



**National Institute for Micro, Small and Medium Enterprises (ni-msme)**  
An Organization of the Ministry of MSME, Govt. of India, ISO 9001:2015 Certified  
Accredited as UTKRISHT / उत्कृष्ट, 3-Star Rating by Capacity Building Commission (CBC)  
Yousufguda, Hyderabad - 500045  
Ph.No.040-23633213/209 E-mail: [nimsme-admn@nimsme.gov.in](mailto:nimsme-admn@nimsme.gov.in)

**NOTIFICATION FOR FILLING-UP OF POSTS**  
**Advertisement No.ni-msme/vacancies notification/2024/07, Date 18.11.2024**

S. No	Name of the Post	No. of Vacancies	Method of Recruitment	Scale of Pay and Category	Other Information
1	Director	1	Deputation including Short Term Contract	7 CPC, Level 12	For all details, please visit the official website. <a href="http://www.nimsme.gov.in">www.nimsme.gov.in</a> Last date for receipt of applications by post / courier is <b>02.01.2025</b>
2	Faculty Member	6		7 CPC, Level 11	
3	Associate Faculty Member	3 (UR-2 SC-1)	Direct Recruitment Including Short Term Contract	7 CPC, Level 10	

**Admin. & Accounts Officer**

## IMPORTANT INSTRUCTIONS

**Advertisement No. ni-msme/vacancies/2024/07, Date: 18.11.2024**

1. Candidates should read the complete advertisement carefully and ensure that he/she fulfills the eligibility criteria for the post advertised in all respects.
2. Candidates fulfilling the Eligibility Criteria should submit Hard Copy of Application only in the prescribed format. Duly filled in applications along with Self-Attested copies of Certificates (Qualification, Age, Experience and other relevant certificates) are to be enclosed along with application.
3. Prescribed qualification certificates for the post should have been awarded by a recognized University/Institutes of statutory affiliations.
4. Age for eligibility will be calculated as on last date for submission of applications. Age relaxation will be allowed to SC/ST/OBC candidates as per Government of India rules.
5. Incomplete application will be summarily rejected. Any request to add additional information to the application form after the due date shall not be entertained under any circumstances.
6. If any information provided by the candidate is found to be false or is not found in conformity with eligibility criteria mentioned in the advertisement, their candidature is liable to be rejected at any stage of recruitment process or after recruitment or joining.
7. **Application Fee: Non-Refundable of Rs.1,000/-** (Rupees one thousand only) through Demand Draft drawn from any nationalized bank in favour of “National Institute for MSME, payable at Hyderabad should be enclosed along with application. No other mode of payment of the application fee is acceptable. Relaxation of application fee is applicable to SC/ST/OBC candidates.
8. Candidates are advised to give specific, correct, and full information while submitting the application, failing which the application will be treated as invalid. Interested/eligible candidates may submit their application to The Administrative & Accounts Officer, National Institute for MSME (ni-msme), Yousufguda, Hyderabad – 500045 by Post so as to reach on or before **02.01.2025 up to 5.00 P.M.**
9. The envelope containing the application should be superscripted as “**Application for the Post of ----- at ni-msme**”. The envelope without superscription of the post applied for will not be entertained for further scrutiny. Hence Separate applications should be submitted for each post.
10. This Institute shall not be responsible for any postal delay or loss during the postal transition period.
11. **Persons employed in Government/Semi Government organizations/ Autonomous bodies should submit their applications through proper channel and furnish “No Objection Certificate (NOC)”. The endorsement of the Competent Authority in respect of employed candidates should be forwarded on the application format at the given space failing which the application will be treated invalid, including those applied for deputation.**
12. The shortlisting of the candidates will be purely on eligibility criteria and merit.
13. Shortlisted candidates will only be informed about the Selection Procedure through e-mail which is provided by the candidate in the Application. No other mode of Communication in this regard will be followed. The Institute will not be responsible for delay in receiving the information due to network issues, lock downs/server breakdowns, or due to any other reasons including natural calamities etc., Candidate’s email-ID/mobile number must be valid for at least one year.
14. All original certificates/documents in support of information furnished in the application form are to be produced at the time of verification of documents, failing which the candidate will be disqualified
15. The decision of the Institute in all matters will be final. No correspondence will be entertained from the candidates in connection with the process of selection/interview. Canvassing in any manner would entail disqualification of the candidate.
16. Any modifications/amendments/corrigendum in respect of the above advertisement shall be made available only on Institute’s website [www.nimsme.org](http://www.nimsme.org). No further advertisement will be published. Hence prospective applicants are advised to visit institutes website regularly for this purpose.
17. ni-msme reserves the right to cancel this advertisement and/or the selection process for the above post without assigning any reason.

