

**F. No. L-12015/16/2024-AS**

**Government of India  
Ministry of Ayush  
(Ayurveda Section)**

**GPO Complex, B Block,  
AYUSH Bhawan,  
INA, New Delhi  
Dated: 26<sup>th</sup> July, 2024**

**VACANCY CIRCULAR**

**Sub: Filling up of one post of Director in the Level-14 of pay matrix (Rs.1,44,200-2,18,200) plus NPA in the Institute of Teaching and Research in Ayurveda (ITRA), Jamnagar, Gujarat - Reg.**

It is proposed to fill up one post of Director in the Institute of Teaching and Research in Ayurveda (ITRA), Jamnagar, Gujarat, an Institute of National Importance under the Ministry of Ayush, Government of India.

2. The post is proposed to be filled up by deputation/short term contract on a single tenure basis for a period of five years from the date on which the candidate enters upon his/her office or till the candidate attains the age of sixty-five years, whichever is earlier. The details and eligibility criteria for filling up of the post are given in **Annex-I**.

3. The application complete in all respects in the prescribed proforma through proper channel should reach to Shri Abdul Sadiq Khan, 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 in **Annex-II**. Details are also available on the website of this Ministry ([www.ayush.gov.in](http://www.ayush.gov.in)) and Institute of Teaching and Research in Ayurveda (ITRA), Jamnagar, Gujarat (<https://itra.ac.in/>).

**Encl: as above**



**(Abdul Sadiq Khan)**

Under Secretary to the Government of India  
Telephone 011-24651961

To:

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

Copy to:-

1. Director, Institute of Teaching and Research in Ayurveda (ITRA), Jamnagar, Gujarat. It is requested that it may be posted on the website of ITRA.
2. All the 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.

फा. सं. एल-12015/16/2024-एस

भारत सरकार  
आयुष मंत्रालय  
(आयुर्वेद अनुभाग)

जीपीओ कॉम्प्लेक्स,  
बी ब्लॉक, आयुष भवन,  
आईएनए, नई दिल्ली  
दिनांक: 26<sup>th</sup> जुलाई, 2024

### रिक्ति परिपत्र

विषय: आयुर्वेद शिक्षण एवं अनुसंधान संस्थान (आईटीआरए), जामनगर, गुजरात में वेतन मैट्रिक्स (1,44,200-2,18,200 रुपये) के लेवल -14 प्लस एनपीए में निदेशक के एक पद को भरे जाने के संबंध में।

आयुष मंत्रालय, भारत सरकार के अधीन राष्ट्रीय महत्व के संस्थान, आयुर्वेद शिक्षण एवं अनुसंधान संस्थान (आईटीआरए), जामनगर, गुजरात में निदेशक के एक पद को भरे जाने का प्रस्ताव है।

2. पद को उस तारीख, जिस दिन उम्मीदवार अपना पद ग्रहण करता है या जब तक उम्मीदवार पैंसठ वर्ष की आयु प्राप्त नहीं कर लेता, जो भी पहले हो, से पांच साल की अवधि के लिए एकल कार्यकाल के आधार पर प्रतिनियुक्ति/अल्पकालिक अनुबंध द्वारा भरे जाने का प्रस्ताव है। पद भरने के लिए विवरण और पात्रता मानदंड अनुलग्नक-I में दिए गए हैं।

3. निर्धारित प्रोफार्मा में सभी प्रकार से पूर्ण आवेदन उचित माध्यम से श्री अब्दुल सादिक खान, अवर सचिव (आयुर्वेद), आयुष मंत्रालय, भारत सरकार, आयुष भवन, बी-ब्लॉक, जीपीओ कॉम्प्लेक्स, आईएनए, नई दिल्ली-110023 के पास रोजगार समाचार/इम्प्लॉयमेन्ट न्यूज में इस पद के लिए विज्ञापन के प्रकाशन की तारीख से 45 दिनों के भीतर पहुंच जाना चाहिए। आवेदन का प्रारूप अनुलग्नक-II में दिया गया है। विवरण इस मंत्रालय की वेबसाइट ([www.ayush.gov.in](http://www.ayush.gov.in)) और आयुर्वेद शिक्षण एवं अनुसंधान संस्थान (आईटीआरए), जामनगर, गुजरात की वेबसाइट (<https://itra.ac.in/>) पर भी उपलब्ध हैं।

संलग्नक: यथोक्त

अबुल सादिक खान  
(अबुल सादिक खान)

अवर सचिव, भारत सरकार  
टेलीफोन 011-24651961

सेवा में:

भारत सरकार के सभी मंत्रालय/विभाग/राज्य सरकारों के मुख्य सचिव/संघ राज्य क्षेत्र प्रशासन के प्रशासकों को रिक्ति के व्यापक प्रसार हेतु।

प्रति:-

1. निदेशक, आयुर्वेद शिक्षण एवं अनुसंधान संस्थान (आईटीआरए), जामनगर, गुजरात से अनुरोध है कि इसे आईटीआरए की वेबसाइट पर पोस्ट किया जाए।

2. आयुष मंत्रालय के सभी क्षेत्रीय संगठनों से अनुरोध है कि इसे अपनी वेबसाइट पर अपलोड करें।
3. डीओपीटी को इसे अपनी वेबसाइट पर अपलोड करने के अनुरोध के साथ।
4. निदेशक, एनआईसी, आयुष मंत्रालय को मंत्रालय की वेबसाइट पर पोस्ट करने के लिए।

**Government of India  
Ministry of Ayush**

**Filling up of one post of Director in the Level-14 of pay matrix (Rs.1,44,200-2,18,200) plus NPA in the Institute of Teaching and Research in Ayurveda (ITRA), Jamnagar, Gujarat - Reg.**

Applications are invited, **in duplicate**, from eligible candidates for filling up one post of Director, Institute of Teaching and Research in Ayurveda (ITRA), Jamnagar, Gujarat, an Institute of National Importance 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 Institute of Teaching and Research in Ayurveda (ITRA), Jamnagar, Gujarat (<https://itra.ac.in/>).

