

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

फोल्क्स परिसर, तिल्लई नगर / Foulke's Compound, Thillai Nagar, सेलम/Salem-636001
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NOTICE INVITING APPLICATION

Advt.No.IIHTS/Rec/569/2022/1: Applications are invited from the suitable and eligible candidates for filling up the following **General Central Services Group 'C' Non-Gazetted Non-Ministerial** posts on Direct Recruitment basis by the **Director (Institute), Indian Institute of Handloom Technology, Salem** functioning under the aegis of Office of the Development Commissioner for Handlooms, Ministry of Textiles, **for initial posting at Salem (Tamil Nadu).**

S. No.	Name of post	Pay Level	No. of vacancy	Reservation position
1	Lab. Technician (Weaving)	Rs.19,900/- (Minimum of Pay Matrix in Level 2), PB-1 Rs.5200-20200 + GP. Rs.1900/- (Pre-revised)	2	2-UR
2	Lab. Attendant (Processing)	Rs.18,000/- (Minimum of Pay Matrix in Level 1), PB-1 Rs.5200-20200 + GP. Rs.1800/- (Pre-revised)	1	1-UR

All the above posts are **not reserved** for the Persons with Disabilities, but the category '**OL**' is **identified suitable** for all the above posts.

For details about qualification, age limit, selection process and application format, etc., please log on the website: www.handlooms.nic.in & www.iihtsalem.edu.in. Last date for receipt of application will be **45 days** from the date of publication of the advertisement in "Employment News".

Director (Institute)
Indian Institute of Handloom Technology
Salem

Annexure I

Format of application

*Paste recent
passport size
photo duly
attested by the
applicant*

1. **Advertisement No.**.....
2. Serial Number of the post
3. Name of the post applied for
4. Name of the Employment Exchange where registered; if any.....
.....
5. Employment Exchange Registration No. if any.....

6. Name of the Candidate (**In Block Letters**)

[illegible]

7. Date of birth

D	D	M	M	Y	E	A	R

8. Father's/Husband's Name

[illegible]

9. Correspondence Address with Phone No. **(In Block Letters)**

[illegible]

:2:

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

S	T	A	T	E															
P	I	N																	

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

:3:

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 statements 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. _____

Annexure-II

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 is 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/1st 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) Administrative/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.

Annexure-IV

Details of qualifications required, age limit etc.

Sl. No.	Nomenclature of post with Pay Level in Pay Matrix as per 7 th 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>Lab. Technician (Weaving) Rs.19,900/- (Minimum of Pay Matrix in Level 2), PB-1 Rs.5200-20200 + GP. Rs.1900/- (Pre-revised)</p> <p>Classification: General Central Service, Group 'C', Non-Gazetted, Non-Ministerial.</p>	2(Two) (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>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 & Spiti District and Panaji Sub-division of Chamba District of Himachal Pradesh, Andaman & Nicobar Island or Lakshadweep).</p>	<p>Essential: Three years Diploma in Handloom Technology or Textile Technology or Three years Diploma in Handloom & Textile Technology or equivalent from a recognized institution with One year's practical experience in a Weaving mill or Handloom or Powerloom factory. Must be well acquainted with weaving mechanism, cloth analysis and transfer of designs to point paper and loom.</p> <p>Note 1: The qualification is relaxable at the discretion of the Competent Authority in the case of candidates otherwise well qualified.</p> <p>Note 2: 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>Desirable: Experience of Teaching in a Government or recognized institution.</p>	2 years	<p>Job requirement (i) To work on different types of Handlooms/Powerlooms/ Unconventional looms. (ii) Do preparatory processes like Winding, Warping etc. and weaving on different types.</p> <p>Nature of duties-- To perform the duty of Winding, Warping, Weaving & other related works. To keep the Handloom/Powerloom/ Unconventional loom in good working condition for demonstration. (ii) To maintain all the machines and equipments of weaving lab in order and keep them neat and clean. (iii) To assist the Sr. Instructor/ Instructor/Demonstrator in various preparatory and weaving process.</p>

Sl. No.	Nomenclature of post with Pay Level in Pay Matrix as per 7 th 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
2.	<p>Lab. Attendant (Processing) Rs.18,000/- (Minimum of Pay Matrix in Level 1), PB-1 Rs.5200-20200 + GP. Rs.1800/- (Pre-revised)</p> <p>Classification: 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>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 & Spiti District and Panaji Sub-division of Chamba District of Himachal Pradesh, Andaman & Nicobar Island or Lakshadweep).</p>	<p>Essential Matriculate or its equivalent with two years' experience in a reputed process house involved in Bleaching, Dyeing, Printing and Finishing.</p> <p>Note 1: The qualification is relaxable at the discretion of the Competent Authority in the case of candidates otherwise well qualified.</p> <p>Note 2: 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>Desirable: Advance certificate course or Short Term course in Processing (Dyeing or Printing) from a recognized Institute or Weavers' Service Centres or Indian Institutes of Handloom Technology.</p>	2 years	<p>Job requirement: Preparation of dyes and chemicals, arrangement of lab equipment for demonstration, cleaning & maintenance of lab equipment, etc. and requirement of interaction with students.</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.