

(Advertisement published in the Employment News 27 August – 2 September, 2022)

GOVERNMENT OF INDIA  
MINISTRY OF TEXTILES  
INDIAN INSTITUTE OF HANDLOOM TECHNOLOGY  
KHEDAPALI, BHATLI ROAD, P.O. BARDOL  
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**Advertisement No. IHTB/Admn.11/Vol.VI/01**

Applications are invited from the eligible candidates for filling up of one post of Lab Assistant (Processing) on **Direct Recruitment** basis by **Indian Institute of Handloom Technology, Bargarh, Bhatli Road, Khedapali, Bargarh – 768038 (Odisha)** a subordinate office under the Office of the Development Commissioner for Handlooms, Ministry of Textiles. Selected Candidate may be posted at IIHT, Bargarh but likely to be transferred to anywhere in India.

S. No.	Name of the Post and Scale of Pay	No. of Post	Age limit	Category of post earmarked	Educational qualification & other qualification for Direct Recruitment
1	<b>Laboratory Assistant (Processing) Group-C (Non-Gazetted, Non-Ministerial) Pay Matrix, Level – 2 (Rs. 19,900 – 63,200)</b>	1 (One)	Below <b>30</b> years (Relaxable for Govt. Servant Up to 40 years)	<b>OBC</b>	<b>Essential:</b> i) <b>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.</b> ii) <b>One years' experience in dyeing laboratory or processing unit.</b>  <b>Note:</b> The qualification is relaxable at the discretion of the Competent Authority in the case of candidates otherwise well qualified.

**Eligibility for applications:**

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 be rejected and no correspondence will be entertained in this regard. Candidates are, therefore, advised to satisfy themselves before applying the post(s) that they possess the requisite essential qualification and experience. The prescribed essential qualifications are the bare minimum and mere possessing of the same does not entitle candidates to be called for the selection tests. The candidates who are willing to apply for the post are required to submit an application in the prescribed format (**Annexure-I**).

The upper age limit is relaxable for Government servants up to 10 years. The age relaxation will be admissible to such of the Government servants who are working in posts which are in the same line or allied cadres and where a relationship could be established that the service already rendered in a particular post will be useful for the efficient discharge of the duties of the post(s) recruitment to which has been advertised. The above concession will be admissible only where an employee has rendered not less than three years continuous service under Government.

**Selection Scheme:**

Selection of the aforesaid posts will be on the basis of Written & Practical tests, 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 Institute reserves the right to lay down any criteria for the purpose of short listing of the candidates for written test & practical tests.

**Last Date of Receipt of Applications:**

Application in the prescribed proforma (**affixing a recent passport size photograph**) must reach by **Speed Post/Registered Post** along with self-attested photocopies of all certificates for age, educational qualification, detail experience and SC/ST/OBC/PH Certificates, if any, to the undersigned **within 45 days** (52 days in respect of the candidates residing in NE Region, Jammu & Kashmir, Lahaul & Spiti District and Pangi Sub-division of Chamba District of Himachal Pradesh, A & N Islands or abroad) from the date of publication of this advertisement. The serving employees must send application through their respective employer; otherwise, the applications shall be summarily rejected. The Institute shall not be held responsible for any postal delay.

The decision of the Appointing Authority in all respect 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.

**The candidates may please note the following.**

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 NE Region, Jammu & Kashmir, Lahaul & Spiti District and Pangi Sub-division of Chamba District of Himachal Pradesh, A & N Islands).
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. The institute reserves the right to cancel the recruitment process entirely at any time.
5. Candidates claiming relaxation of Ex-servicemen should submit the certificate issued from the Competent Authorities alongwith copy of the discharge book in support of his claim.
6. Candidates claiming relaxation of Government Employees should submit the certificate in prescribed format (**Annexure – III**) (on letter head of the organization) alongwith declaration in support of his/her claim.
7. Candidates claiming experience may note that certificate of experience should be obtained in the prescribed format (**Annexure – IV**)
8. Any dispute in regard to this recruitment will be subject to courts/tribunals having jurisdiction in Bargarh.
9. No application seeking information under RTI Act shall be entertained till completion of selection process.

