



भारत सरकार / Government of India  
वस्त्र मंत्रालय / Ministry of Textiles

विकास आयुक्त)हथकरघा(कार्यालय/ Office of Development Commissioner (Handlooms)



भारतीय हथकरघा प्रौद्योगिकी संस्थान  
**INDIAN INSTITUTE OF HANDLOOM TECHNOLOGY**  
(Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai)  
फोल्क्स परिसर, तिल्ललाई नगर / Foulke's Compound, Thillai Nagar



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सं/No.IHT/HB/569/Vol.V/2018/

दिनांक/Date:27.09.2018

**NOTICE INVITING APPLICATION**

Advt.No.IIHTS/Rec/569/Vol.V/2018/ Applications are invited from the suitable and eligible candidates for filling up the following General Central Services Group 'C' Non-Gazetted Non-Ministerial post on Direct Recruitment basis by the Director, Indian Institute of Handloom Technology, Salem, under the aegis of Office of the Development Commissioner for Handlooms, Ministry of Textiles, for initially posting at Salem (Tamilnadu).

| Sl. | Name of post                    | Name of Post<br>Pay Level in Pay Matrix as per 7 <sup>th</sup><br>CPC & Pre-revised Pay Band /<br>Grade Pay | No. of vacancy | Reservati<br>on<br>position |
|-----|---------------------------------|---|----------------|-----------------------------|
| 1.  | Lab. Technician<br>(Processing) | Rs.19,900/- (Minimum of Pay Matrix<br>in Level 2), PB-1 Rs.5200-20200 + GP.<br>Rs.1900/- (Pre-revised)      | 1              | 1- UR                       |

The above post is not reserved for the Persons with Disabilities, but the category "OL" is identified suitable for the above post.

For details about qualification, age limit, selection process and application format etc., please log on the website: [www.handlooms.nic.in](http://www.handlooms.nic.in), [www.iihtsalem.edu.in](http://www.iihtsalem.edu.in) . Last date of receipt of application will be 45 days from the date of publication of the advertisement in Employment News.

Director  
Indian Institute of Handloom Technology,  
Salem.



Permanent address (**In Block Letters**):

|          |          |          |          |          |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|----------|----------|----------|----------|----------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
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| <b>S</b> | <b>T</b> | <b>A</b> | <b>T</b> | <b>E</b> |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| <b>P</b> | <b>I</b> | <b>N</b> |          |          |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

10. Nationality .....

11. Category to which belong (SC/ST/OBC)..... (Attach Photocopy of Certificate).

12. Whether Ex-serviceman (YES/NO)

13. Whether physically handicapped (YES/NO)  
If yes, indicate the nature of disability, One arm/two arms/one leg/two legs/blind/deaf/dumb.

14. Educational/Professional Qualification possessed/Examination passed (duly supported by certificates)

| Name of the Examination | Passed | Name of the Institute/Board/University | Date of declaration of result of essential qualification | Percentage |
|-------------------------|--------|--|--|------------|
|                         |        |  |  |            |
|                         |        |  |  |            |
|                         |        |  |  |            |

15. Work Experience (If any) (in chronological order) duly supported by experience certificates.

| S. No. | Name of Institution/ Establishment | Designation | Nature of duties | Last Salary drawn | From | To | Duration of service |   |   |
|--------|------------------------------------|-------------|------------------|-------------------|------|----|---------------------|---|---|
|        |                                    |             |                  |                   |      |    | Y                   | M | D |
|        |                                    |             |                  |                   |      |    |                     |   |   |
|        |                                    |             |                  |                   |      |    |                     |   |   |
|        |                                    |             |                  |                   |      |    |                     |   |   |
|        |                                    |             |                  |                   |      |    |                     |   |   |
|        |                                    |             |                  |                   |      |    |                     |   |   |

I solemnly declare that the statement made by me in this form are correct to the best of my knowledge and belief.

Dated:

Place:

(Signature of the candidate)

**DECLARATION**

I affirm that the information in the application as given above is true and correct. I also fully understand that if at any stage the information furnished above is found false my candidature may be summarily rejected and my employment terminated forthwith.

