advised to visit our website <https://nimhr.nic.in/> regularly.

**Director, NIMHR**