

File No.16-19/2021-Estt.

Date: 01st October, 2021

VACANCY NOTICE

Morarji Desai National Institute of Yoga (MDNIY), under Ministry of AYUSH, Govt. of India, invites applications in the prescribed format for the post of Deputy Director (Finance & Administration.) in the Institute as per the details given below:

Sl. No.	Name of the Post	No. of Posts/ Category	Pay Scale as per 7th CPC
1	Deputy Director (Finance & Administration.)	1 UR @	Level-11 (Rs.67700-208700)

Method of recruitment: @ By deputation including short term contract .

2. The details of qualifications, experience, age etc. and other terms and conditions for filling up the above post is given at **Annexure - 'A'**. The prescribed application form is given at **Annexure - 'B'**.

3. The last date for receipt of hard copy of applications in the prescribed format duly filled in all respect in the office of MDNIY is **45 days** from the date of publication of advertisement in Employment News and **60 days** for the candidates residing in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Jammu & Kashmir, Lahul & Spiti District and Pangi Sub Division of Chamba, Distt of Himachal Pradesh, A&N Island or Lakshdweep or abroad, which will be **15.11.2021** and **30.11.2021** respectively, for the advertisement which shall be published on **02.10.2021**, in Employment News.

Encl. As above.

(Mudit Sharma)
Administrative Officer

Forwarded with compliments for wider circulation of the vacancy:

1. The Director (VS), Ministry of AYUSH, Govt. of India, AYUSH Bhawan, B-Block, GPO Complex, INA Colony, New Delhi-110023
2. The Deputy Director (NKK), Ministry of AYUSH, Govt. of India, AYUSH Bhawan, B-Block, GPO Complex, INA Colony, New Delhi-110023
3. All the Secretary of Ministries / Departments of Govt. of India.
4. All National Institutes/Councils under Ministry of AYUSH.
5. All Chief Secretary States/UTs.
6. All India Universities.

SS(Services)-II

DS-II

SD(CN)

Mr Yogur

12.11.21

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ANNEXURE - 'A'



MORARJI DESAI NATIONAL INSTITUTE OF YOGA

Ministry of AYUSH, Govt. of India

68, Ashok Road, Near Gol Dak Khana, New Delhi-110001

Phone: 23730417-18, 23351099, 23721472. Fax: 23711657

Email: mdniy@yahoo.co.in Website: www.yogamdnny.nic.in

File No.16-19/2021-Estt.

Dated: 01st October, 2021

DETAILS OF VACANCIES AND TERMS AND CONDITIONS

Morarji Desai National Institute of Yoga, Ministry of AYUSH, Govt. of India invites applications from Indian Citizens for the post of Deputy Director (Finance & Administration) of MDNIY from officials in the relevant field to be filled up by Deputation/Short Term Contract as per details given below against each post:

Sl. No.	Name of Post/Pay Scale (As per 7 th CPC)	No. of Post/Category	Minimum Qualification & Experience	Age as on the closing date for receipt of application	Mode of Recruitment
1.	Deputy Director (Finance & Admin) Level-11 (Rs.67700-208700)	One-UR	By Deputation including short Term Contract: Officers, holding analogues/equivalent post on regular basis, of Central Govt./State Govt. /Statutory Organization/Autonomous Bodies/ PSUs /University or Research Institution. OR Section Officers/equivalent post with 8 years' experience in Administration /Finance /Vigilance in PB-3 (Rs.15600-39100) with GP of Rs.5400/-	Not exceeding 56 years for deputation	By Deputation / Short Term Contract

GENERAL INFORMATION, TERMS AND CONDITIONS:

Applicants are advised to read all instructions carefully before sending their applications.

A. Benefits under MDNIY service:

1. The post carry usual allowance as admissible to the Central Government Employees and as made applicable to Morarji Desai National Institute of Yoga (MDNIY) employees.
2. Medical facilities are available to employees of MDNIY as per Central Services (MA) Rules 1944 as amended from time to time.

