

NATIONAL INSTITUTE OF HYDROLOGY
(A GOVT. OF INDIA SOCIETY UNDER MINISTRY OF JAL SHAKTI, DEPTT. OF
WATER RESOURCES, RIVER DEVELOPMENT & GANGA REJUVENTION)
JALVIGYAN BHAWAN, ROORKEE – 247 667 (UTTRAKHAND), INDIA

Dated: 28th January, 2026

ADVT. NO. NIHR/ESTT./2026/01

Applications are invited for the following posts to be filled up on deputation basis in National Institute of Hydrology, Roorkee from Indian Nationals satisfying qualifications and experience as under:

Sl. No.	Post	Level in the Pay Matrix	No. of Post	Age
1.	Finance Officer	Level – 11 (Rs.67700-208700)	01	Not Exceeding 56 years.
2.	Assistant	Level-6 (Rs. 35400-112400)	03	Not Exceeding 56 years

NOTE:

1. The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/ department or the Central Govt. shall ordinarily not exceed 3 years.
2. The post carries the pay and allowances at Central Government rates.
3. The closing date for receiving applications will be 15 March'2026.

QUALIFICATIONS AND EXPERIENCE:

1. FINANCE OFFICER

Officer under the Central Govt./State Govt./Public Sector Undertakings/Semi-Govt./Statutory/Autonomous Organizations/Societies and possessing a graduate degree from a recognized University and experience in Administration, Finance, Accounts, Audit, Budget and other financial matters.

- i. Holding analogous post on regular basis in Level-11 (Rs.67700-208700)
OR
- ii. With a service of 7 years in Level-9 (Rs.53100-167800)
OR
- iii. With a service of 8 years' in Level-8 (Rs.47600-151100)

2. ASSISTANT

Officer under the Central Govt./State Govt./Public Sector undertakings/Semi-Govt./Statutory/Autonomous Organizations/Societies:

- i) Holding analogous post on regular basis in the Level-6 (Rs. 35400-112400) of pay matrix
OR
- ii) With 10 years' regular service in Level-4 (Rs. 25500-81100) of pay matrix.

GENERAL CONDITIONS AND REQUIREMENTS:

1. Appointment on deputation will be on Foreign Service terms for a period of 3 years. The pay of officer selected for deputation will be regulated in accordance with Govt. Rules as amended from time to time.
2. Screening Committee can exercise discretion regarding fulfillment of experience criteria in the specified pay level and equivalence of pay level.
3. The Forwarding Authority while forwarding their applications should give / furnish the following certificate/ documents:
 - (a) Certified that the Information furnished in the application are correct from the service records of the candidates and found correct.
 - (b) Certified that no vigilance or disciplinary case is either pending or being contemplated.
 - (c) Certified that no minor / major penalty has been imposed on him/ her during the last ten years.
 - (d) Certified that no court case against him is pending in any court of law.
 - (e) Certified copy of APAR for last 5 years.
 - (f) Cadre Clearance Certificate.
 - (g) Integrity Certificate
4. The concerned department/authority should also be confirmed that in the event of selection for the appointment, the officer concerned will be relieved of his duties as and when requested. The integrity of the officer should also be certified.
5. Applications not forwarded through Proper Channel will not be considered.
6. If the number of candidates is too large, considering the number of vacancy to be filled for a particular post, the Institute reserves the right to short list the candidates to be called for interview based on the eligibility criteria decided by the Screening Committee.
7. Applications in the prescribed format (Annexure-I) in duplicate along with self-attested copies of certificates, mark sheets and testimonials should reach "Senior Administrative Officer, National Institute of Hydrology, Jal Vigyan Bhawan, Roorkee- 247667 (Uttarakhand)" **on or before the 15th March'2026**
8. The candidates called for interview will be paid TA as per Institute's Rules.
9. Recent passport size photograph should be pasted on the top right hand corner of the application.
10. Applications, which are not complete in all respects, are liable to be rejected.
11. The Director, NIH reserves the right to increase or decrease the posts or not to fill any or all the advertised posts without assigning any reason (s) thereof.
12. All the dispute/litigation, if any, will be subject to Roorkee (Uttarakhand) jurisdiction only.
13. Candidates are advised to visit the Institute website regularly for any updates regarding the recruitment of these vacancies.

Sd/-

SENIOR ADMINISTRATIVE OFFICER

PROFORMA FOR APPLICATION ON DEPUTATION AT NIH

APPLICATION FOR THE POST OF:

1.	Name and address (in Block Letter)		Recent Passport size photographs
2.	Date of Birth		
3.	Name of present office		
4.	Date of entry into service		
5.	Current Post		
6.	Date of Retirement under Central/State Govt. Rules		
7.	Correspondence Address		
8.	Mobile No.		Alternate Mobile No.
9.	Email Id		

10. Educational Qualifications: _____

(a) (Starting from highest qualification to lowest. Enclose a separate sheet, duly authenticated by you signature, if the space below is insufficient)

Sl. No.	Educational Qualification	Name of Education Board/University

(b) Details of Training Programme attended:

Sl. No.	Details of Training Programme	Year of participation

10. Nature of present employment i.e., ad-hoc or Temporary or quasi-permanent or permanent.

11. Details of Employment, in chronological order

(Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient)

Ministry/Department	Post held on regular basis	From	To	*Pay Band and Grade Pay/Pay Scale/Pay Level in the Pay Matrix	Nature of Duties (in detail)

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the prescribed form duly support by the documents in respect of Essential Qualification/Work Experience submitted by me will also be assessed by the Selection Committee at time of selection for the post. The information/details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed /withheld.

Date:

(Signature of the candidate)

Address

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Certificate by the Employer/Competent Authority

It is certified that the information/details furnished by the applicant is verified with his/her service records and found correct.

Countersigned

(Signature of the Competent Authority with Seal)