



भारतीय पैकेजिंग संस्थान
Indian Institute of Packaging
An autonomous body under the Ministry of Commerce & Industry, Govt. of India

RECRUITMENT NOTIFICATION NO. IIP-01/2025 DATE: 25/08/2025

Applications are invited for filling up of the following posts under Direct Recruitment as well as Deputation/Short Term Contract in the Indian Institute of Packaging, an autonomous body under the Ministry of Commerce & Industry, Government of India at its Head Office at Mumbai and the Regional Centers at Delhi, Kolkata, Chennai, Hyderabad, Ahmedabad, Bengaluru and Lucknow:

1.	Name of Post	Additional Director/Professor
	Pay Level	13-A
	Total No. of Posts Vacant	1 (UR)
	Method of Recruitment	Direct Recruitment
	Age Limit	Below 50 years (Age relaxable by 5 years in the case of SC/ST Category and 3 Years in the case of OBC Category) And; Relaxable for departmental candidates as per the instructions issued by the Central Government. Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Union Territory, Lahaul and Spiti District and Pangi Sub Division of Chamba District of Himachal Pradesh, Andaman & Nicobar Islands or Lakshadweep.)
	Educational and Other Qualifications and Experience	<u>Essential:</u> (i) Possessing Ph.D. in Packaging or Applied Science in Packaging or Technology subject from a recognised University or its equivalent, with 12 years Teaching/testing/research experience in areas relating to Packaging, Or; (ii) Possessing Master's Degree in Technology or Science or Applied Science in Packaging subject, with 15 years Teaching/testing/research experience relating to Packaging. <u>Desirable:</u>

		(1) 5 years administrative experience in responsible position in Central/State/U.T./ Government/PSUs/Autonomous Bodies/Universities. (2) Published research paper in Packaging and associated areas in a reputed organisation. Note 1: Teaching/testing/research experience in respect of Packaging at International or National level shall only count. (The Period of deputation/short-term-contract including the period of deputation/short-term-contract in another ex-cadre post held immediately preceding this appointment in some other organisation/department of the Central/State/ U.T Government /PSU/ Autonomous Bodies/ Universities shall ordinarily not exceed 5 years. The maximum age limit for appointment on deputation/short-term-contract shall be not exceeding 56 years on the closing date of receipt of applications.) Note 2: The candidate eligible for consideration for appointment by any method shall be assessed for skills on teaching/testing/research or assigned subject and connected question by the Committee constituted. The candidate eligible is required to qualify with not less than 50% marks for General candidates and 45% for reserved categories and 40% for PwD candidates, based on functional requirements of the post in the order of their merit. Note 3: Only those candidates who are declared qualified in the order of merit by the Committee based on vacancies for each method shall be recommended for appointment subject to approval by the Appointing Authority. Note 4: The final approved list of candidates shall be placed on website.
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2.	Name of Post	Deputy Director/Assistant Professor (Technical)
	Pay Level	11
	Total No. of Posts	2 (1 SC & 1 UR)
	Method of Recruitment	Direct Recruitment
	Age Limit	Not exceeding 40 years (Age relaxable by 5 years in the case of SC/ST Category and 3 Years in the case of OBC Category). And; Relaxable for departmental candidates as per the instructions issued by the Central Government. Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Union Territory, Lahaul and Spiti District and Pangi Sub Division of Chamba District of Himachal Pradesh, Andaman & Nicobar Islands or Lakshadweep.)
	Educational and Other Qualifications and Experience	<u>Essential:</u> (i) Possessing Ph.D. in Packaging or Applied Science in Packaging or Technology or Science subject from a recognised University, with 8 years Teaching/testing/research experience in areas relating to Packaging, Or; (ii) Possessing Master's Degree in Packaging or Applied Science in Packaging or Technology or Science subject from a recognised University, with 10 years Teaching/testing/research experience in areas relating to Packaging, Or; (iii) Possessing Degree in Technology or Science or Applied Science in Packaging subject, with 12 years' Experience relating to Packaging or Science areas, (B) Possessing Diploma/Certificate in Packaging or Scientific areas (with at least one year's duration) from a recognised Institute, with 8 years' Experience relating to Packaging or Science areas, Note: Teaching/testing/research experience in respect of Packaging or allied Industry and associated area at International or National level shall only count.