**Head of Office  
IIHT, Bargarh**



12. Educational /Professional Qualification Possessed / Examination passed:

Sl. No.	Name of the Examination	Year of Passing	Name of the Institute/Board/University	Percentage of Marks	Subjects

13. Work Experience (in chronological order) duly supported by experience certificates:

Sl. No.	Name of the Institution/ Establishment	Designation	Nature of Duties	Last Salary Drawn	From	To	Duration of Service		
							YY	MM	DD

**DECLARATION**

I do hereby declare that the information furnished in the format towards support of my educational qualification, experience and the other particulars in connection with my candidature for the post of Laboratory Assistant (Processing) at IIHT, Bargarh, Odisha is true and correct to the best of my knowledge and belief. In case any information is being found false or incorrect in near future, my candidature is liable to be treated as cancelled.

**List of Enclosures:**

1.		6.	
2.		7.	
3.		8.	
4.		9.	
5.		10.	

Place:

Date:

Signature of the Candidate

***The form of certificate to be produced by Other Backward Classes candidates applying for appointment to posts under the Government of India.***

This is to certify that Shri/Shrimati/Kumari\*..... son/daughter\* of Shri..... of village/town\* ..... in District/Division\*..... of the State/Union Territory\*.....belongs to the.....Community which is recognized as a backward class under :

@ Government of India, Ministry of Welfare Resolution No. 12011/68/93-BCC (C) dated 10th September, 1993 published in the Gazette of India Extraordinary Part-I, Section-1, No. 186 dated 13th September, 1993.

@ Government of India, Ministry of Welfare Resolution No. 12011/9/94-BCC dated 19-10-94, published in the Gazette of India Extraordinary Part-I, Section-1, No. 163 dated 20-10-1994.

@ Government of India, Ministry of Welfare Resolution No. 12011/7/95-BCC dated 24-5-95, published in the Gazette of India Extraordinary Part-I, Section-1, No. 88 dated 25-5-1995.

@ Government of India, Ministry of Welfare Resolution No. 12011/96/94-BCC dated 9th March, 1996 published in the Gazette of India Extraordinary Part-I, Section-1, No. 60 dated 11th March,1996.

@ Government of India, Ministry of Welfare Resolution No. 12011/44/96-BCC dated 6th December, 1996 published in the Gazette of India Extraordinary Part-I, Section-1, No. 210 dated 11th December,1996.

@ Government of India, Ministry of Welfare Resolution No. 12011/99/94-BCC dated 11th December, 1997 published in the Gazette of India Extraordinary Part-I, Section-1, No. 236 dated 12th December,1997.

@ Government of India, Ministry of Welfare Resolution No. 12011/13/97-BCC dated 3rd December, 1997 published in the Gazette of India Extraordinary Part-I, Section-1, No. 239 dated 17th December,1997.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/68/98-BCC dated the 27th October, 1999 published in the Gazette of India Extraordinary Part-I, Section-1, No. 241 dated the 27th October,1999.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/88/98-BCC dated 6th December, 1999 published in the Gazette of India Extraordinary Part-I, Section-1, No. 270 dated 6th December,1999.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/36/99-BCC dated 4th April, 2000 published in the Gazette of India Extraordinary Part-I, Section-1, No. 71 dated 4th April, 2000.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/44/99-BCC dated the 21st September, 2000 published in the Gazette of India Extraordinary Part-I, Section-1, No. 210 dated the 21st September, 2000.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12015/9/2000-BCC dated 6th September, 2001 published in the Gazette of India Extraordinary Part-I, Section-1, No. 246 dated 6th September, 2001.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/1/2001-BCC dated 19th June, 2003 published in the Gazette of India Extraordinary Part-I, Section, 1 No. 151 dated 20th June, 2003.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/4/2002-BCC dated 13th January, 2004 published in the Gazette of India Extraordinary, Part-I Section-1, No. 9 dated 13th January, 2004.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12011/14/2004-BCC dated 12th March, 2007 published in the Gazette of India Extraordinary, Part-I, Section-1, No. 67 dated 12th March, 2007.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12015/2/2007-BCC dated 18th August, 2010 published in the Gazette of India Extraordinary, Part-I, Section-1, No. 232 dated 18th August, 2010.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12015/2/2007-BCC dated 11th October, 2010 published in the Gazette of India Extraordinary, Part-I, Section-1, No. 274 dated 12th October, 2010.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12015/15/2008-BCC dated 16th June, 2011 published in the Gazette of India Extraordinary, Part-I, Section-1, No. -123 dated 16th June, 2011.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12015/13/2010-BC-II dated 8th December, 2011 published in the Gazette of India Extraordinary, Part-I, Section-1, No.-257 dated 8th December, 2011.

