



भारतीय बिदेश व्यापार संस्थान (कोलकाता परिसर)

INDIAN INSTITUTE OF FOREIGN TRADE (Kolkata Campus)

(Deemed to be University)

(Under Department of Commerce, Govt. of India)

1583, Madurdaha, Chowbaga Road, Kolkata- 700 107

Website: www.iift.edu

Engagement of Paramedical Staffs on contractual basis.

Indian Institute of Foreign Trade (IIFT) is a premier institute set up Government of India engaged in education, training and research in the area of international Business.

Applications are invited to fill up the **Two** post of Paramedical Staff in IIFT, Kolkata on contractual basis for a period of one year and which may be renewed for similar term by Competent Authority, on the basis of performance of the incumbent and the future requirement. The engagement will be purely on contractual basis and the incumbent shall no claim for regularization.

Nurse (Two positions)

(I) Essential Educational Qualification & Experience:

- (i) Certificate as Registered Nurse and Midwife having passed.
- (ii) 03 years course in General Nursing and Midwifery from a school of Nursing or other institution recognized by the Indian Nursing Council.

OR

B. Sc (Nursing)

- (iii) At least 02 years of post-qualification experience.

Note: The Indian Nursing Council has also laid down certain special concessions for the above courses in respect of Auxiliary nurse Midwives, Midwives and 'B' Grade Nurses, by way of reduced course period etc. Candidates obtaining the qualification prescribed above, under these concessions will also be eligible for recruitment.

(II) Emoluments:

The candidate will be paid a consolidated salary of Rs. 22,000/- per month.

(III) Tenure:

The appointment will be purely on contract basis initially for a period of one year. The tenure can be extended further depending upon performance of the candidates and requirement of the institute.

(IV) Age Limit: Should not be more than 55 Years as on last date of receipt of application.

(V) Joining: Selected candidate is expected to join immediately after receipt of offer.

Interested Candidates having the above qualifications and experience are requested to submit their applications as per 'Proforma' given below along with detailed bio data and copy of credentials (duly attested) by Hand or by Regd. Post/ Speed Post/ Courier **latest by 16th March, 2022** to the following address:

Application for the post of Paramedical Staff on Contract

Shri. Niloy Kumar Mukherjee

Section-in-Charge (Establishment Section)

Indian Institute of Foreign Trade

Plot No. 1583, Madurdaha, Chowbaga Road,

Kolkata - 700107

Only Shortlisted candidates shall be informed by e-mail to appear for the test/ interview before the selection committee of Indian Institute of Foreign Trade.

In case of large number of applicants, IIFT reserves the right to short-list the applications in any manner as may be considered appropriate and no reason for rejection shall be communicated. IIFT also reserves the right to fill or not to fill the post advertised. No correspondence whatsoever will be entertained from the candidates regarding postal delays, conduct and result of interview and reason for not being called for interview.

Shri. Niloy Kumar Mukherjee
Section in Charge (Establishment Section)
Indian Institute of Foreign Trade, Kolkata Campus

Proforma of Application



- 1) **Post applied for** :
- 2) **Name** :
- 3) **Postal Address** :
- 4) **Mobile No.** :
- 5) **Email Id.** :
- 6) **Qualification in detail** :
(Enclose, Bio Data)

- 7) **Experience (in chronological order) :**
(Enclose, relevant docs.)
 - a.
 - b.
 - c.
 - d.

8) **Relieving Letter/Order (from current/previous employer) (Yes/ No) :**

9) **Additional Information (if any) :**

- 10) **List of Enclosures** :
 - a.
 - b.
 - c.
 - d.

Declaration: I hereby declare the statement filled in my application is true and correct to the best of my knowledge and belief.

(Signature of Applicant)

Date:

Place: