



**PT. DEENDAYAL UPADHYAYA**  
**INSTITUTE FOR THE PHYSICALLY HANDICAPPED**  
*Department of Empowerment of Persons with Disabilities*  
*(Under Ministry of Social Justice & Empowerment, Govt. of India)*  
**4- Vishnu Digamber Marg, New Delhi-110 002**  
[www.iphnewdelhi.in](http://www.iphnewdelhi.in)

**VACANCY CIRCULAR**

Pt.DUIPH is an autonomous Institute under administrative and financial control of Department of Empowerment of Persons with Disability, Ministry of Social Justice and Empowerment, Govt. of India. It stands committed to foster education in the field of physiotherapy, occupational therapy and prosthetics & orthotics backed by a quality conscious work culture devoted to serve the talented student community and the society. The main objective of the Institute is to develop manpower to serve the persons with locomotor impairments of all age groups. The Institute invites **ONLINE APPLICATIONS** for following posts on **Deputation basis/ Direct Recruitment.**

SI. NO.	Name of the Posts	No. of Posts	Pay band + Grade pay	Age Limit	Category					Mode of Recruitment
					S C	ST	OBC	PH/ VH/ HH	UR	
1.	Lecturer (Prosthetics and Orthotics)	02	Rss.15600-39100+ GP Rs.5400(PB-III)	40years	-	-	-	-	02	Deputation basis/Direct Recruitment
2	Senior Physiotherapist	03	Rs.9300-34,800 + Grade pay Rs.4600/-(PB-II)	35 yrs	-	-	01	-	02	Deputation basis/Direct Recruitment
3.	Demonstrator Occupational Therapist	01	Rs.9300-34,800 + Grade pay Rs.4200/-(PB-II)	30 yrs	01	-	-	-	-	Deputation basis/Direct Recruitment
4.	Occupational Therapist	02	Rs.9300-34,800 + Grade pay Rs.4200/-(PB-II)	28 yrs	01	01	-	-	-	Direct Recruitment
5.	Sr. Limb Maker	01	Rs.5200-20200 + Grade Pay Rs.2800(PB-I)	30yrs.	-	-	-	-	01	Direct Recruitment
6.	Sr. Caliper Maker	01	Rs.5200-20200 + Grade Pay Rs.2800(PB-I)	30yrs.	-	-	-	-	01	Direct Recruitment
7.	Leather Worker	01	Rs.5200-20200 + Grade Pay Rs.2400(PB-I)	30yrs	-	-	-	-	01	Direct Recruitment
8.	Caliper Maker	03	Rs.5200-20200 + Grade Pay Rs.2400(PB-I)	30 yrs	-	-	-	-	03	Direct Recruitment
9.	Jr. Limb Maker cum PO Technician Gr.III	03	Rs.5200-20200 + Grade Pay Rs.1900(PB-I)	30 yrs.	-	-	-	-	03	Direct recruitment
10.	Jr. Caliper Maker cum PO Technician Gr.III	01	Rs.5200-20200 + Grade Pay Rs.1900(PB-I)	30yrs	-	-	-	-	01	Direct recruitment

For detailed advertisement, educational qualifications, experience etc., visit [www.iphnewdelhi.ac.in](http://www.iphnewdelhi.ac.in) or [www.iphnewdelhi.in](http://www.iphnewdelhi.in) . The last date for receiving the applications online will be 30 days from the date of publishing the advertisement in the newspaper.

**DIRECTOR**

**S.No. 1-(i) Essential Qualification:** Bachelor degree in Prosthetics and Orthotics with 5 years teaching experience. **OR** Diploma in Prosthetics and Orthotics with 8 years teaching experience can be considered **OR** Post Graduate in Prosthetics and Orthotics with 3 years teaching experience.

**(ii) Desirable Qualification:** PhD in the relevant field

**(iii) Remarks:** Experience may be relaxed by the Competent for the candidates having desirable qualification.

**(iv) Deputation:** - From amongst the working Lecturer P&O having 2 years of regular service working in recognized Institution / College/University **OR 4 years regular service in teaching post in the scale of Rs.9300-34800 + Grade pay Rs.4600** in the recognized Institution.

**S.No. 2-(i) Essential Qualification:** Degree in Physiotherapy from a recognized University

**(ii) Desirable Qualification:** Post Graduate Degree in PT from a recognized University

**(iii) Experience:** 5 yrs. experience in recognized Institution/ College /University/Hospital.

**(iv) Deputation:** - From amongst the working senior PT or an equivalent post having 2 years of service in the pay band of Rs.9300-34800 + Grade pay Rs.4200/- in a recognized Institution /College/ University.

