



Ref. No.IPE/2025/19/905

Dated: 18.11.2025

ADVERTISEMENT NOTICE

Applications are invited in the prescribed format for the post of Section Officer on deputation basis as per the details given below:

S. No.	Name of the Post	Pay Level	No. of Post/s	Method of Recruitment
1.	Section Officer	Level - 7 (Rs.44900- Rs.142400)	01	Deputation

The last date for receipt of application is 08.12.2025.

Any addendum/Corrigendum shall be posted only on the Institute Website. It shall be the responsibility of the candidates to monitor the Institute Website on regular basis.

Essential Qualifications:

- A Bachelor's Degree in any discipline from any recognized Institute/University.
- Three Years' Experience as Senior Assistant/Assistant or equivalent in Pay Level-6 or eight years as Assistant/UDC or Equivalent in Pay Level-4 in any Central/State Govt./ University/ PSU and other Central or State Autonomous Institutions or holding equivalent positions in the same Pay Level or equivalent pay in any reputed Private companies/ bank with annual turnover of minimum Rs.200/- Crores or more.
- Proficiency in Computer Operations, noting and drafting.

Deputation: Officers holding analogous post on regular basis or with three years regular service in Pay Level-6 or equivalent in the Central / State Govt. Universities or autonomous organizations and possessing Bachelor's Degree as prescribed for direct recruits in above Essential Qualifications.

Note:

Persons who are on direct line of promotion in the cadre are not eligible for appointment on deputation basis. Similarly, deputationist is not eligible for absorption. The selection will be made on the basis of performance in the interview and skill test (if required as per University rules).

GENERAL INSTRUCTIONS AND GUIDELINES:

- The period of deputation is initially for a period of one year, extendable upto three years. The Terms and Conditions of the deputation shall be as per DoPT/DU/UGC Guidelines issued in the regard. The said appointment can be terminated even before the expiry of the period mentioned without assigning any reasons thereof.
- The candidates are required to submit the self-attested certificates of educational qualification, experience and other certificates along with the application form.

Contd....(2)

3. The following documents are to be enclosed along with the application form:
- a) A No Objection Certificate to the effect that the concerned forwarding authority has no objection to the appointment of the applicant to the post applied.
 - b) Details of penalties, if any, imposed on the applicant during the last five years.
 - c) Integrity Certificate.
 - d) Vigilance clearance in respect of the applicant duly signed by the officer of appropriate level alongwith certified copies of ACRs/APARs for the last five years.

NOTE: Information at Point No. b, c and d above is to be furnished by the present employer of the applicant confidentially in a sealed cover addressed to the Principal, IGIPSS, B-Block, Vikaspuri, New Delhi-110018.

4. Application received without complete information shall be rejected.
5. No TA/DA will be paid for attending the interview.
6. Candidates should not furnish any particulars that are false, tampered, fabricated or suppress any material/information while submitting the application and self-certified copies/testimonials.
7. The College reserves the right not to fill up the post advertised without assigning any reason.
8. **In case of any inadvertent mistake in the process of selection, which may be detected at any stage, the College reserves the right to modify/withdraw/cancel any communication made to the candidate.**

CANVASSING IN ANY FORM WILL BE DISQUALIFICATION:

Application format and other information are available on the College Website www.igipess.du.ac.in. The eligible candidates may apply with self-attested copies of certificates of the essential qualifications and experience. Duly completed application with required documents should reach by **08.12.2025** to the Principal, IGIPSS (University of Delhi), B-Block, Vikaspuri, New Delhi-110018 through proper channel. Application received incomplete or after due date will not be entertained. Only shortlisted candidates will be called for interview. College reserves the right to reject any or all applications/posts without assigning any reason.

Sd/-
PRINCIPAL (Offg.)

Copy to:

1. The Registrar, University of Delhi, Delhi-10007.
2. The Principals, All Colleges.
3. College Website.
4. Office File.


18/11/25
प्राचार्य
इ. प्रिन्सिपल (ऑफ़ग.)
(दिल्ली विश्वविद्यालय)
विकासपुरी, नई दिल्ली-110018



**INDIRA GANDHI INSTITUTE OF PHYSICAL
EDUCATION & SPORTS SCIENCES**

(University of Delhi)
B-Block, Vikaspuri, New Delhi-110 018

Application No. _____
(To be filled by the Office)

APPLICATION FORM (ON DEPUTATION BASIS)
(Please read the notes given at the end before filling the form)

Please paste self-
attested passport
size photograph
here

Post Applied for		Section Officer
1.	Name (In Block Letter)	
2.	Father/Husband's Name	
3.	Gender of Applicant	
4.	Date of Birth	In Figures(DD/MM/YYYY): In Words:
5.	Age (As on 08.12.2025)	
6.	Permanent Address	
	Address for Communication	
	Email ID	
	Mobile No.	
7.	Nationality	
8.	Marital Status (Married /Unmarried)	
9.	Do you belong to any Reserved Category? If yes, Name of the Category.	



10. Educational Qualifications (Secondary Onwards & use separate sheet if required):

Examination Passed	Year of Passing	School/College/University attended	%age	Main Subjects Studies

11. Technical/Professional Qualifications (if any):
(Please use separate sheet if required)

Examination Passed	Year of Passing	School/College/University attended	%age	Subject Studies



12. Experience:

Name of the Organization	Post held/ Designation	Present Pay and Pay Level	Period		Nature of Duties Performed
			From	To	

13. Details of Computer Related Skills :
(MS Office, Online Meetings, Handling Emails and Mailbox etc.)

14. Any other information:

Dated: _____

Signature of applicant: _____

Place: _____

Name of the Applicant: _____



For Applicants in Employment
(Verification by the Applicant's Office)

Forwarded with the remarks that the facts stated in this application have been verified and found correct. There is no vigilance or disciplinary enquiry pending or being contemplated against the applicant. This organization/department has No Objection in his/her applying for the post of Section Officer on deputation basis.

Date: _____

Signature and Seal of the Head of the Institute

Declaration by the Applicant

I hereby declare that the details given in this Application form by me is true and correct to the best of my knowledge and understanding and nothing has been concealed therein, in case of suppression of any information or submission of wrong facts, I shall be liable for appropriate action on me and my candidature shall be cancelled.

Dated: _____

(Signature of the Applicant)

Notes and Conditions:

1. Self-attested photocopies of Certificate, Mark sheets, Testimonials etc. should be attached with the application and the originals must be produced at the time of interview and at the time of joining, if selected.
2. The shortlisted candidates as per the University guidelines will be called for interview.
3. Except where otherwise indicated, applicant appearing for interview shall do at their own expense.
4. Applicants who are in employment should send their applications through Proper Channel.
5. Incomplete application will be rejected.
6. The application is liable to be rejected if received by the College after last date.
7. The college will not be responsible for postal delays due to strike etc. outside the control of the College.
8. One passport size photograph should be pasted on the application form.
9. Please attach the last salary certificate.
10. Attach additional sheets, if necessary.

