



सत्यमेव जयते



राष्ट्रीय खाद्य प्रौद्योगिकी उद्यमशीलता एवं प्रबंधन संस्थान
(सम विश्वविद्यालय एवं खाद्य प्रसंस्करण उद्योग मंत्रालय, भारत सरकार के अधीन स्वायत्त संस्थान)
National Institute of Food Technology Entrepreneurship and Management
(Deemed to be University & Autonomous Institute under Ministry of Food Processing Industries, Government of India)
Date: 23.05.2019

F. No. N/S/K/1546/2018/263

To
Sh. Narender Hooda
S/o Sh. Ramkishan Hooda
C-82, University Campus, D.C.R.U.S.T., Murthal
Sonapat-131039, Haryana.
Email-drnhooda@gmail.com

Subject: Offer of Appointment for the post of Controller of Examinations, NIFTEM, Level-14 in 7th CPC (Rs. 144200-218200) on tenure basis-reg.

Ref. Vacancy Notice No. N/S/K/1546/2018 dated 24.04.2018.

Sir,

With reference to your application for the said post and subsequent interview held on 12.04.2019, we are pleased to offer the appointment to the post of **Controller of Examinations, NIFTEM, Level-14 in 7th CPC (Rs. 144200-218200)**, subject to the following terms and conditions:-

1. Pay and allowance:

The pay will be fixed in **Level-14 in 7th CPC**. In addition, you will also be entitled to other allowances as admissible from time to time as per rules of the Institute, read with instructions issued by Govt. of India on the subject from time to time.

2. Tenure:

The appointment will be made initially for a period of **five years** or until further orders whichever is earlier.

3. Leave:

Leave shall be regulated by the leave rules of his parent organization.

4. Residential Accommodation:

NIFTEM is a fully residential Institute. It is mandatory for all employees to stay in the campus in the allotted residence of entitled Level/Pay Band & Grade Pay, subject to availability otherwise you will be entitled for HRA as per rules. In case residence is not allotted, the individual have to make his/her own arrangement till allotment is made.

5. Medical Attendance and Treatment:

The employees of the Institute are entitled to medical attendance and treatment including reimbursement of medical expenses incurred by them on themselves and their families as per Rules of NIFTEM.

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6. Leave Salary/Pension Scheme:

You will be governed by Leave Salary/Pension Scheme or the New Pension Scheme as applicable to you in the parent organization.

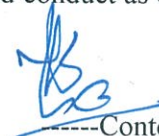
7. Joining Formalities:

The following documents are required to be furnished at the time of joining NIFTEM. You have to bring all certificates in original (with two self attested copies). The original document will be returned after verification:

- (a) Relieving order from Parent organization and Vigilance Clearance Certificate.
- (b) SSLC or High School Certificate in proof of Date of Birth.
- (c) Certificates relating to Educational, Technical Qualifications and previous services, (if any).
- (d) Last Pay/Salary Certificates
- (e) Undertaking - affirming that you have never been prosecuted for any criminal offence nor there is any criminal case pending against you in any court of law.
- (f) Certificate of SC/ST/OBC, (if applicable).
- (g) Four copies of colour passport size photograph.
- (h) List of dependents with joint photograph.
- (i) PAN Card
- (j) ID Proof

8. Other Conditions:

- (a) Every employee of the Institute has to take an oath of allegiance to the Constitution of India. The oath will be administered by Competent Authority of the Institute.
- (b) You will not undertake any other part-time remunerative work without prior permission of NIFTEM.
- (c) You will not be granted permission to pursue further studies during the tenure period and if already sought admission for some courses, the same shall have to be withdrawn.
- (d) During the tenure period, you will not apply for a post outside or appear in interview without prior, permission of NIFTEM.
- (e) No TA will be paid to you for joining the duty.
- (f) If at any time during your service, it is found that you have concealed facts or misrepresented facts or made wrong declaration in your application for the post or submitted wrong documents, your services are liable to be terminated without notice.
- (g) Your services are liable to be transferred anywhere in India.
- (h) As soon as you join service of the NIFTEM, you will have to take pledge that you will work with utmost secrecy and sincerity while discharging your duties at NIFTEM.
- (i) All other terms and conditions of service and rules of discipline and conduct as contained in CCS (Conduct) Rules, 1964 will be applicable.



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9. The appointment and the terms & conditions thereof will further be regulated under relevant instructions issued by Govt. of India read with NIFTEM Service Rules.
10. You are required to communicate your acceptance to this offer within 10 days from the date of issue of this letter and **join the Post at NIFTEM within one month.**

We welcome you to NIFTEM family and hope to have a long and fruitful association with us.

This issue with the approval of the Competent Authority.



Registrar

Copy to:

1. PS to Hon'ble Vice Chancellor
2. Registrar, DCR University of Science & Technology, Murthal-131039, Sonapat, Haryana, India – for information.
3. PA to Registrar, NIFTEM
4. Assistant Registrar (Pers.)
5. Guard file/ Concerned file