



**CSIR-Indian Institute of Chemical Technology**  
**(Council of Scientific & Industrial Research)**  
Tarnaka, Uppal Road  
Hyderabad – 500 007 (Telangana)



Advertisement No. 2/2016 Dated 11.03.2016

**2<sup>nd</sup> SPECIAL RECRUITMENT DRIVE FOR PERSONS WITH DISABILITIES (PwDs)**

Last Date for receipt of filled-in applications 22.03.2016

***Government strives to have a workforce which reflects gender balance and  
Women candidates are encouraged to apply***

Indian Institute of Chemical Technology, Hyderabad (CSIR-IICT) is a Premier Research Laboratory under the Council of Scientific & Industrial Research (CSIR), which is an autonomous body under the Ministry of Science & Technology, Government of India. CSIR-IICT is a multi-disciplinary Institute with proven strengths in Organic Chemistry (drugs, agrochemicals and industrial organics), Inorganic & Physical Chemistry including Catalysis, Lipid Science & Technology, Organic Coatings & Polymers, Chemical Biology, Chemical Engineering and Design Engineering.

CSIR-IICT invites applications in the prescribed proforma for the following posts from Indian citizens as per the qualifications and other details mentioned against the posts.

Post Code/ No. of Positions & Category	Pay Band	Designation & Grade Pay (GP)/ Age limit not exceeding	Essential Educational qualification & Experience	Desirable Qualification & Experience	Job Specification
T3201 1 post VH#	'9300- 34800 (PB-2)	Technical Assistant GP `4200/- Age limit : 28yrs*	1 <sup>st</sup> Class B.Sc.(Sci.) with one year full time professional qualification in Public Relations / Mass Communication / Journalism, etc., from a recognized Institute / Organization Or 1 <sup>st</sup> Class B.Sc.(Sci.) with one year experience in Public Relations / Mass Communication / Journalism etc., in reputed Institute / Organization	Candidate possess ing Diploma / Post-Graduate Diploma in Public Relations / Mass Communication / Journalism, etc., with good communication (both oral & written) skills in English and ability to work on computer will have edge over others	Candidate should possess good communication skills, capable of interacting with public media etc. Should have ability to work on computers

\* Please see for age relaxation in Relaxations (3a).

#Candidates with Low Vision will be suitable for this post

Post Code/ No. of Positions & Category	Pay Band	Designation & Grade Pay (GP)/ Age limit not exceeding	Essential Educational qualification & Experience	Desirable Qualification & Experience	Job Specification
T3202 1 post HH	`9300-34800 (PB-2)	Technical Assistant GP `4200/- Age limit : 28yrs*	1 <sup>st</sup> Class B.Sc.(Sci.) with one year full time Post Graduate Diploma in Chemical Analysis & Quality Management (PGDCAQM) / Post Graduate Diploma in Analytical Chemistry (PGDAC) from a recognized Institute / Organization Or 1 <sup>st</sup> Class B.Sc.(Sci.) with one year experience in Analytical instruments/Lab. Skills in recognized Institute / Organization	Candidate possessing qualifications as specified in column 4 should be able to work in scientific laboratory and help Scientists in setting up of experiments, preparation, interpretation of scientific data and should have familiarity/experience in handling scientific equipments and good knowledge of computers.	Assisting Scientists in setting up of experiments, preparation, interpretation of scientific data, etc.

\* Please see for age relaxation in Relaxations (3a).

HH: Hearing Handicapped; VH: Visually Handicapped.

Apart from qualifications indicated above, any other recognized qualification, which is equivalent to the prescribed qualification, shall be treated at par with that qualification.

**General information and conditions:-**

**1. Benefits under Council service:**

- These posts carry usual allowances i.e. Dearness Allowance (DA), House Rent Allowance (HRA), Transport Allowance (TA) etc. as admissible to the central government employees and as made applicable to CSIR. Council employees are also eligible for accommodation of their entitled type as per CSIR allotment rules depending on availability in which case HRA will not be admissible.
- In addition to the emoluments indicated against each category of posts, benefits such as applicability of New Pension Scheme 2004, reimbursements of Medical Expenses, Leave Travel Concession, Conveyance advance and House Building Advance are available as per CSIR rules.