Place:

Date:

**Signature of the candidate**

List of copies of documents enclosed

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING  
FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA

[Govt. of India, Department of Per &Trg. OM No.36033/28/94-Estt(Res)dated  
02.07.1997]

This is to certify that Shri/Smt./Kumari \_\_\_\_\_  
son/daughter of \_\_\_\_\_ of Village/Town  
\_\_\_\_\_ in District/Division\_\_\_\_\_ in the State/Union Territory  
\_\_\_\_\_ belongs to the \_\_\_\_\_ community which is  
recognized as a backward class under Government of India, Ministry of Social  
Justice & Empowerment's Resolution  
No.\_\_\_\_\_ dated \_\_\_\_\_\*.  
Shri/Smt./Kumari \_\_\_\_\_ and/or his/her family  
ordinarily (s) in the \_\_\_\_\_ District/Division of the  
\_\_\_\_\_ State/Union Territory. This is also to certify that he/she does  
not belong to the persons/sections (creamy layer) mentioned in column 3 of the  
Schedule to the Government of India, Department of Personnel & Training OM  
No.36012/22/93-Estt.(SCT) dated 8.9.1993\*\*.

District Magistrate,  
Deputy Commissioner, etc.

Dated:  
Seal

\* The Authority issuing the certificate may have to mention the details of Resolution  
of Government of India, in which the caste of the candidate is mentioned as  
OBC.

\*\* - As amended from time to time.

Note:- The term 'ordinarily' used here will have the same meaning as in Section 20 of the  
Representation of the People Act, 1950.

### Annexure-III

(FORMAT OF THE CERTIFICATE TO BE PRODUCED BY SCHEDULED CASTES AND SCHEDULED TRIBES  
CANDIDATES APPLYING FOR APPOINTMENT TO POST UNDER THE GOVERNMENT OF INDIA)

This is to certify that Shri\*/Shrimati/Kumari \_\_\_\_\_  
son/daughter of \_\_\_\_\_ of village/town\*  
\_\_\_\_\_ District/Division  
\* \_\_\_\_\_ of the \_\_\_\_\_ State/Union  
Territory belongs to the \_\_\_\_\_ Caste\*/Tribes which is recognized  
as a Scheduled Castes/Scheduled Tribes under :-

\*The Constitution (Scheduled Castes) order, 1950

\*The Constitution (Scheduled Tribes) order, 1950

\*The Constitution (Scheduled Castes) (Union Territories) (Part C States) order, 1951

\*The Constitution (Scheduled Tribes) (Union Territories) (Part C States) order, 1951

(As amended by the Scheduled Castes and Scheduled Tribes Lists (Modification order, 1956, the Bombay Reorganization Act, 1960 & the Punjab Reorganization Act, 1966, the State of Himachal Pradesh Act 1970, the North-Eastern Area(Reorganization) Act, 1971 and the Scheduled Castes and Scheduled Tribes Order(Amendment) Act, 1976).

\*The Constitution (Jammu & Kashmir)\* Scheduled Castes orders, 1956

\*The Constitution (Andaman and Nicobar Islands)\* Scheduled Tribes order, 1959 as amended by the Scheduled Castes and Scheduled Tribes order(Amendment Act) 1976

\*The Constitution (Dadra and Nagar Haveli)\* Scheduled Castes order, 1962

\*The Constitution (Dadra and Nagar Haveli)\* Scheduled Tribes order, 1962@

\*The Constitution (Pondicherry) Scheduled Castes order, 1964@

\*The Constitution (Uttar Pradesh) Scheduled Tribes order, 1967@

\*The Constitution (Goa, Daman & Diu) Scheduled Castes order, 1968@

\*The Constitution (Goa, Daman & Diu) Scheduled Tribes order, 1968@

\*The Constitution (Nagaland) Scheduled Tribes order, 1970@

\*The Constitution (Sikkim) Scheduled Castes order, 1978 @

\*The Constitution (Sikkim) Scheduled Tribes order, 1978@

\*The Constitution (Jammu & Kashmir) Scheduled Tribes order, 1989@

\*The Constitution (SC) orders (Amendment) Act, 1990@

\*The Constitution (ST) orders (Amendment) Ordinance 1991@

\*The Constitution (SC) orders (Amendment) Ordinance, 1996

\*The Constitution (Scheduled Castes) Orders (Amendment) Act, 2002

\*The Constitution (Scheduled Castes) Orders (Second Amendment) Act, 2002

\*The Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 2002

2.Applicable in the case of Scheduled Castes/Scheduled Tribes persons who have migrated from one State/Union Territory Administration.