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B. Other Conditions:

1. The applicant must be a citizen of India.
2. All applicants must fulfill the essential requirements of the post and other conditions stipulated in the advertisement as on the last date of receipt of the applications. They are advised to satisfy themselves before applying that they possess essential criteria laid down for various posts. No enquiry asking for advice as to eligibility will be entertained.
3. The prescribed essential criteria is minimum and mere possession of the same does not entitle candidates to be called for screening/interview as the case may be. The Competent Authority reserves the right to shortlist candidates on the basis of higher qualifications/year of experience in the subject/screening test/other criteria. The decision of the Competent Authority will be final in this regard.
4. The period of experience rendered by a candidate on part time basis, daily wages, visiting/guest faculty will not be counted while calculating the valid experience.
5. If any document/certificate furnished in a language other than Hindi or English, a transcript in Hindi/English of the same duly attested by a Gazetted Officer or Notary is to be submitted.
6. The date for determining the upper age limit, qualification and/or experience will be the closing date as per advertisement appeared in Employment News on 02.10.2021.
7. The upper age limit for deputation posts shall not exceed 56 years as on the closing date of receipt of applications and the period of deputation/short term contract shall ordinarily NOT exceed five years.
8. While forwarding the application the sponsoring authority/employers shall ensure that the particulars of the candidate are verified and that he/she fulfills the eligibility conditions, along with a certificate that the officer is free/clear from vigilance angle and no disciplinary proceeding(s) is/are pending or contemplated against the applicant.
9. Complete ACR dossier/APARs of last five years of the applicant (for deputation posts) must be enclosed with the application duly attested by the Gazetted Officer or by Competent Authority.
10. The candidate serving in Govt./Autonomous/Statutory bodies should apply **through proper channel** and their duly forwarded application should reach the office of Director, Morarji Desai National Institute of Yoga (MDNIY) on or before the closing date. If not, they should submit '**NO OBJECTION**' certificate from their employer at the time of interview. In case they do not furnish the same, their candidature will be rejected.



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11. Those working in Central/State/Autonomous bodies/Statutory/PSU may send advance copy of application, so as to reach the same MDNIY well in time.
 12. Institute reserves the right to make any amendment, cancellation and changes in this advertisement in whole or as per part without assigning any reason thereof.
 13. Any corrigendum/order regarding this advertisement will be issued on the website only. Candidates are advised to remain in touch with the website for this purpose. No separate corrigendum etc. will be published in any Newspaper/Employment News.
 14. Applicants will be fully responsible for the accuracy of the information they furnish. Any information furnished by the candidate if found wrong at any stage will result in his/her disqualification and/or dismissal from the service at any stage.
 15. The call letter for interview/written test, if shortlisted, shall be sent by email/speed post. However, the Institute shall not be responsible for any error or postal delay or lapse, whatsoever.
 16. The appointment to the said post will be subject to physical fitness from the Competent Medical Board/Medical Authority as decided by the Institute before joining the post.
 17. The candidate shall have to appear for interview, if called for, at his/her own cost (which will be either in physical mode or virtual mode).
 18. The term & conditions for appointment will be as per rules & regulations of MDNIY as amended from time to time.
 19. The period of deputation/short term contract shall be initially for one year which may be curtailed / extended based on satisfactory completion of duties assigned.
 20. No Correspondence or personal inquiries shall be entertained.
 21. In case of any dispute on this issue, the jurisdiction will be Delhi only.
 22. Canvassing in any form will be treated as disqualification.
 23. Eligible Candidates are required to apply in the prescribed format, neatly typed on A4 size paper on one side as per the format. Application completed in all respect enclosing two recent passport size photo and self-attested copies of all certificates, mark sheets, testimonials in support of age, educational qualifications, experience, etc. should be sent to **The Director, Morarji Desai National Institute of Yoga, 68, Ashok Road, Near Gole Dak khana, New Delhi-110001** by Registered AD/Speed Post, ensuring that the same is reached before the last date of submission of application.