3.	Name of Post	Assistant Director/Lecturer (Technical)
	Pay Level	10
	Total No. of Posts	4 (UR)
	Method of Recruitment	Direct Recruitment
	Age Limit	Not exceeding 35 years (Age relaxable by 5 years in the case of SC/ST Category and 3 Years in the case of OBC Category). And; Relaxable for departmental candidates as per the instructions issued by the Central Government. Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Union Territory, Lahaul and Spiti District and Pangi Sub Division of Chamba District of Himachal Pradesh, Andaman & Nicobar Islands or Lakshadweep.)
	Educational and Other Qualifications and Experience	Essential: (A) (i) Possessing Ph.D. in Packaging or Applied Science or Technology subjects from a recognised University or its equivalent with 3 years' Teaching experience in areas relating to Packaging or Science. Or; (ii) Possessing Master's Degree in Technology or Science or Applied Science in Packaging subject, with 5 years Teaching Experience relating to Packaging or Science areas. Or; (iii) Possessing Degree in Technology or Science or Applied Science in Packaging or associated subject with 7 years Teaching Experience relating to Packaging or Science areas, (B) Possessing Diploma/ Certificate in Packaging or Scientific areas (with at least three months duration) from a recognised Institute, with 8 years Teaching Experience relating to Packaging or Science areas. Note: Teaching/testing/research experience in respect of Packaging or allied Industry and associated area at International or National or State/UT level shall only count.

4.	Name of Post	Assistant Director (Administration)
	Pay Level	10
	Total No. of Posts	1 (UR)
	Method of Recruitment	Direct Recruitment
	Age Limit	Not exceeding 35 years (Age relaxable by 5 years in the case of SC/ST Category and 3 Years in the case of OBC Category) And; Relaxable for departmental candidates as per the instructions issued by the Central Government. Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Union Territory, Lahaul and Spiti District and Pangi Sub Division of Chamba District of Himachal Pradesh, Andaman & Nicobar Islands or Lakshadweep.)
	Educational and Other Qualifications and Experience	(A) Possessing Master's Degree in Management / Commerce/ Arts/ Science or PG Diploma in Management/ Law/ HR (two years duration) from a reputed University or organisation, and; (B) Possessing 3 years' experience in areas of establishment, administration, vigilance, legal matters under any organisation of the Central/State/UT Govt/PSU/Autonomous Bodies.

5.	Name of Post	Technical Assistant
	Pay Level	6
	Total No. of Posts	7 (2 OBC, 1 ST, 1 EWS & 3 UR)
	Method of Recruitment	Direct Recruitment
	Age Limit	Not exceeding 30 years (Relaxable for Scheduled Castes / Scheduled Tribes by 5 years and Other Backward Classes with 3 years). Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Union Territory, Lahaul and Spiti District and Pangi Sub Division of Chamba District of Himachal Pradesh, Andaman & Nicobar Islands or Lakshadweep.)
	Qualifications and Experience	Essential: (A) Possessing Degree in Technology or Science or Applied Science in Packaging from a recognised University. (B) Possessing Diploma/Certificate in Packaging or Scientific areas (with at least three months duration) from a recognised Institute. Desirable: 1 years' experience in respect of Packaging or allied Industry and associated area at National or State/UT level shall only count Note 1: Vacancies caused by the incumbent being away on deputation or long illness or study leave or under other circumstances for duration of one year or more to be filled on deputation/short-term contract basis from officers of Central/State/Union Territories/Government/ PSUs/ Autonomous Bodies/Universities. Note: All the candidates being considered for Direct Recruitment shall qualify skill test (100 marks) on Scientific/Packaging areas. The qualified marks in each part for General is 50%, 45% for reserved and 40% for PwD candidates respectively.

6.	Name of Post	Clerk
	Pay Level	2
	Total No. of Posts	5 (1 OBC, 1 EWS & 3 UR)
	Method of Recruitment	Direct Recruitment
	Age Limit	Not exceeding 25 years (Age relaxable by 5 years in the case of SC/ST Category and 3 Years in the case of OBC Category). And; Relaxable for departmental candidates as per the instructions issued by the Central Government. Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Union Territory, Lahaul and Spiti District and Pangi Sub Division of Chamba District of Himachal Pradesh, Andaman & Nicobar Islands or Lakshadweep.)
	Educational and Other Qualifications and Experience	Essential: (a) Degree from a recognised University or its equivalent qualifications. (b) Passing test conducted by IIP in English Typewriting @ 35 words per minutes or Hindi Typewriting @ 30 words per minute (correspond to 10500 KDPH on an average of 5 key depression for each word in English or 9000 KDPH in Hindi on computer).

