

F. No. L.12019/1/2020-AS  
Government of India  
Ministry of AYUSH  
(Ayurveda Section)

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GPO Complex, B Block,  
AYUSH Bhawan,  
INA, New Delhi  
Dated: 30<sup>th</sup> September, 2020

**VACANCY CIRCULAR**

**Sub: Filling up the post of Director, North Eastern Institute of Ayurveda & Homoeopathy (NEIAH), Shillong - reg.**

It is proposed to fill up the post of Director, North Eastern Institute of Ayurveda & Homoeopathy (NEIAH), Shillong, an autonomous body under the Ministry of AYUSH, Government of India.

2. The post is proposed to be filled up on deputation including short term contract basis for a period not exceeding 5 years. The details regarding eligibility conditions for the post etc are given in **Annex-I**.

3. The application in the prescribed proforma complete in all respect should reach through proper channel to Shri A. J. J. Kennedy, Under Secretary (Ayurveda), Ministry of AYUSH, Government of India, AYUSH Bhawan, B-Block, GPO Complex, INA, New Delhi-110023 within 45 days from the date of publication of the advertisement for this post in the Employment News/Rozgar Samachar. The format for the application is given at **Annex-II**. Details are also available on the website of this Ministry ([www.ayush.gov.in](http://www.ayush.gov.in)) and North Eastern Institute of Ayurveda & Homoeopathy(NEIAH) ([www.neiah.nic.in](http://www.neiah.nic.in)).

4. Hindi version will follow.

  
(A. J. J. Kennedy)

Under Secretary to the Government of India  
Telefax: 011-24651961

**Encl:** as above

**To:**

All Ministries/ Departments/ Chief Secretaries to State Governments/ Administrators, UT Administrations for wider circulation of the vacancy.

**Copy to:-**

1. Director, NEIAH, Shillong. It is requested that it may be posted on the website of NEIAH.
2. All field organizations of Ministry of AYUSH with the request to upload it on their website.
3. DOPT with the request to upload it on their website.
4. Director, NIC, Ministry of AYUSH for posting on the Ministry's website.



**Government of India**  
**Ministry of AYUSH**  
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**Filling up the post of Director, North Eastern Institute of Ayurveda & Homoeopathy (NEIAH), Shillong -reg.**

Applications are invited, **in duplicate**, from eligible candidates for filling up the post of Director, North Eastern Institute of Ayurveda & Homoeopathy (NEIAH), Shillong, an autonomous body under the Ministry of AYUSH, Government of India. The eligibility criteria and other details are given below. Details are also available on the website of this Ministry ([www.ayush.gov.in](http://www.ayush.gov.in)) and North Eastern Institute of Ayurveda & Homoeopathy (NEIAH) ([www.neiah.nic.in](http://www.neiah.nic.in)).

1	Name of the post	Director
2	Number of post	One
3	Mode of appointment	Deputation/Short Term Contract
4	Scale of pay/ Grade Pay	Level 14 of the pay matrix (Rs. 1,44,200-218200) plus NPA (Pre-revised - PB-4 with GP of Rs. 10,000/- plus NPA)
5	Maximum Age limit	Not exceeding 58 years as on the closing date for receipt of application
6	Eligibility Criteria	<p>Officers of the Central/ State Government/ Autonomous bodies/ Research Institutions/ Public Sector Undertakings/ Semi Government statutory or Autonomous organization funded by the Government with the qualifications and experience as stated below.</p> <p><b>Essential Qualification</b></p> <p>5. Post Graduate Degree in Ayurveda recognized under the Provision of the Indian Medicine Central Council Act, 1970</p> <p style="text-align: center;">OR</p> <p>6. Post Graduate Degree in Homoeopathy recognized under the Provision of the Homoeopathy Central Council Act, 1973.</p> <p>7. Enrolment in the Central/ State Register of Indian Medicine/ Central/ State Register of Homoeopathy as the case may be.</p> <p>8. 20 years' service in a Group A level post having a minimum of three years PG teaching:-</p> <p>(i) In a post with 3 years regular service at Level 13 of the Pay Matrix (Pre-revised - PB-4 with GP of Rs. 8700) as Professor or equivalent/ corresponding pay scales as applicable to the post.</p> <p style="text-align: center;">OR</p>

