



## NOTIFICATION

NO.NIMH/PER(7)/RECT/ADVT-12/LDC/2017-18

Date: 09.01.2018

Applications are invited from eligible candidates for the post of **LOWER DIVISION CLERK on contract basis** from the desirous candidates who fulfill the below mentioned criterion at this institute.

### **1. LOWER DIVISION CLERK**

<b><u>No. of Posts</u></b>	<b>24 POSTS [01-ST, 03-SC, 06-OBC, 14-UR]</b>
<b><u>Educational Qualification</u></b>	a) Any Bachelor Degree from a recognized University. b) Skill test norms on computer: English Typing @35 Wpm or Hindi Typing @30 Wpm. Time allowed 10 mts. 35 wpm and 30 wpm correspond to 10500 KDPH and 9000 KDPH respectively on an Average of 5 key depressions for each word.
<b><u>UPPER AGE LIMIT</u></b>	27 Years.
<b><u>Consolidated Salary</u></b>	<b><u>Rs.21,000/- P.M.</u></b>
<b><u>PERIOD</u></b>	On contract basis initially for a period of one year, likely to be renewed for the 2 <sup>nd</sup> Year & 3 <sup>rd</sup> Year depending upon the satisfactory performance of duties.

The application form can be downloaded from the Institute's Website <http://www.nimhans.ac.in>. The prescribed application processing fee of Rs. 500/- (Rs.250/- in case of SC /ST candidates) shall be remitted to State Bank of India, NIMHANS Branch, Bengaluru, **Beneficiary Name: The Director, NIMHANS, S.B. Account No. 64118462718, IFSC Code No. SBIN0040675, MICR Code: 560002480 and Branch Code-40675** through **online mode** only.

The application in the prescribed form should be submitted along with the transaction/payment details for having remitted the prescribed application processing fee as stated above. The duly filled in application along with its enclosures has to reach The Registrar, NIMHANS, P.B No.2900, Hosur Road, Bengaluru-560029, India on or before **31.01.2018**.

**TERMS & CONDITIONS AND DETAILS REGARDING THE POST IS AS FOLLOWS:**

Sd/-  
Director

**TERMS & CONDITIONS:**

1. The application form should be downloaded from the Institute Website <http://www.nimhans.ac.in> & submitted along with required copies of certificates of the Age Proof, Academic Qualification, Caste / Community Certificate, Experience Certificate & photo, so as to reach **The Registrar, NIMHANS, P.B.No.2900, Hosur Road, Bengaluru – 560 029.**
2. Any modification or Corrigendum will be updated in the Institute Website only.
3. The prescribed application processing fee Rs.500/- (Rs.250/- in case of SC / ST Candidates) shall be remitted to State Bank of India, NIMHANS Branch, Bengaluru, **Beneficiary Name: The Director, NIMHANS, S.B Account No: 64118462718 and IFSC Code No: SBIN0040675, MICR Code: 560002480 and Branch Code – 40675** through **online mode** only.
4. No applications shall be entertained if it is incomplete/received after the last date prescribed/not forwarded through proper channel. The institute will not take responsibility for postal delay if any.
5. In case if it is felt necessary, the Institute may not fill up any or all of the above posts and if so, no separate intimation will be given to the candidates.
6. The Number of Vacancies/categories may vary/likely to change.
7. Age relaxation will be given as per GOI rules.
8. All the enclosures should be neatly tagged to the application and name of the post should be clearly specified in the application form.
9. Candidates will be selected on the basis of written test whereas typing test will be of qualifying in nature only.
10. Wherever there is a tie in marks, final scoring will be determined by the following criteria for breaking the tie during the written test;
  - a) No.of attempts of the qualifying exams.
  - b) Percentage in qualifying exam.
  - c) Date of Birth.
11. No interim inquiries will be entertained in this regard.
12. The last date for receipt of filled in application together with the relevant documents is on or before **31.01.2018 upto 4.30 P.M.**
13. Cut off date for calculation of age, experience is **31.01.2018.**

Sd/-

**DIRECTOR**