



# INSTITUTE OF HOME ECONOMICS

(University of Delhi)

F-4, Hauz Khas Enclave, New Delhi- 110016  
Website: <https://ihe.du.ac.in> Phone -011-47702166

**NAAC GRADE 'A++' ACCREDITED**

## RECRUITMENT NOTICE

Advt. No. IHE/2025-26/NT Advt-2026/1597

Date: 14.2.2026

Online applications are invited on link <https://dunt.uod.ac.in> from eligible candidates for the following non-teaching positions on permanent basis. Details of the advertisement are available on the college website (<http://www.ihe.du.ac.in>) and the University of Delhi website (<http://www.du.ac.in>). The last date for receipt of application is within 21 days from the date of publication of the advertisement in Employment News i.e 7.3.2026.

S. No.	Name of the Post	Pay level as per 7 <sup>th</sup> CPC	Total posts	Nature of post*					
				SC	ST	OBC	EWS	UR	PwBD
1.	Jr. Assistant	Level-2	05	-	-	02	01	02	-
2.	Laboratory Assistant	Level-4	02	-	-	-	-	02	-
3.	Laboratory Attendant	Level-1	14	02	01	02	01	06	1 (HI) 1 (OBD)

\*SC-Scheduled Caste, ST-Scheduled Tribe, OBC-Other Backward Classes, EWS- Economically Weaker Section, PwBD- Persons with Benchmark Disabilities (HI: hearing Impaired (including deaf and hard-of-hearing), OBD: Other Benchmark Disability, UR-Unreserved.

### Note:

1. The candidates are instructed to carefully read the eligibility criteria along with the general instructions before filling the application form. For details, please see the College website: <https://ihe.du.ac.in> and click "Opportunities".
2. The number, nature and category of posts advertised may vary and the college reserves the right not to fill up some or all the posts advertised, modify or withdraw partial or full advertisement, if the circumstances so warrant.
3. Any addendum/corrigendum shall be posted only on the college website and University of Delhi website. It shall be the responsibility of the candidates to monitor the same.
4. Those in service should apply through proper channel.

  
Director

## **ESSENTIAL QUALIFICATION FOR NON-TEACHING POSTS**

### **1. JUNIOR ASSISTANT: PAY LEVEL 02 AS PER 7<sup>th</sup> CPC**

#### **Essential Qualifications:**

- i. A Bachelor's Degree from any recognized Institute/University.
- ii. English Typing @ 35 wpm OR Hindi Typing @ 30 wpm
- iii. Proficiency in Computer Operations.

**Maximum Age Limit:** 32 years (Age relaxation will be allowed as per the guidelines of University of Delhi/UGC).

### **2. LABORATORY ASSISTANT: PAY LEVEL 04 AS PER 7<sup>th</sup> CPC**

#### **Essential Qualifications:**

- i. Bachelor's degree with minimum two years of working and maintenance experience of sophisticated scientific Instruments in the Laboratory.
- ii. The experience should be in University/Research establishment/ Central/ State Govt./ PSU and other autonomous bodies or Private organization of repute with annual turnover of minimum Rs.200/- Crores.

**Maximum Age Limit:** 32 years (Age relaxation will be allowed as per the guideline of University of Delhi/UGC).

### **3. LABORATORY ATTENDANT PAY LEVEL 01 AS PER 7<sup>th</sup> CPC**

#### **Essential:**

1. 10+2 with Science stream from any recognized Central/ State Board.  
OR  
10th Pass from any recognized Central/ State Board with Science as one of the subjects and skill certificate program in Laboratory Technology or ITI in relevant trade.

**Maximum Age Limit:** 32 years (Age relaxation will be allowed as per the guideline of University of Delhi/UGC).



## GENERAL INSTRUCTIONS TO THE CANDIDATES:

1. Application which do not meet the criteria given in this advertisement and/ or are found incomplete are liable to be summarily rejected.
2. Candidates should not furnish any particulars which are false, fabricated or tampered with or suppress any material/ information while submitting the application.
3. All the posts shall be filled as per the Recruitment Rules of the University of Delhi. The Qualification and other service conditions shall be as prescribed by the University of Delhi/ UGC from time to time.

