

**RECRUITMENT RULES (2017) FOR THE POST OF DRAUGHTSMAN GR.II, NATIONAL INSTITUTE OF HYDROLOGY, ROORKEE**

Name of Post	Number of Post	Classification	Pay Level in the Pay Matrix	Whether selection post or non-selection post	Age limit for direct recruits	Education and other qualifications required for direct recruitments	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Period of probation if any,
1	2	3	4	5	6	7	8	9
DRAUGHTSMAN GR.II	01* (2017)	Group C, Non Gazetted, Non-Ministerial	Level-5 of the Pay Matrix (Rs. 29200-92300)	Not Applicable	Between 18-27 years (Relaxation up to 32 years for Government servants, SC/ST and 30 years for OBC in accordance with instructions or orders issued by Central Government) on the closing date for receipt of application from candidates NOTE: The crucial date for determining the age limit shall be the closing date for receipt of application from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Laddakh Division of Jammu and Kashmir State, Lahaul and Spiti District and Pangi Sub-division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands and Lakshdweep).	<b>Essential Qualifications</b> 1. Matriculation or equivalent from a recognized University/Board 2. Diploma in Civil Engineering from a recognized Institute of not less than 3 years duration.	Not Applicable	Two years



(S.K. KATARIA)

Under Secretary to Government of India

Tel.No. 23716928

Method of recruitment whether by direct recruitment or by promotion or by deputation, absorption and percentage of the vacancies to be filled by various methods.	In case of recruitment by promotion/deputation, grades from which promotion/deputation to be made	If a departmental Promotion committee exists, what is its composition	Circumstances in which Union Public Service Commission is to be consulted in making recruitment																											
10	11	12	13																											
100% by direct recruitment	Not applicable	<p><b>Selection Committee for Direct Recruitment consisting of:</b></p> <table border="1"> <tr> <td>1.</td> <td>Scientist G/F, NIH (to be nominated by Director, NIH)</td> <td>Chairman</td> </tr> <tr> <td>2.</td> <td>Under Secretary, MoWR, RD&amp;GR</td> <td>Member</td> </tr> <tr> <td>3.</td> <td>An outside expert not below the rank of Under Secretary ( to be nominated by Director, NIH.</td> <td>Member</td> </tr> </table> <p><b>Departmental Confirmation Committee consisting of :</b></p> <table border="1"> <tr> <td>1.</td> <td>Scientist G/F, NIH (to be nominated by Director, NIH)</td> <td>Chairman</td> </tr> <tr> <td>2.</td> <td>Scientist C NIH (to be nominated by Director, NIH)</td> <td>Member</td> </tr> <tr> <td>3.</td> <td>Sr. Admn. Officer, NIH</td> <td>Member</td> </tr> </table> <p><b>Screening Committee for Direct Recruitment consisting of:</b></p> <table border="1"> <tr> <td>1.</td> <td>Scientist D, NIH (to be nominated by Director, NIH)</td> <td>Chairman</td> </tr> <tr> <td>2.</td> <td>Under Secretary, MoWR, RD&amp;GR</td> <td>Member</td> </tr> <tr> <td>3.</td> <td>Sr. Admn. Officer, NIH</td> <td>Member</td> </tr> </table>	1.	Scientist G/F, NIH (to be nominated by Director, NIH)	Chairman	2.	Under Secretary, MoWR, RD&GR	Member	3.	An outside expert not below the rank of Under Secretary ( to be nominated by Director, NIH.	Member	1.	Scientist G/F, NIH (to be nominated by Director, NIH)	Chairman	2.	Scientist C NIH (to be nominated by Director, NIH)	Member	3.	Sr. Admn. Officer, NIH	Member	1.	Scientist D, NIH (to be nominated by Director, NIH)	Chairman	2.	Under Secretary, MoWR, RD&GR	Member	3.	Sr. Admn. Officer, NIH	Member	Not Applicable
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(File No. 11/14/2017-E.II)



(S.K. KATARIA)