**S.No. 3 (1). Essential Qualification:** Degree in OT from a recognized University & having good academic record.

**(2) Desirable Qualification:** Master in OT

**(3) Experience:** 3Yrs teaching / research experience from recognized Institution/ College, Govt. Hospital/ University/ Autonomous Body.

**Remarks:** Experience may be relaxed by the Competent Authority in case of otherwise suitable candidates.

**Deputation:** From amongst working Demonstrator (OT) having 3years service in the grade in the Govt. Hospital/ Institution/ University/ Autonomous Body.

**S.No.4 (1) Essential Qualification:** Degree in OT from a recognized University & having good academic record.

**(2). Desirable Qualification:** Master in OT

**(3). Experience:** 1 year teaching /Clinical/research experience from recognized Institution/ College, Govt. Hospital/ University/ Autonomous Body.

**Remarks:** Experience may be relaxed by the Competent Authority in case of otherwise suitable qualification.

**S.No.5 & 6 Essential Qualification:** (i) 10+2 with 3 year Experience of working in a Rehabilitation Institute.

(ii) ITI Certificate/Diploma in relevant trade and 2years experience of working in a Rehabilitation Workshop

**2. Desirable Qualification:** Degree in Prosthetics and Orthotics.

**3. Age** will be relaxable up to 15 years for otherwise well qualified (Degree/Diploma holders in P&O) and well experienced candidates.

**S.No. 7-(i) Essential Qualification:** Secondary school certificate or equivalent from a recognized Board of University.

(ii) ITI certificate/ diploma in Prosthetic /Orthotics.

**(iii) Experience:** 3 yrs. experience in any Rehabilitation /Limb fitting center or 5 years working experience in the relevant trade in any rehabilitation / Limb fitting center.

**S.No.8- Essential Qualification :**(i) Secondary School Certificate or equivalent from a recognized board or University.

(ii). ITI certificate/Diploma in Prosthetic/Orthotics.

(iii) 3 Yrs. Experience in any rehabilitation/limb fitting center or 5 yrs. working experience in the relevant trade in any established rehabilitation limb fitting center.

**S.No. 9 & 10- (1) Essential Qualification:** 10+2 with 3years experience, 3 years experience of working of Rehabilitation Institute.

**(2) Desirable Qualification:** (i) ITI certificate in relevant trade and 2 yrs experience of working in Rehabilitation Workshop.

(ii) Degree/or Diploma in Prosthetics and Orthotics.

(iii) Age will be relaxable up to 15 years for otherwise well qualified (Degree/Diploma holder in P&O) and well experienced candidates.

### General Instructions for all candidates

1. The number of vacancies may increase or decrease.
2. Reservation for SC/ST/OBC/PWD/Ex Serviceman will be as per Govt. of India rules.
3. Advertisement published for any of the post can be cancelled.
4. Relaxation in age limit will be as per Govt. of India/Institute's rules.
5. The Educational qualification, maximum age, experience and other conditions of eligibility as stipulated against the post shall be determined as on the closing date of receipt of applications.
6. The minimum age of the applicant should be 18 year as on the closing date of the receipt of the applications (should be from date of publication of advt).
7. The candidate must be a citizen of India.
8. Applications which do not meet all criteria given in this advertisement / incomplete applications will be summarily rejected.
9. Candidates should not furnish any particulars that are false, tampered, fabricated or suppress any material information while registering the application and submitting the certified copies / testimonials.
10. At the time of written examination/skill test/interview, if a candidate is found guilty of using unfair means or impersonating or misbehaving in the examination hall / interview hall or taking away the question booklet, answer sheet, from the examination hall; or resorting to any other unfair means in connection with his/her candidature for the selection; or obtaining support of his/her candidature by any means, such candidate will be liable to criminal prosecution, and disqualified from the examination / skill test/interview either permanently or for a specified period from any examination or selection held by the Institute.
11. Application Form must be accompanied by a demand draft of Rs.500/- for General category, Rs.300/-for OBC category and Rs.100/- for candidates belonging to SC, ST & PH Category drawn in favour of "Director, Pt. Deendayal Upadhyaya Institute for the Physically Handicapped (Pt.DUIPH)" payable at Delhi. No other mode of payment will be accepted by the Institute.
12. Fee once paid will not be refunded on any account nor would this fee be held in reserve for future examination / selection.
13. The candidates applying for more than one post should submit separate application form along with separate requisite fee.
14. Applications which are incomplete in any respect will be rejected and the fee will be forfeited.
15. Decision of the Institute in all matters regarding eligibility of the candidate, the stages at which such scrutiny of eligibility is to be undertaken, the documents to be produced for the purpose of the conduct of interview, selection and any other matter relating to recruitment will be final and binding on the candidate. Further, the Institute reserves right to stall / cancel the recruitment partially / fully at any stage

during the recruitment process at its discretion, which will be final and binding on the candidate.