7.	Name of Post	Assistant Director (Library)
	Pay Level	10
	Total No. of Posts	1(UR)
	Method of Recruitment	Deputation/Short Term Contract
	Age Limit	NA
	Qualifications and Experience	Officers working in Central/State/Union Territories Government/Autonomous Bodies/PSUs/Universities. A. (i) Holding analogous post on regular basis; or (ii) Holding posts in Level 9 with 2 years regular service, And possessing; (B) Post-Graduation Degree in Library Science/ Information Science/Documentation Science, or its equivalent qualification from a recognised University or Institute. And; (C) 3 years' experience in a technical Library of the Central/State/UT Government/PSUs/Autonomous Bodies/ University. Note: The Period of deputation/short-term-contract including the period of deputation/short-term-contract in another ex-cadre post held immediately preceding this appointment in some other organisation/department of the Central/State Government or PSUs or Universities shall ordinarily not exceed 3 years. The maximum age limit for appointment on deputation/short-term-contract shall be not exceeding 56 years on the closing date of receipt of applications.

8.	Name of Post	Section Officer (Hindi)
	Pay Level	7
	Total No. of Posts	1(UR)
	Method of Recruitment	Deputation/Short Term Contract
	Age Limit	NA
	Qualifications and Experience	(A)Officers working in Central/State/Union Territories Government/PSU's/Autonomous Bodies: (B)(i) Holding analogous post on regular basis; or (ii) Holding posts in Level 6 with 5 years regular service; and possessing (C) (i) Master's Degree of a recognised university in Hindi with English as a subject at the Degree level or Master's Degree in English with Hindi as a subject at Degree level, and; (ii) Certificate in Translation from English to Hindi and vice-versa from a recognised University/institute, and; (iii) 2 years' experience in translation work in an office environment. (The Period of deputation/short-term-contract including the period of deputation/short-term-contract in another ex-cadre post held immediately preceding this appointment in some other organisation/department of the Central/State/UT Government/ PSU/Autonomous Bodies/Universities shall ordinarily not exceed 3 years. The maximum age limit for appointment on deputation/short-term-contract shall be not exceeding 56 years on the closing date of receipt of applications.)

9.	Name of Post	Junior Assistant
	Pay Level	4
	Total No. of Posts	3(UR)
	Method of Recruitment	Short Term Contract
	Age Limit	Not exceeding 25 Years (Age relaxable by 5 years in the case of SC/ST Category and 3 Years in the case of OBC Category). And; Relaxable in case of Departmental candidates as per Central Government orders.
	Educational and Other Qualifications and Experience	Essential: (a) Degree from a recognised University or its equivalent qualifications. (b) Passing test conducted by IIP in English Typewriting @ 35 words per minutes or Hindi Typewriting @ 30 words per minute (correspond to 10500 KDPH on an average of 5 key depression for each word in English or 9000 KDPH in Hindi on computer). Desirable: Certificate/Diploma (not less than one-month duration) in Computer Operation from a reputed Organisation.

ABBREVIATION:

UR – Unreserved
OBC – Other Backward Class
SC – Scheduled Caste
ST – Scheduled Tribe
EWS – Economically Weaker Sections

- Age relax able by 5 years in the case of SC/ST category and 3 years in the case of OBC category and Relaxable for departmental candidates as per the instructions issued by the Central Government.
- For Economically Weaker Section (EWS) Candidates vacancies are reserved for EWS candidates as per Government of India instructions.

TERMS AND CONDITIONS:

1. Eligibility:

Before applying, candidates should ensure that they fulfil the eligibility criteria for the advertised posts. If at any stage, it is found that any information furnished in application is false/ incorrect or the candidate does not satisfy the eligibility criteria for the post, his/her candidature will be cancelled and he/she will not be allowed to appear for interview.