24. The envelop should be superscribed "APPLICATION FOR THE POST OF _____".

25. Candidates selected will presently be posted in Delhi NCR but are liable to serve anywhere in India or abroad.

26. Director MDNIY reserve the right not to fill any or all the posts advertised without assigning any reasons.

27. Possession of the qualification shall not entitle the applicant right to be called for interview, get selected for the post, as the Institute evolves its own procedure in short listing the applications for consideration of the post(s).

28. Application not supported with self-attested copies of certificates of age, educational qualifications, mark sheets, experience certificates, would be rejected and they would not be called for interview.

30. All original mark sheets, educational qualifications, certificates, testimonials, experience certificates etc. would have to be produced for verification on demand before or after interview, failing which the candidature would be rejected.

C. Invalid Applications:

1. Candidates are advised to read all instructions carefully before sending their applications otherwise their applications are likely to be rejected on or more of the following reasons in terms of the notifications.

- (a) Applications received after the closing date.
- (b) Applications not in prescribed format.
- (c) Candidates not having the required qualifications & experience and proper supporting documents.
- (d) Applications without latest photo not being pasted in the provided space.
- (e) Applications not forwarded through proper channel with dossier (for in service candidates).

D. Last Date:

1. In case the last date and receipt of application is declared holiday the date of receipt of the application will be considered as next working day.


(Mudit Sharma)
Administrative Officer

Copy to:-

C&D Officer – Please host the above on the official website of MDNIY i.e. www.yogamdnny.nic.in.



मोरारजी देसाई राष्ट्रीय योग संस्थान (मो.दे.रा.यो.सं.)
MORARJI DESAI NATIONAL INSTITUTE OF YOGA (MDNIY)

आयुष मंत्रालय, भारत सरकार
(Ministry of AYUSH, Govt. of India)
68, अशोक रोड़, नई दिल्ली -110001
68, Ashok Road, New Delhi-110001

PROFORMA

1.	Name	
2.	Post applied for	
3.	a) Present post held (whether regular, ad-hoc or on deputation basis).	
	b) If presently on deputation, please indicate designation of the post held in the parent office/cadre and scale of pay of that post along with the present basic pay in that grade.	
4.	Present Pay Band and Grade Pay (also mention Basic Pay)	
5.	Date of getting the present scale on regular basis.	
6.	Date of Birth	
7.	Date of entry into service (including service & batch)	
8.	Date of retirement	
9.	Office Address	
10.	Phone & FAX Number with STD code	
11.	E-mail address	
12.	Education Qualifications	

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13.	Position held since entry into service (in chronological order)				
	Designation & Place of posting	Scale of Pay (pre-revised)	From	To	Whether post held on regular or ad-hoc basis

14.	Applicant must indicate how the eligibility criteria like number of years of service rendered in the relevant pay scale, educational qualification, experience in the relevant filed, age on closing date of applications and period are fulfilled.	
15.	Name and address, telephone number of concerned officer in the office of the Cadre Controlling Authority.	

Note: Column 14 & 15 must be filled.

Date:

Signature of the candidate

Particulars of the applicant verified

Signature of Cadre Controlling Authority
Along with stamp

(Cadre clearance and Vigilance clearance) **FOR THE USE OF CADRE CONTROLLING
AUTHORITY/DEPARTMENT ONLY**

1.	Whether the officer meets eligibility requirement as on the closing date of application	
2.(i)	Whether the officer has been placed on the Agreed List or List of Officers of Doubtful Integrity (If Yes the details to be given)	
2.(ii)	Whether any allegation of misconduct involving vigilance angle was examined against the officer during the last 10 years and if so with what result	
2.(iii)	Whether any punishment was awarded to the officer during last 10 years and if so that date of imposition and details of the penalty	
2.(iv)	Is any disciplinary/criminal proceedings or charge sheet pending against the officer as on date [If so details to be furnished including reference no., if any of the Commission]	
2.(v)	If any action contemplated against the officer as on date [If so details to be furnished]	
2.(vi)	Date of filing of latest IPR	
3	Whether cadre clearance for the officer by the Competent Authority has been granted.	
4	Whether integrity of the officer is certified.	

It is certified that the information/entries furnished by the officer has been verified from the service records of the Officer.

Date

Signature.....

Name

Designation (with stamp).....