### 4. AGE RELAXATION:

- a. The upper age limit prescribed for the advertised post shall be relaxable in case of candidates belonging to the Scheduled Castes, Scheduled Tribes, Other Backward Classes (Central List), Persons with Disabilities, Ex-servicemen and other specified categories of persons in accordance with the orders issued in this behalf from time to time by the Central Government and adopted by the University.
- b. The upper age limit shall also be relaxable up to a maximum of five years or the number of years (in completed years) whichever is less provided they have rendered at least three years regular service in same or allied field in organization(s) under Government Departments/ Statutory or Autonomous bodies/Universities/ affiliated or constituent colleges under the University/Public Sector Undertakings.  
"Regular service" means service rendered by an employee in the Cadre on regular basis other than the service on contract or daily wages but includes ad- hoc promotion or appointment in a cadre post through due procedure followed by regularization to the extent approved by the competent authority.
- c. The upper age-limit as prescribed for direct recruits shall not be insisted upon in the case of departmental candidates of the University/college(s).

Further, one time exemption in the upper age limit in respect of persons who are already working on contract/daily wages/adhoc basis in the University or its College(s) provided they have put in at least one year of service is extended to all such persons irrespective of their age at the time of joining the University in respective category.

**Note:** This exemption is extended only to the contract/daily wages/adhoc employees appointed directly by the University or its affiliated / constituent Colleges. It shall not be applicable to the employees working on contract basis in project based assignments or through outsourced agencies in the University or its Colleges.

- d. The upper age limit for the posts advertised shall be determined as on closing date of advertisement. Documents for seeking age relaxation should be submitted at the time of written examination/skill test/document verification (if applicable) also even if the same has been already submitted earlier.



5. There would be a further relaxation of 05% in marks wherever a percentage has been prescribed for the minimum qualifying education degree for the applicants belonging to SC, ST, OBC and PwD category.

However, SC/ST/OBC(NCL)/PWD candidates who opt to apply for unreserved vacancies will not be eligible for age relaxation or relaxation in cut off marks which are otherwise allowed to those belonging to these categories. Further, reserve category candidates (SC/ST/OBC(NCL)/PWD) who become eligible by virtue of age relaxation applicable in their case, will be considered only for reserved seats of the category to which they belong even if they have the merit to be considered otherwise for UR.

#### 6. CASTE/ CATEGORY CERTIFICATES:

- a. Candidates applying under any of the reserved category viz. SC/ST/OBC(NCL) will be considered subject to submission of valid Caste certificate on a prescribed format issued by the competent authority. The vacancies are being advertised in financial year 2025-2026, therefore, valid NCL-OBC certificate issued during the period from 01.04.2025 to 31.03.2026 will be considered valid. Candidates applying under OBC category must produce the valid caste certificate in the form as provided by the DoP&T vide O.M. No. 36036/2/2013-Estt. (Res.) dated 30.05.2014 and further clarification issued by DoP&T OM No. 36036/2/2013-Estt(Res-I) dated 31.03.2016. Certificate must be valid for employment in Central Government Institutions. OBC candidate's eligibility will be based on Castes listed borne in the Central List of OBC by Govt. of India. Their Sub- caste should also match with the entries in Central List of OBC, failing which their candidature as OBC candidate will not be considered. They will however be treated as UR candidate. The OBC certificate should clearly show that the applicant does not belong to the Creamy Layer. The certificate submitted should be digitally verifiable.
- b. The vacancies advertised under EWS Category are as per the instructions issued by DoPT, Ministry of Personnel, Public Grievances & Pension, Govt. of India, vide OM.No. 36039/1/2019-Estt (Res), dated 31.01.2019. Application under EWS category will be considered subject to submission of Income and Assets certificate on a prescribed format issued by the competent authority and subject to verification of genuinity of the certificate by the issuing authority. As per DoP&T OM No.36039/1/2019-Estt (Res), dated 31.01.2019, the crucial date for submitting income and asset certificate by the candidate is the closing date for receipt of application for the post, except in cases where date is fixed otherwise. Therefore, a valid EWS certificate will be the one which has been issued by the competent authority, as prescribed by the GOI/DOPT, on or before the last date of submission of online application but not earlier than 01.04.2025. Candidates who fail to produce valid EWS certificate will not be considered for reservation under this category. They will however, be considered for UR category. Therefore, EWS candidate must ensure that they have a valid EWS certificate on or before the last date of submission of application.
- c. In case the applicant wants to claim benefits under the PwBD category, the applicant's relevant disability should not be less than 40 per cent. Proof to this effect in the form of a valid Disability Certificate must be uploaded with the application.



