

INSTRUCTIONS

Instructions for applying a post through portal:

Click here : [LNiPE Recruitment Portal](#)

or

Use Recruitment Portal Address: <https://www.lnipe.in/placementindex>

1. Create Account to apply:

Create New Account to Apply for the Post

Name

Please enter your name.

Mobile Number

Please enter your contact number.

Email address

Please provide a valid email address.

Password

Please provide your password.

Sign up

Fill above details and press Sign up button to create account.

2. After creating account, Sign in by using your email address and password.

Sign in to Apply for the Post

Email address

Please provide a valid email address.

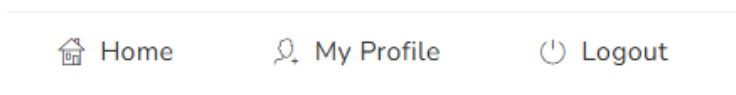
Password

Please provide your password.

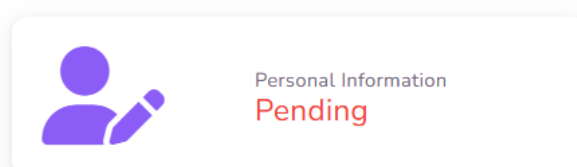
Sign in

[Forgot Password?](#)

3. After signing in, you get your profile status, available posts list and your application details. Complete your profile to apply for the posts.
4. Steps to complete profile:
 - i. Choose My Profile menu or click on Personal Information box or click on view profile.



Or



Or

My Profile							
Personal Info	Communication	Academic Qualifications	Research Publications	Additional Info.	Document Upload	Experience	Declaration
Pending	Pending	Pending	Pending	Pending	Pending	Pending	Pending
View profile							

Fill your profile as per post eligibility criteria.

- ii. My Profile contains various sections, fill required sections as per the Post.

The 'My Profile' section contains eight sub-sections, each with a corresponding icon: Personal Information (person icon), Communication Details (communication icon), Academic Qualifications (graduation cap icon), Research Publications (book with plus icon), Additional Info (computer monitor icon), Document Upload (upload arrow icon), Relevant Experience (briefcase icon), and Declaration (checkmark icon).

- iii. Fill Personal information & press Save & Continue button.

The 'Personal Information' form includes the following fields: Candidate Name, Father's Name, Mother's Name, Date of Birth (dd-mm-yyyy), Gender (Select), Social Category, Bench Mark Disability Category, Religion & Caste, Minority Status, Marital Status, State of Domicile (Select State), Country-Nationality (India, Indian), Photo Id Type (Select), Photo Id Number, Computer Proficiency (Basic), Sport Skills & Expertise (Comma(,) Separated Skills), Language, I can understand & speak (English, Hindi, Kannada, Kashmiri), Language, I can write (English, Hindi, Kannada, Kashmiri), Are you employed? (No), Relevant Experience (in Years) (0), and Have you ever served Armed Forces? (No). A 'Save & Continue' button is located at the bottom right.

- iv. Fill Communication Details and press Save & Continue button.

The 'Communication Details' form includes the following fields: Contact Number, Email Address, Alternative Email Address, Whatsapp Number, Country (India), State (Select a State), District, Tehsil, Address, Pin Code, Locality (Urban), and Correspondence Address (which includes Country, State, District, Tehsil, Address, Pin Code, and Locality). A checkbox for 'Correspondence Address is same as Permanent Address' is present. A 'Save & Continue' button is located at the bottom right.

- v. Choose Examination Passed i.e. 10th, 12th and fill asked information. Choose a coloured scanned certificate of course and click on the Add qualification button. Repeat the process for others courses.

The 'Add An Academic Qualification' form includes the following fields: Examination Passed (Select), Course Name, Specialization, Year of Admission (YYYY), Year of Completion (YYYY), Board/University, Institution Location (Select), Result Type (Percentage), Percentage/CGPA, Subject/s, and Upload colored scanned copy of certificate/diploma/degree (Image/Pdf) (Choose File, No file chosen). An 'Add Qualification' button is located at the bottom right.

After adding your all academic qualifications details, press Finish Academic Qualification Submission & Go to Next, under summary of academic qualifications upload by you, to complete this section.

Academic Qualifications							
Examination	Course	Board/University	Institution	Duration	(%)/CGPA	Subjects	Action
Finish Academic Qualifications Submission & Go to Next							

- vi. **Research Publications:** This Section is for Teaching Post, where eligibility criteria is Ph.D.. Applicants, who are applying for the Non-Teaching posts can leave it.