This certificate is issued on the basis of the Scheduled Castes/Scheduled Tribes certificate issued to Shri/Shrimati\* \_\_\_\_\_ Father/Mother \* \_\_\_\_\_ of Shri/Shrimati/Kumari \_\_\_\_\_ of village /town\* \_\_\_\_\_ in District/Division \* \_\_\_\_\_ of the State/ Union Territory\* \_\_\_\_\_ who belongs to the \_\_\_\_\_ Caste\*/Tribe which is recognized as a Scheduled Caste /Scheduled Tribe in the State/Union Territory\* issued by the \_\_\_\_\_ dated \_\_\_\_\_.

3. Shri/Shrimati/Kumari\* and/or\* his/her\* family ordinarily reside(s) in village/ town\*  
\_\_\_\_\_ District/Division\* \_\_\_\_\_ of the State/Union Territory\* of  
\_\_\_\_\_

**Place** \_\_\_\_\_ **Signature** \_\_\_\_\_  
**Date** \_\_\_\_\_ **Designation** \_\_\_\_\_ (with seal of office)

\*Please delete the words which are not applicable.

@Delete quote specific presidential order.

% Delete the paragraph which in not applicable.

**NOTE:** The term ordinarily reside(s) used here will have the meaning as in section 20 of the Representation of the people Act, 1950.

The following Officers are authorized to issue caste certificates :

- (i) District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Dy. Collector/1<sup>st</sup> Class Stipendiary Magistrate/Sub-Divisional Magistrate/Taluka Magistrate/Executive Magistrate/ Extra-Assistant Commissioner.
- (ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.
- (iii) Revenue officers not below the rank of Tehsildar.
- (iv) Sub- Divisional Officers of the area where the candidate and/or his family normally resides.
- (v) Certificates issued by the Gazetted Officers of Central or of a State Government countersigned by the District Magistrate concerned.
- (vi) Administratory/Secretary to Administrator (Laccadive, Minicoy and Amindive Islands)

**NOTE:** ST candidates belonging to Tamil Nadu state should submit caste certificate ONLY FROM THE REVENUE DIVISIONAL OFFICER.



Details of educational qualifications required, age limit and experience etc.

| Sl. No. | Nomenclature of post With Pay Level in Pay Matrix as per 7 <sup>th</sup> CPC & Pre-revised Pay Band/GP   | No. of Posts and Roster position | Age for Direct Recruitment  | Essential qualification and other qualification for Direct Recruitment  | Period of Probation if any | Brief description of the job requirement and nature of duties of the post  |
|---------|--|----------------------------------|---|---|----------------------------|--|
| 1.      | <p><b>Lab. Technician (Processing)</b></p> <p>Rs.19,900/- (Minimum of Pay Matrix in Level 2), PB-1 Rs.5200-20200 + GP. Rs.1900/- (Pre-revised).</p> <p><b>Classification:</b><br/>General Central Service, Group 'C', Non-Gazetted, Non-Ministerial.</p> | 1(One) (UR)                      | <p>Below 30 years (Relaxable for Government servants upto the age of 40 years as per the extant instructions issued by the Government from time to time).</p> <p><b>Note 1:</b> The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&amp;K State, Lahaul &amp; Spiti District and Panaji Sub-division of Chamba District of Himachal Pradesh, Andaman &amp; Nicobar Island or Lakshadweep).</p> | <p><b>Essential:</b></p> <p>(i) Three years Diploma in Handloom Technology or Three years Diploma in Handloom &amp; Textile Technology with Post Diploma in Textile Chemistry or Textile Processing or three years Diploma in Textile Chemistry.</p> <p>(ii) One year experience in dyeing laboratory or processing unit or teaching in academic institution.</p> <p><b>Note 1:</b> The qualification is relaxable at the discretion of the Competent Authority in the case of candidates otherwise well qualified.</p> <p><b>Note 2:</b> The qualification(s) regarding experience is relaxable at the discretion of the Competent Authority in the case of candidates belonging to Scheduled Caste or Scheduled Tribe if at any stage of selection, the Competent Authority is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancy reserved for them.</p> <p><b>Desirable: - Nil -</b></p> | 2 years                    | <p><b>Job requirement-</b></p> <p>(i) The candidate should be capable of handling the Practical classes in Dyeing, Printing etc. (ii) Thorough knowledge of Dyes and chemicals which are commonly used in Textile Processing.</p> <p>(iii) The candidate should be capable of handling the apparatus/equipments used in Dyeing &amp; Printing laboratory.</p> <p>(iv) The candidate should assist the Demonstrator / Instructor in the practical classes of both analytic chemistry and textile chemistry including printing.</p> <p>(v) The candidate should be able to demonstrate as and when required.</p> <p><b>Nature of duties--</b></p> <p>i) To assist the Demonstrator / Instructor in respect of Practical classes and other Technical matters.</p> <p>(ii) To Handle Practical classes in Dyeing &amp; Printing as and when required. (iii) To maintain various equipments/ apparatus properly in Textile Chemistry Lab neat &amp; tidy.</p> |