1	Name of the post	Director
2	Number of post	One
3	Mode of appointment	By deputation/short term contract
4	Scale of pay/ Grade Pay	Level 14 of the pay matrix (Rs. 1,44,200-2,18,200) plus NPA (Pre-revised - PB-4 with GP of Rs. 10,000/- plus NPA)
5	Age limit for applying	Not exceeding 62 years (as on the last date of receipt of application)
6	Eligibility Criteria	<p><b>Essential Qualification:-</b></p> <p>A. Degree in Ayurveda from a university established by law or a statutory Board / Faculty / Examining body of Indian Medicine or its equivalent as recognized under National Commission for Indian System of Medicine Act 2020 (erstwhile CCIM)</p> <p>B. Post Graduate Degree included in the schedule to NCISM Act 2020 (erstwhile CCIM)</p> <p>C. Shall be holding registration with the concerned state board / council or have central registration issued by NCISM.</p> <p>D. Ph.D. degree in Ayurveda.</p> <p><b>Experience:-</b></p> <p>20 years standing in the Profession of which three years regular service as Professor or ten years combined experience in Post Graduate teaching as Associate Professor/Reader/Professor or Research and Administration in Central Government or State/UT Government or Autonomous Bodies or Research Institutions funded by Govt. of</p>

*Annex I*

India or Statutory Organizations or Research Councils or Public Sector Undertaking or UGC recognized Universities or Government aided colleges/institutions or **approved/recognized** Private Sector Institutes/Organizations.

**Desirable:**

Adequate experience in Administration at supervisory level and above.

**I. Recruitment by Deputation:**

Officers of Central Government or State/UT Government or Autonomous Bodies or Research Institutions funded by Govt. of India or Statutory Organizations or Research Councils or Public Sector Undertaking or UGC recognized Universities or Government aided institutions and

(i) holding analogous post on regular basis in the parent cadre or Department;

**OR**

(ii) 20 years standing in the profession of which three years regular service in Professor grade having at least Pay Level-13A/13 of 7<sup>th</sup> CPC

**OR**

Ten years combined experience in the Post Graduate teaching as Professor/Additional Professor/Associate Professor and Research & Development in Central / State Government/UGC recognized Universities/ Government institutions including Autonomous/Statutory bodies/ Government aided institutions with at least 3 years at level 13 (GP 8700) or 2 years at level 13A (GP 8900) of 7<sup>th</sup> CPC.

**II. Contract:**

**Individuals working at comparable levels**

*Handwritten signature*

		<p><b>in Private Sector Institutes/Organizations, Consultancy Organizations, International/Multinational Organizations</b> currently drawing a gross salary in the range of Pay Level-13 and above in the pay matrix of 7<sup>th</sup> CPC, and possessing the educational qualification and experience as prescribed above.</p>
7	Tenure of appointment	The tenure will be for a period of five years from the date on which he/she enters upon his/her office or till he/she attains the age of sixty-five years, whichever is earlier.
8	Duties and Responsibilities	<p>i. To act as in-charge of overall administration for proper management and affairs of the Institute of Teaching and Research in Ayurveda (ITRA), Jamnagar, Gujarat.</p> <p>ii. To function as the Member Secretary of the Governing Body.</p>
9	Place of duty	Jamnagar, Gujarat
10	Last Date for receipt of applications	The application complete in all respects in the prescribed proforma through proper channel should reach to <b>Shri Arjun Kumar, Under Secretary (Ayurveda), Ministry of Ayush, Government of India, Ayush Bhawan, B-Block, GPO Complex, INA, New Delhi-110023</b> within 45 days from the date of publication of the advertisement for this post in the Employment News/Rozgar Samachar.
11	General Instructions	<p>i. 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.</p> <p>ii. While forwarding the application, the sponsoring authority shall ensure that the particulars of the candidate are verified and that he/she fulfils all the eligibility conditions and may be forwarded along with <b>Vigilance Clearance Certificate/integrity certificate</b> and attested photocopies of ACRs/APARs/<b>Assessment reports</b> of the candidate for the last five years.</p> <p>iii. The candidate once selected will not be allowed to withdraw.</p>

*And etc*

		<p>iv. The crucial date of determination of eligibility regarding age, experience etc. shall be the last date of receipt of applications.</p> <p>v. Applicant will be fully responsible for the accuracy of the information furnished in the application. Any information furnished by the candidate if found wrong/false at any stage will result in disqualification of the candidate and/or action as per relevant rules, at any stage.</p> <p>vi. Ministry of Ayush reserves the right to cancel the process of recruitment at any stage without assigning any reason thereof.</p>
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*and so on*



## Annex II

**Application for the post of Director in the Institute of  
Teaching and Research in Ayurveda (ITRA), Jamnagar, Gujarat**

1	Name in Block letters		Affix duly 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						
Educational and other Qualifications							
6	S. No	Qualification	Board/ Institution	Year of Passing	Percentage/ Position/ Division		
Published research work							
7	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-						

*and file*

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 or contemplated 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, Institute of Teaching and Research in Ayurveda (ITRA), Jamnagar, Gujarat.
6. The photocopies of APARs/ACRs for the last 5 years duly attested on each page are enclosed.

Date.....

Place.....

Signature:.....

Name.....

Designation.....

Name of organization.....

OFFICIAL SEAL

*File*