16. No correspondence or personal enquiries shall be entertained by the Institute.
17. Institute may, at its discretion, hold re-examination / re-skill test/ re-interview wherever necessary in respect of a centre / venue / specified post or candidate(s).
18. The successful candidates in written test, (if required for the post), are required to submit all the documents pertaining to Age, Qualification, Experience, Caste etc at the time of interview for verification. If any candidate found ineligible while verifying the documents, shall not be allowed to take up interview.
19. Candidates belonging to SC / ST / OBC / Persons with Disabilities categories should keep ready an attested copy of certificate issued by competent authority in the prescribed format as stipulated by Government of India. **Where ever the OBC category has been mentioned, it means only candidates not in the creamy layer.** In case of candidates belonging to OBC category, certificate should specifically contain a clause that the candidate does not belong to creamy layer section excluded from the benefits of reservation for Other Backward Classes in Civil post & services under Government of India. (**Download the format "Form of Declaration/Undertaking To Be Submitted By The OBC Candidate {In Addition To The Community Certificate (OBC)}**) and submit along with the application form. OBC caste certificate should not be more than one year old.
20. Ex-serviceman has to produce a copy of the discharge Certificate / pension payment order and documentary proof of rank last / presently held (substantive as well as acting) at the time of interview. Those who are still in defence service should submit a certificate from a competent authority that they will be relieved from defence services.
21. Appointment of selected candidates is subject to his/her being declared medically fit as per the requirement of the Institute & receiving satisfactory report from referees.
22. Canvassing in any form will be treated as disqualification.
23. In case any dispute arises on account of interpretation in versions other than English, English version will prevail.
24. No candidate is permitted to use Calculator, Cell Phone, Pager or any other instruments in the examination hall.
25. Candidates short-listed in the written test (if required for the post) shall be called for the trade test/interview as the case may be, at specified date, time & place. Before the interview, candidate shall have to produce the following documents (in original) along with their self attested photocopies:
  1. Caste Certificate (for SC/ST & OBC candidates);
  2. Income Certificate for proof against belonging to non-creamy layer (for OBC candidates);
  3. Domicile Certificate (for SC/ST & OBC candidates);
  4. High School Certificate containing "Date of birth";
  5. Certificate & Mark sheets for Technical/ Professional qualification/Academic qualification as a proof for eligibility;
  6. Certificate for belonging to "Ex-Service man category" (if applicable);
  7. Certificate of belonging to Physically Handicapped Category;

If any of the required documents mentioned above is found to be missing or unsatisfactory, candidature of the applicant shall automatically stand cancelled at any stage of recruitment, or later stage. The responsibility of the same shall be entirely of the candidate and Institute shall not be responsible in any of such cases.

26. Employment of the Institute shall be governed by the rules and regulations, service conditions, as may be notified by the Institute from time to time.
27. Application Form must also be accompanied by self attested copies of Educational and Professional Qualifications, Experience, Caste Certificate/PH Certificate/ Ex-Serviceman Certificate (in case claiming benefit of reservation).
28. Fulfillment of conditions of minimum qualification shall not necessarily entitle any applicant to be called for further process of recruitment. In case of large number of applicants, Institute reserves the right to short-list applications in any manner as may be considered appropriate and no reason for rejection shall be communicated and no claim for refund of fee shall be entertained in any case.
29. No correspondence whatever will be entertained from the candidates regarding postal delays, conduct, result and reason for not being short-listed.
30. Abbreviation used are denoted as under: UR- Un-Reserved (General), SC-Scheduled Caste, ST- Scheduled Tribe, OBC-Other Backward Classes, PH-Physically Handicapped, VH-Visually Handicapped, LV-Low Vision, OH-Orthopedically Handicapped, BL-Both Leg, OA-One Arm, OL-One Leg, OAL-One Arm and One Leg, HH-Hearing Handicapped.
31. All columns must be filled in the application form. No column should be left blank, instead it should be marked "N.A." wherever not applicable.
32. The persons already in employment in Govt. Department/ Autonomous Bodies/Universities under Central/ State Government should apply through proper channel.
33. The persons, working in private organizations, claiming previous experience of enclose a certificate from that Employer. Failure to provide the same shall make them ineligible for consideration to the post.
34. Candidate must ensure that their application must reach the Institute well in time. The Institute will not be responsible for any postal delay or loss.
35. No TA/DA in connection with the submission of application form or appearing in the examination/interview will be paid to the candidate.
36. If the qualification possessed by the candidate is equivalent, then the authority (with number and date) under which it has been so treated must be indicated and its copy may also be attached;
37. No documents will be accepted or considered by the Institute after submission of application form by the candidate and no subsequent request for its change will be considered or granted.
38. Any dispute with regard to this recruitment will be subject to the Courts having jurisdiction over Delhi.