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		<p>(ii) 8 years' regular service in a post at Level 12 of the Pay Matrix (Pre-revised - PB-3 with GP of Rs. 7600) as Professor/ Reader/ Associate Professor or equivalent or corresponding pay scales as applicable to the post.</p> <p><b>Desirable:</b></p> <p>5. Administrative experience in the field of Ayurveda or Homoeopathy in Central/ State Government/ Autonomous bodies.</p> <p>6. Ph.D in Ayurveda/ Homoeopathy or in allied Sciences.</p> <p>7. Publication of original articles in peer reviewed journals/ books on Ayurveda or Homoeopathy as the case may be.</p> <p>8. Post Graduate Diploma or Degree in Health Care Management/ Hospital Administration.</p>
7	Tenure of appointment	The tenure will be of 5 years or upto the date of retirement in the parent organization or as decided by the Government, whichever is the earliest.
8	Duties and Responsibilities	<p>iii. To act as in charge of overall administration for proper management and affairs of the North Eastern Institute of Ayurveda &amp; Homoeopathy (NEIAH), Shillong</p> <p>iv. To function as the Member Secretary of the Governing Body.</p>
9	Place of duty	Shillong, Meghalaya
10	Last Date for receipt of applications	The application in the prescribed proforma complete in all respect should reach through proper channel to Shri A. J. J. Kennedy, Under Secretary (Ayurveda), Ministry of AYUSH, Government of India, AYUSH Bhawan, B-Block, GPO Complex, INA, New Delhi-110023 within 45 days from the date of publication of the advertisement for this post in the Employment News/Rozgar Samachar. Those who have already submitted their application through proper channel in response to the earlier vacancy circular/ need not apply again.
11	General Instructions	Applications not received through proper channel as well as those received after closing date of receipt of Application shall not be entertained and summarily rejected.

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**Annex II****Application for the post of Director, North Eastern Institute of Ayurveda & Homoeopathy(NEIAH), Shillong**

1	Name in Block letters				Affix self attested recent passport size Photograph		
2	Address /Tel No./Mobile No./ E-mail ID						
3	Date of Birth (in Christian era)						
4	Age as on the closing date for receipt of application						
5	Age of superannuation in the parent organisation						
6	Educational and other Qualifications						
	S. No	Qualification	Board/ Institution	Year of Passing	Percentage/ Position/ Division		
7	Published research work						
	S.No.	Topic	Name of Publication				
8.	Details of Employment, in chronological order.						
	Name of Office	Post held	Nature of employment i.e. Ad-hoc or temporary or quasi-permanent or permanent or deputation	From	To	Scale of Pay	Nature of duties performed
9	Please state clearly whether in the light of the entries made by you above, you meet the requirements of the post.						
10	Additional information, if any, which you would like to mention in support of your suitability for the post.						
11	List of documents attached (All documents should be duly self attested. Application should be continuously page numbered)						
	S No.	Name of the documents			Page No		



I hereby declare that all statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found suppressed/false or incorrect or ineligibility being detected before or after the selection, my candidature/appointment is liable to be cancelled.

Signature of the candidate \_\_\_\_\_

Name of Candidate \_\_\_\_\_

Place : \_\_\_\_\_

Date : \_\_\_\_\_

**CERTIFICATE/DOCUMENTS TO BE GIVEN BY HEAD OF OFFICE OF THE APPLICANT**

1. It is certified that the particulars furnished by the official are correct.
2. It is certified that no disciplinary/vigilance case is either pending or contemplated against the applicant and he/she is clear from the Vigilance angle.
3. It is certified that no major/minor penalty has been imposed on him/her during the last 10 years.
4. The record of service of the official has been carefully scrutinized and it is certified that there is no doubt about his/her integrity.
5. This office has no objection and the applicant will be immediately relieved consequent upon his/her selection for the post of Director, North Eastern Institute of Ayurveda & Homoeopathy (NEIAH), Shillong.
6. The photocopies of APARs/ACRs for the last 5 years duly attested on each page are enclosed.

Date:.....  
Signature:.....  
Place:.....

Name:.....  
Designation:.....  
Name of organization-----

OFFICIAL SEAL