2. Mode of Application & deadline for submission:

Candidates are required to submit application along with necessary documents online at below given link: <https://www.iip-in.com/iip-careers/current-openings.aspx> latest by **24th September 2025 before 05:00pm.**

In addition, hard copy along with the demand draft of application fees and requisite documents to be sent to the Institute for record so as to reach latest by **1st October 2025 before 05:00 P.M.**

Applications received after the deadline will be summarily rejected.

The sealed envelope should be super scribed with “**Application for the post of**” & addressed to:

The Deputy Director (Administration)
Indian Institute of Packaging
E-2 MIDC Area, Andheri (East)
Mumbai - 400 093

3. **Application Fee:** A Demand Draft in favour of “**INDIAN INSTITUTE OF PACKAGING**” payable at Mumbai, for Rs.1000/- for General Candidates, Rs. 500/- for OBC Candidates and Rs. 250/- for SC/ST Candidates to be submitted along with the application form. Any application received without application fees will be rejected & fees once paid shall not be refunded under any circumstances.
4. Any information submitted by an applicant in his/ her application shall be binding on the candidate personally and he/she shall be liable for prosecution/ civil consequences in case the information/ details furnished by him/ her is found to be false at a later stage.
5. Candidates are required to submit ‘No Objection Certificate’ from the present employer, if presently employed. Candidates should note that in case a communication is received by the Institute from their employer withholding permission to the candidates applying for the post, their application will be liable to be rejected/candidature will be liable to be cancelled. At the time of joining, the recommended candidates will have to bring proper relieving certificates from their PSU/Government/Autonomous Organisations/Semi Government/ Educational Institutions etc.
6. **Candidates will be required to submit following documents along with hard copy of application:**
 - (i) Curriculum Vitae
 - (ii) Self- attested copy of 10th Mark sheet and certificate
 - (iii) Self- attested copy of 12th Mark sheet and certificate
 - (iv) Self- attested copy of Graduation Mark sheet and certificate
 - (v) Self- attested copy of Post-Graduation Mark sheet and degree certificate, if applicable.
 - (vi) Self-attested copy of PHD degree certificate (if applicable)
 - (vii) Self-attested copy of Research Work (if applicable)
 - (viii) Self- attested copy of Caste certificate (SC/ST/OBC/EWS if applicable)

- (ix) No Objection Certificate from present employer
- (x) Certified copy of Pay Slip from Present employer
- (xi) Experience certificate/s on company letterhead
- (xii) Undertaking by applicant (Annexure I)
- (xiii) Employer Certificate (Annexure II) on company letterhead
- (xiv) Attested photocopies of the ACR/APAR for the last 5 years (in case of Government employees)
- (xv) Any other relevant supporting document/s deemed to be suitable

7. Action against candidates found guilty of misconduct/use of unfair means:

A candidate will be declared by the Institute to be guilty of:

(i) Obtaining support for his/her candidature by the following means, namely: -

- a. offering illegal gratification to, or
- b. applying pressure on, or
- c. blackmailing, or threatening to blackmail any person directly or indirectly connected with the conduct of the recruitment and selection process, or

(ii) impersonating or

(iii) procuring impersonation by any person, or

(iv) submitting fabricated documents or documents which have been tampered with, or

(v) making statements which are incorrect or false or suppressing material information will be considered as disqualified for this recruitment.

8. Appointment of candidates shall be in line with IIP Service Bye Laws and Recruitment Rules read with the Govt. of India Instructions and will be subject to the candidate being found medically fit and the verification of character, antecedents and caste, as applicable.
9. No person shall be eligible for appointment who had previously been dismissed or compulsorily retired from the service of a Department of a State or the Central Government or from any Public Sector Undertaking etc.
10. No person shall be eligible for appointment who has been convicted by a Court of law for any offence involving moral turpitude.
11. No TA will be provided for attending the Interview.
12. The Institute reserves its right to reject any application and is not liable to provide any reasons whatsoever for such rejections.
13. The Institute may conduct background check or police verification of the shortlisted candidates.
14. The result of the Interview & approval from Government of India shall be final and binding in all respects. No correspondence shall be entertained in this regard.
15. Any resultant dispute arising out of this advertisement shall be subject to the sole jurisdiction of the Courts situated in Mumbai.