Add Research Paper			
Title of the Paper		Authorship	Year
		Select	YYYY
Journal Name	Volume Number	Page Number	
Peer-Reviewed/UGC Listed	DOI	Impact Factor	
Select		Select	
SCOPUS Indexed			
Select			
Add Research Paper			

Research Paper								
Title	Authorship	Year	Journal Name, Vol. No., Page No.	Peer/UGC	DOI	Impact Factor	SCOPUS Indexed	Action
Finish Research Publications Submission & Go to Next								

After updating your research publications press Finish Research Publication Submission & Go to Next

- vii. **Additional Information:** This Section is for Non-Teaching Posts related to the Computer/ Software proficiency.

Additional Information	
Software Proficiency I am fluent with the following software: ☐ Microsoft Word ☐ Microsoft Excel ☐ Microsoft Power Point/PPT ☐ Tally ☐ Corel Draw	
Keyboard Proficiency Typing Speed in English (WPM) 0 Typing Speed in Hindi (WPM) 0	
Save & Continue	

- viii. **Document Upload:** In this section upload your photo, signature, id proof, Resume/CV, Category Certificate, Employer's NOC etc. and Press Finish Documents submissions & Go to next.

Upload Documents	
Recent Photograph (Image Only)  Upload	Signature (Image Only)  Upload
Photo Id Proof  Upload	Resume/CV PDF  Upload
Upload Social Category Certificate  Upload	Upload Bench Mark Disability Certificate  Upload
Finish Documents Submission & Go to Next	

- ix. **Experience:** Fill your experience as per Post Eligibility Criteria. Where experience is not required, applicant may leave this section. After filling your experience click on Finish Experience Submission & Go to Next.

Add Experience

Employer Type
Select

Employment Type
Select

Organization Name

Designation

Address, Location

Date of Joining (dd-mm-yyyy)
dd-mm-yyyy

Last Date of Serving (dd-mm-yyyy)
dd-mm-yyyy

Pay Grade/Annual Salary

Add Experience

Coaching Experience Summary

- x. **Declaration:** Fill your declaration & complete your profile.

Disclosure & Declaration

Disclosure

1. Have you ever been punished for Gender/Caste related offences or convicted by a court of law?

☐ Yes
☒ No

2. Were you at any time declared medically unfit or asked to submit your resignation or discharged or dismissed?

☐ Yes
☒ No

3. Do you have any criminal case pending against you in a Court of law?

☐ Yes
☒ No

Declaration

I have read the applicable guidelines & Eligibility Criteria, which are binding. I do hereby solemnly affirm and declare that the information given in the application, the statements made, and the supporting documents uploaded with this application form are true and correct to the best of my knowledge and belief and uploaded documents are in the prescribed format and size. If any information given by me in this application is found to be false, misrepresented or concealed, my candidature/appointment is liable to be rejected and I may be subjected to legal/disciplinary proceedings.

☐ I have checked all my inputs/details and uploaded documents to my profile.

I declare above and want to lock my profile

Note: Please preview and review your profile before lock it. After applying for any Post, you will not able to change or modify your profile.

5. After completing your profile, visit your dashboard. At your dashboard available posts are listed. Read advertisement of the post and if you are eligible:

- i. To apply for the post click on blue colour apply button, available in front of post.

Available Post			
S.No.	Organization	Post	
1	LNIFE	GUEST FACULTY IN PHYSICAL EDUCATION	Apply

or

- ii. To apply for the post click on the orange colour eye icon to apply for the post.

Available Post										
S.No.	Organization	Post	Post Nature	Post Type	Gender	Experience	Applicable Categories	Salary	Advertisement	Action
1	LNIFE	GUEST FACULTY IN PHYSICAL EDUCATION	CONTRACTUAL	TEACHING (DOCTORATE)	MALE & FEMALE	1 Year/s	EWS, OBC, SC, ST, Unreserved (UR)	50000	ADSNO-123	Open

After clicking on the blue colour or orange colour eye icon under Action, you will get a pop-up to apply for the post

Post Overview

Designation	Posted Nature	Post Type	Gender
Guest Faculty in Physical Education	Contractual	Teaching (Doctorate)	Male & Female
Experience	Category	Salary/Month	Advertise No.
1 Year/s	EWS, OBC, SC, ST, Unreserved (UR)	50000	ADSNO-123

Choose Category to apply this post

Select

☐ I declare that, I read the advertisement and I have checked my profile before applying this post.

Close

Apply

Choose category i.e. UR, OBC, SC etc. and accept declaration then click on Apply button to apply for the post.

6. You can view your Applied Posts in My Applications section at your dashboard.

My Applications							
Application Id	Organization	Ads No	Post	Nature	Type	Applied Under Category	Action
LNIPERT2026-3	LNPIE	ADS3	LOWER DIVISION CLERK	CONTRACTUAL	NON-TEACHING (IT)	Unreserved (UR)	

7. In case of any Technical query regarding portal, please call on technical helpline, details are available on the portal.