## **ELIGIBILITY FOR APPLICANTS**

Applicants must fulfill the educational qualification, experience and age limit and other criteria for the post applied for, as on the last date of receipt of the applications, failing which the application shall be summarily rejected and no correspondence will be entertained in this regard. Candidates are, therefore, advised to satisfy themselves before applying for the post(s) that they possess the requisite essential qualification and experience. The prescribed essential qualifications are the bare minimum and mere possession of the same does not entitle candidates to be called for the interview/selection. The candidates who are willing to apply for more than one post are required to submit a separate application against each post in the prescribed format.

## **SCHEME OF SELECTION**

Selection of the aforesaid posts will be on the basis of written and practical test, which will be conducted by a duly constituted Selection Committee. However, if the number of applications received for a particular post is large, then the appointing authority reserves the right to lay down any criteria for the purpose of short listing of the candidates for selection tests.

## **LAST DATE OF RECEIPT OF APPLICATIONS**

Application in the prescribed format (**Annexure-I**) must reach by speed post/Registered post along-with self-attested photocopies of all certificates for age, educational qualification, experience and SC/ST/OBC/PH Certificates, if any, etc. to the **Director, Indian Institute of Handloom Technology, Foulke's Compound, Thillai Nagar, Salem-636 001** within 45 days (52 days in respect of the candidates residing in NE Region, Jammu & Kashmir, Lahaul and Spiti district and Pangi sub-division of Chamba district of Himachal Pradesh, Andaman and Nicobar Islands or Lakshadweep) **from the date of publication of the advertisement of the above vacancies in the Employment News.**

The serving employees must send application through their respective employer; otherwise, their applications shall be summarily rejected. Application received after the last date or without relevant documents shall be summarily rejected and no correspondence in this regard will be entertained. This Office shall not be responsible for any postal delay.

The decision of the Appointing Authority in all respects relating to eligibility, acceptance or rejection of the applications, penalty for false information, mode of selection, conduct of examination/test etc. will be final and no enquiry/correspondence will be entertained in this regard.

### **Note:**

- 1) The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh division of J&K State, Lahaul and Spiti district and Pangi sub-division of Chamba district of Himachal Pradesh, Andaman and Nicobar Islands or Lakshadweep).
- 2) Candidates should note that only the date of birth as recorded in the Matriculation/Secondary Examination Certificate or an equivalent examination will be accepted and no subsequent request for its change will be considered or granted
- 3) Candidates claiming OBC status may note that certificate on creamy layer status in the prescribed format (**Annexure-II**) should have been obtained within **3 years** before the closing date.
- 4) Candidates claiming to belong to one of the Scheduled Caste or Scheduled Tribes should submit in support of his claim an attested/certified copy in the prescribed format (**Annexure-III**), from the Authority as listed in the format.
- 5) Self attested copies of certificates of educational/professional qualification, proof of date of birth, caste certificate, work experience certificate, etc. must be enclosed in support of the details furnished in the application.
- 6) Applications, which are incomplete, not in the prescribed format, not filled as per instructions or partly filled will not be entertained.
- 7) Merely fulfilling the requisite qualification/experience will not entitle the applicant the rights for written and practical tests.
- 8) The Appointing Authority reserves the right to reject or cancel application without assigning any reason thereof.
- 9) Any dispute in regard to this recruitment will be subject to courts/tribunals having jurisdiction in Chennai.