7. Those who are in employment with state/Central Govt/PSU, must submit a "NO OBJECTION CERTIFICATE" from the employer at the time of verification of documents or as asked to upload. Failure to submit/upload NOC by due date will lead to cancellation of candidature.
8. In case of any dispute/ambiguity that may occur in the process of selection, the decision of the College shall be final. Applicants are advised to satisfy themselves before applying that they possess the essential qualifications and experience laid down in the advertisement.
9. Any dispute in regard to any matter referred to herein shall be subject to the jurisdiction of Delhi Courts only.
10. In case of any advertent/inadvertent mistake in the process of selection, which may be detected at any stage even after issuing an appointment letter, the College reserves the right to modify/withdraw/cancel any communication made to the applicant.
11. In anticipation of the huge number of applicants, scrutiny of the eligibility criteria etc. may not be undertaken at the time of Recruitment Examination. Therefore, the applications shall be accepted provisionally. The candidates are advised to go through the requirements of educational qualification, age etc. and satisfy themselves that they are eligible as per advertisement published/uploaded by College before applying, otherwise their candidature will be cancelled at any stage if any information or claim is not found substantiated including when the scrutiny of documents is undertaken by the College.
12. Applicants must NOT furnish any particulars that are false, tampered or fabricated, or suppress any material / information while submitting the application and self- certified copies/testimonials.
13. It is the responsibility of the candidate to assess his/her own eligibility for the post for which he/ she is applying in accordance with the advertisement. If it is detected at any time in the future – during the process of selection or even after appointment – that the candidate was not eligible as per the prescribed qualification, experience, etc., which could not be detected at the time of selection for whatever reason, his/ her candidature/ appointment shall be liable to be cancelled/ terminated as per rules.
14. All the candidates who are applying for more than one post are required to fill up separate application forms
15. The number of unreserved/ reserved posts advertised may vary, and the college reserves the right not to fill up some or all the posts advertised, if the circumstances so warrant.
16. All expenses for appearing in written test/s practical or skill test (if any) shall be borne by the candidate themselves. No. TA/DA shall be paid.
17. Please note that all future correspondence regarding the date of written examination/s, skill test, etc. shall be uploaded on the college website and university website or/and sent to the email I.D. provided by the candidates. Candidates should ensure that the email I.D. provided by them is correct in all respects. The candidates should check their email (including spam) & college website on a regular basis. If any information is delayed due to technical reasons, the college will not be responsible for the same.
18. The college shall verify the antecedents of the candidate and the documents submitted by him/ her at the time of appointment or during the tenure of the service. In case, it is detected that the documents submitted by the candidate are false or that the candidate has suppressed relevant information, then his/ her services shall be liable to be terminated without prejudice to any other action initiated by the college.



19. The candidates should bring with them any proof of identity –Pan Card/ Voter Card/ Driving License/ Aadhaar Card & a passport size photograph at the time of written and skill test.

20. Application fees and forms are to be submitted as per details given below:

General/Unreserved - Rs. 1,000/-

OBC (NCL), EWS, Female - Rs. 800/-

SC, ST, PwBD - Rs. 600/-

- a. Applications with incomplete information or without requisite fee shall be rejected.
- b. Fees once paid will not be refunded under any circumstances.

  
Director