**Sd/- Admin. & Accounts Officer**



### Detailed Notification

Advertisement No: ni-msme/vacancies/2024/07 dated 18.11.2024

Sr. No	Name of the post	Scale of pay/ Category	No. of Posts	Educational qualifications	Experience	Job Description
1.	Director (By Deputation including Short-Term Contact)	7 CPC, Level 12 Group – A (78,800 - 2,09,200)	01	<p><b><u>Essential</u></b> Master's degree in Behavioural Science/ Business Administration/any branch of science including Computer Science/ Artificial Intelligence/ Machine Learning/ Social Sciences/ Economics/ Commerce/Engineering/ Technology or Post Graduate Diploma in Business Administration</p> <p><b><u>Desirable</u></b> A doctorate in a discipline relevant to Entrepreneurship Development such as Behavioural Science/ Management/ Business Administration/ Social Sciences/ Computer Sciences/ Engineering or Technology from a reputed institution.</p>	<p>Officers of the Central Government, State Government, Union Territory Administration, Autonomous or Statutory Bodies, Public Sector undertakings, Universities or recognized research or Training and Development Institutes:</p> <p>Holding posts in Level 12 in the Pay Matrix basis; OR with 5 years of service in a post in Level 11 in the Pay Matrix; OR with 7 years of service in a post in Level 10 in the Pay Matrix: OR with 8 years of service in a post in Level 9 in the Pay Matrix</p> <p>Should have exposure to at-least one of the core activity areas such as industry or teaching or research or consultancy or MSME Sector.</p>	<p>i) Preparation of income generative / remunerative projects through Business Development in liaison with various Ministries of Central &amp; State Government, Autonomous Organisations, PSUs, Private Sector Units, Industry Associations, NGOs, International Organisations.</p> <p>ii) Innovation and initiation on conceiving, conducting various Entrepreneurship Development Programmes (EDP) / Management Development Programmes (MDP).</p> <p>iii) Preparation of polices, Research &amp; Development, Publication with focus on MSME sector.</p> <p>iv) Preparation and execution of National and International Seminars, Conferences.</p> <p>v) Generation of revenue</p> <p>vi) Teaching, training in the International/Announced / Sponsored programs.</p> <p>vii) Guiding the teams.</p> <p>viii) Any other responsibility of Academic/ Administrative nature assigned by Competent Authority.</p>



**Detailed Notification**

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SI.No	Name of the post	Scale of pay/ Category	No. of Posts	Educational qualifications	Experience	Job Description
2.	Faculty Member  (By Deputation including Short-Term Contact)	7 CPC Level 11 Group – A 67,700- 2,08,700	06	<b><u>Essential</u></b> Master's degree in Behavioural Science, Business Administration, any branch of science including Computer Science, Artificial Intelligence, Machine Learning, Social Sciences, Economics, Commerce, Engineering, Technology or Post Graduate Diploma in Business Administration.  <b><u>Desirable</u></b> A doctorate in a discipline relevant to Entrepreneurship Development such as Behavioural Science/ Business Administration/ Social Sciences/ Computer Sciences, Engineering and Technology from a reputed Institution	Officers of the Central Government, State Government, Union Territory Administration, Autonomous or Statutory Bodies, Public Sector undertakings, Universities or recognized research or Training and Development Institutes:  Holding posts in Level 11 in the Pay Matrix basis; OR with 5 years of service in a post in Level 10 in the Pay Matrix; OR with 7 years of service in a post in Level 9 in the Pay Matrix: OR with 8 years of service in a post in Level 8 in the Pay Matrix  Should have exposure to at-least one of the core activity areas such as industry or teaching or research or consultancy or MSME Sector.	i) Innovation and initiation on conceiving, conducting various EDP/MDP Programmes.  ii) Preparation and execution of National and International Seminars, Conferences.  iii) Business Development in liaison with various Ministries of Central & State Government units, Autonomous Organisations, PSU's, Public & Private sector units, Industry, NGO's.  iv) Teaching, Training in the International programs, Announced Programmes, sponsored Programmes.  v) Generation of Revenue  vi) Consultancy projects for income generation.  vii) Any other responsibility of Academic/ Administrative nature assigned by Competent Authority.



**Detailed Notification**

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<b>Sl.No</b>	<b>Name of the post</b>	<b>Age</b>	<b>Scale of pay/ Category</b>	<b>No. of Posts</b>	<b>Educational qualifications</b>	<b>Experience</b>	<b>Job Description</b>
3.	Associate Faculty Member	Not exceeding 35 years	7 CPC Level 10 Group – A  56,100 - 1,77,500	03 (UR-2 SC-1)	<b><u>Essential</u></b> Master's degree in Behavioural sciences, Business Administration, any branch of science including Computer Science, Artificial Intelligence, Machine Learning, Social Sciences, Economics, Commerce, Engineering, Technology or Post Graduate Diploma in Business Administration. <b><u>Desirable</u></b> Candidates with a doctorate or at final stages of completing their doctoral research will be preferred.	Experience of interning with or serving MSME related institutions or working on research projects with MSME related publications, for at least two years.	i) Innovation and initiation on conceiving, conducting various EDP/MDP Programmes. ii) Business Development in liaison with various Ministries of Central & State Government units, Autonomous Organisations, PSU's, Public & Private sector units, Industry, NGO's . iii) Teaching, Training in the International Programs, Announced Programmes, Sponsored Programmes. iv) Generation of Revenue v) Any other responsibility of Academic/ Administrative nature assigned by Competent Authority.