Under Secretary to Government of India

Tel.No. 23716928

Date: 12-09-2017

**RECRUITMENT RULES (2017) FOR THE POST OF STAFF CAR DRIVER (GRADE-I), NATIONAL INSTITUTE  
OF HYDROLOGY, ROORKEE**

Name of Post	Number of Post	Classifi- cation	Pay Level in the Pay Matrix	Whether selection post or non- selection post	Age limit for direct recruits	Education and other qualifications required for direct recruitments	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Period of probation if any,	Method of recruitment whether by direct recruitment or by promotion or by deputation, absorption and percentage of the vacancies to be filled by various methods.
1	2	3	4	5	6	7	8	9	10
STAFF CAR DRIVER (GRADE-I)	04* (2017)	Group C, Non Gazetted, Non- Ministerial	Level-5 of the Pay Matrix (Rs. 29200- 92300)	Non- Selection	Not applicable	Not applicable	NO	Not applicable	100% by promotion

*Rixit*  
08/09/17

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Date: 08-09-2017



In case of recruitment by promotion/deputation, grades from which promotion/deputation to be made	If a departmental Promotion committee exists, what is its composition	Circumstances in which Union Public Service Commission is to be consulted in making recruitment									
11	12	13									
<p>Staff Car Driver Grade II with five years' regular service in the Level or 13 years combined regular service in the levels of Staff Car Driver (Grade-II) and Staff Car Driver (Ordinary Grade), subject to passing of Trade Test of appropriate standard.</p> <p>Note: Where juniors who have completed their qualifying/eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying/eligibility service by more than half of such qualifying/eligibility service or two years, whichever is less and have successfully completed their probation period for promotion to the next higher grade along-with their juniors who have already completed such qualifying/eligibility service.</p>	<p><b>Departmental Promotion Committee consisting of :</b></p> <table border="1" data-bbox="931 354 1568 529"> <tbody> <tr> <td data-bbox="931 354 981 423">1.</td> <td data-bbox="981 354 1384 423">Scientist D, NIH (to be nominated by Director, NIH)</td> <td data-bbox="1384 354 1568 423">Chairman</td> </tr> <tr> <td data-bbox="931 423 981 461">2.</td> <td data-bbox="981 423 1384 461">Sr. Admn. Officer, NIH</td> <td data-bbox="1384 423 1568 461">Member</td> </tr> <tr> <td data-bbox="931 461 981 529">3.</td> <td data-bbox="981 461 1384 529">Under Secretary, MoWR, RD&amp;GR</td> <td data-bbox="1384 461 1568 529">Member</td> </tr> </tbody> </table>	1.	Scientist D, NIH (to be nominated by Director, NIH)	Chairman	2.	Sr. Admn. Officer, NIH	Member	3.	Under Secretary, MoWR, RD&GR	Member	<p>Not Applicable</p>
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(File No. 11/14/2017-E.II)

*R.N. DIXIT*  
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(R.N. DIXIT)

Under Secretary to the Govt. of India  
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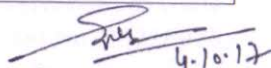
Date : 08-09-2017

## RECRUITMENT RULES (2017) FOR THE POST OF STENOGRAPHER, NATIONAL INSTITUTE OF HYDROLOGY, ROORKEE

Name of Post	Number of post	Classification	Pay Level in the Pay Matrix	Whether selection post or non-selection post	Age limit for direct recruits	Educational and other qualifications required for direct recruitments
1	2	3	4	5	6	7
STENOGRAPHER	05* (2017)	Group C, Non- Gazetted./ Ministerial	Level-4 of Pay (Rs.25500- 81100/-).	Not applicable	Not applicable	<p>Between 18 to 27 years of age. [Relaxation upto 32 years for Government servants, SC/ST and 30 years for OBC in accordance with the instructions or orders issued by the Central Government on the closing date for receipt of application from candidates.</p> <p>NOTE: The crucial date for determining the age limit shall be the closing date for receipt of application from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Laddakh Division of Jammu and Kashmir State, Lahaul and Spiti District and Pangi Sub Division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands and Lakshdweep).</p>

\*Subject to variation dependent on work load.

Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Period of probation, if any	Method of recruitment whether by direct recruitment or by promotion or by deputation absorption and percentage of the vacancies to be filled by various methods.
8	9	10
<p>Essential:</p> <ol style="list-style-type: none"> <li>1. A Bachelor's Degree in Science/Arts/Commerce from a recognized University as may be specified according to requirement.</li> <li>2. Skill Test: Dictation 10 minutes @80 words per minutes Transcription: 50 minutes in English, 65 minutes in Hindi (On computer).</li> </ol>	Two years	100% by direct recruitment.

  
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 Tel.No. 23716928  
 Date: 4-10-2017