@ Government of India, Ministry of Social Justice and Empowerment Resolution No. 12015/05/2011-BC-II dated 17th February, 2014 published in the Gazette of India Extraordinary, Part-I, Section-1, No.-41 dated 17th February, 2014.

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

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 O.M. No. 36012/22/93-Estt(SCT) dated 8-9-1993 O.M. No. 36033/3/2004-Estt.(Res.) dated 9th March, 2004 and O.M. No. 36033/3/2004-Estt.(Res.) dated 14th October, 2008 and O..M. No. 36033/1/2013-Estt.(Res.) dated 27th May, 2013.

Signature.....

\*\*Designation..... (with seal of Office)  
State/Union Territory

Place.....

Date.....

\*Please delete the words which are not applicable.

@ Strike out whichever is not applicable.

**NOTE :** The term ‘ordinarily reside(s)’ used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

\*\* Authorities empowered to issue Other Backward Classes certificates will be the same as those empowered to issue Scheduled Caste/Scheduled Tribe certificates.

**Note 1 :** Candidates claiming to belong to OBCs should note that the name of their caste (including its spellings) as indicated in their certificates, should be exactly the same as published in the lists notified by the Central Government from time to time. A certificate containing any variation in the caste name will not be accepted.

**Note 2 :** The OBC claim of a candidate will be determined in relation to the State (or part of the State) to which his/her father originally belongs. A candidate who has migrated from one State (or part of the State) to another should, therefore, produce an OBC certificate which should have been issued to him/her based on his/her father’s OBC certificate from the State to which he (father) originally belongs.

**Note 3 :** No change in the community status already indicated by a candidate in his/her simplified application form for this examination will ordinarily be allowed by the Commission.

(B-1) The format of undertaking to be furnished along with the DAF by Other Backward Class candidates applying for appointment to posts under the Government of India.

Dated:

**AGE RELAXATION CERTIFICATE**

This is certified that Shri / Ms \_\_\_\_\_  
S/o. D/o. W/o Shri \_\_\_\_\_ is a regularly appointed an  
employee of this Organization / Department/ Ministry and duties performed by him / her duties the periods  
are as under:-

Certified That:

\*(a) Shri / Smt. / Kum \_\_\_\_\_ holds substantively a permanent post of  
\_\_\_\_\_ in the Office / Department of  
\_\_\_\_\_ with effect from \_\_\_\_\_.

\*(b) Shri / Smt. / Kum \_\_\_\_\_ has been continuously in temporary  
service on a regular basis under the Government in the post of \_\_\_\_\_  
in the Office / Department \_\_\_\_\_ with effect  
from \_\_\_\_\_.

Signature \_\_\_\_\_

Name : \_\_\_\_\_

Designation : \_\_\_\_\_

Ministry / Office: \_\_\_\_\_

Address : \_\_\_\_\_

Office Seal : \_\_\_\_\_

Place :

Date :

Dated: \_\_\_\_\_

**EXPERIENCE CERTIFICATE**

This is to certify that Shri/Ms. \_\_\_\_\_  
S/o, D/o, W/o \_\_\_\_\_ was/is an employee of this Organization  
/Department/Ministry and duties performed by him/her during the period (s) are as under:

<b>Name of the Post held</b>	<b>From dd/mm/yy</b>	<b>To dd/mm/yy</b>	<b>Total period dd/mm/yy</b>	<b>Nature of Appointment. Permanent, Regular, Temporary, Part-time, Guest Honorary etc.</b>	<b>Department/Specialty/Field Experience</b>
<b>(1)</b>	<b>(2)</b>	<b>(3)</b>	<b>(4)</b>	<b>(5)</b>	<b>(6)</b>
<b>Pay Scale and Last Salary drawn</b>	<b>Duties performed/experience gained in brief in each post (please give details, if need be, in attached sheet signed with seal</b>				<b>Place of Posting</b>
<b>(7)</b>	<b>(8)</b>				<b>(9)</b>

2. It is certified that above facts and figures are true and based on service records available in our organization/Department/Ministry.

Signature: \_\_\_\_\_

Name of Component Authority: \_\_\_\_\_

Stamp of Component Authority: \_\_\_\_\_