**Note: In case of deputation, the age should not be exceeding 56 years of age as on closing date.**

The complete application, on the prescribed form, duly filled in alongwith all the desired documents and requisite fee should be submitted in the Institute at the reception counter, administrative block or sent by post, so as to reach the Director, Pt. Deendayal Upadhyaya Institute for the Physically Handicapped, 4-Vishnu Digamber Marg, New Delhi-110002. (in case the closing date happens to be a public holiday the next working day will be the last date for receiving of applications). **The Institute will not be responsible for any postal delay or loss.**

### **HOW TO APPLY ONLINE:**

1. Online applications can be uploaded on [www.iphnewdelhi.in](http://www.iphnewdelhi.in) OR [www.iphnewdelhi.ac.in](http://www.iphnewdelhi.ac.in) within 30 days from the date of publication of this advertisement.
2. Candidates in their own interest are advised to register on-line and submit their applications well in time before the last dates as mentioned for the posts, to avoid the possibility of dis-connection / inability / failure to log on the Institute's website on account of heavy load on internet / website jam. The Institute does not assume any responsibility for the candidates not being able to submit their applications within the last date on account of the aforesaid reasons or for any other reasons beyond the control of the Institute.
3. Kindly note that only "ON LINE" applications shall be accepted.
4. Login to <http://www.iphnewdelhi.in> OR [www.iphnewdelhi.ac.in](http://www.iphnewdelhi.ac.in)
5. Read the advertisement carefully.
6. Click on the box "Apply Online ", on line application form shall appear on the screen.
7. Select the mode (deputation/ direct) in which mode you wish to apply.
8. Select the post you want to apply and fill up the online application
9. After filling up all the details online, click the "Preview" Button to see the filled up details and if you are satisfied with all the filled up details then press "Submit" button. A unique registration no. shall appear on the screen, note down this number.
10. **After that, take a print out of the application form, paste the passport size photograph on it, enclose demand draft of fee, all the self attested copies of educational, experience and other relevant certificates/documents, put your signature on the hard copy/printout of the application and send the same to "The Director, Pt. Deen Dayal Institute for the Physically Handicapped, 4, Vishnu Digamber Marg, New Delhi-110002" either through speed post or in person before the last date. After last date, the hard copy/printout of the application will not be accepted.**

## SPECIAL INSTRUCTIONS THOSE APPLYING ON DEPUATTION

- (1) The candidates should make an online application and print out of the same should be sent through proper channel within 30 days of publication of vacancies alongwith following documents:
  - a. No Objection Certificate/Cadre Clearance Certificate.
  - b. Attested photocopies of APAR/ACRs for the preceding 05 years.
  - c. Certificate to this effect that no vigilance case is pending/contemplated against the officer.
  - d. List of Penalties (if any) imposed during preceding 10 years.
  - e. Demand draft of requisite amount of fee.
- (2) Applications received through proper channel only will be considered.
- (3) The Institute reserves the right to fix criteria viz screening test/qualification/experience etc to short list the candidates to be called for Interview.
- (4) Separate applications are to be submitted for each post along-with requisite fee.
- (5) Incomplete applications shall be liable to be rejected.

**Note: In case of any problem for filling up the online form, please send email on: [recruitment@iphnewdelhi.ac.in](mailto:recruitment@iphnewdelhi.ac.in)**

**(Dr. Dharmendra Kumar)**  
**Director**

**FORM OF DECLARATION/UNDERTAKING TO BE SUBMITTED BY THE OBC CANDIDATE  
{IN ADDITION TO THE COMMUNITY CERTIFICATE (OBC)}**

I,.....Son/Daughter of Shri.....  
resident of Village/ town/ City .....  
.....district.....State..... hereby declare  
that I belong to the ..... Community which is recognized as a backward class by the  
Government of India for the purpose of reservation in Service/admission in Central Govt.  
institutions as per orders contained in the Department of Personnel and Training Office  
Memorandum No.36012/22/93-Estt. (SCT) dated -8/09/1993. It is also declared that I do not belong  
to persons/sections (Creamy Layer) mentioned in Column 3 of the Schedule to the above referred  
Office Memorandum dated 08/09/1993, which is modified vide Department of Personnel and  
Training Office Memorandum No.36033/3/2004-Estt.(Res.) dated 14.10.2008.

**Place:** .....

**(Signature of the Candidate)**

**Date:** .....