**2. Other conditions:**

- The applicant must be a citizen of India.
- All applicants must fulfill the essential requirements of the post and other conditions stipulated in the advertisement as on the last date of receipt of the applications. They are advised to satisfy themselves before applying that they possess at least the essential qualifications laid down for various posts as on the last date of receipt of the applications. **No enquiry asking for advice as to eligibility will be entertained.**

The prescribed essential qualifications are the minimum and the mere possession of the same does not entitle candidates to be called for trade test/interview, as the case may be. The duly constituted Screening Committee will adopt its own criteria for short-listing the candidates. The candidate should therefore, mention in the application all the qualifications and experiences in the relevant area over and above the minimum prescribed qualification, supported with documents.

- The application should be accompanied by self attested copies of the relevant educational qualification, experience. The prescribed qualifications should have been obtained through recognized Universities / Institutions. Incomplete

applications/applications received or not accompanied with the required certificates / documents are liable to be rejected.

- d. In respect of equivalent clause in Essential Qualifications, if a candidate is claiming a particular qualification as equivalent qualification as per the requirement of advertisement, then the candidate is required to produce order/letter in this regard, indicating the Authority (with number and date) under which it has been so treated otherwise the application is liable to be rejected.
- e. The period of experience rendered by a candidate on part time basis, daily wages, visiting/ guest faculty will not be counted while calculating the valid experience for short listing the candidates for interview.
- f. If any document/ certificate furnished is in a language other than Hindi or English, a transcript of the same duly attested by a Gazetted officer or notary is to be submitted.
- g. The date for determining the upper age limit, qualifications and /or experience shall be the closing date prescribed for receipt of filled-in application(s), i.e., **22.03.2016.**
- h. The period of experience in a discipline / area of work, wherever prescribed, shall be counted after the date of acquiring the minimum educational qualifications prescribed for that Grade.
- i. The post will be governed by the New Pension Scheme applicable w.e.f. 01.01.2004 as notified by the Government of India and adopted by CSIR vide their letter No.17/68/2001-E.II dated 23.12.2003 and other instructions issued on the subject.
- j. Any discrepancy found between the information given in application and as evident in original documents will make the candidate ineligible for appearing in interview. Such candidate will not be paid any fare.
- k. The decision of the Director, **CSIR-IICT** in all matters relating to eligibility, acceptance or rejection of applications, mode of selection, conduct of examination/interview will be final and binding on the candidates.
- l. The number of vacancies may vary (increase or decrease) at the time of actual selection.
- m. Canvassing in any form and / or bringing any influence political or otherwise will be treated as a disqualification for the post.
- n. NO INTERIM ENQUIRY OR CORRESPONDANCE WILL BE ENTERTAINED.
- o. SC/ST/OBC/PWD candidates are required to submit a copy of the certificate in the prescribed format signed by the specified authority at the time of interview. The OBC candidate should produce the prescribed certificate valid for appointment of posts under the Central Government.

### **3. Relaxations :**

- a. Age relaxation of 10 years (15 years for SC/ST and 13 years for OBC on production of relevant certificate in the prescribed format signed by the specified authority at the time of interview) in upper age limit shall be allowed to Persons with Disabilities (PWD) subject to the condition that maximum age of the applicant on the crucial date shall not exceed 56 years. The persons claiming age relaxation under this sub-para would be required to produce a certificate in prescribed proforma (issued by Medical Board or Medical Board attached to Special Employment Exchange for Physically Handicapped or attached to Vocational Rehabilitation Centre for Physically Handicapped) in support of their claims clearly indicating that the degree of physical disability is 40% or more. In any case, the appointment of these candidates will be subject to their being found medically fit in accordance with the standards of medical fitness as prescribed by the Government for each individual posts to be filled by Direct Recruitment by Selection.
- b. Age relaxation upto 05 years may be allowed to CSIR/Government/Autonomous Bodies/Public Sector Undertaking employees in accordance with the instructions and orders issued by the Govt. of India from time to time in this regard.

### **4. Mode of selection :**

- a. Through either trade test or interview or both.

### **5. How to apply :**

- a. Candidates are requested to apply in the prescribed proforma which can be downloaded from our website <http://www.iictindia.org>.
- b. There is no Application fee.
- c. In case of universities/institute awarding CGPA/SGPA/OGPA grades etc., candidates are requested to convert the same into percentage based on the formula as per their university/institute.
- d. The duly filled-in application completed in all respects should be accompanied by attested copies of the certificates, mark sheets, testimonials in support of age, education qualifications, experience and caste certificate, if applicable along with one recent passport size self-signed photograph affixed should be sent in an envelope superscribed

“APPLICATION FOR THE POST OF \_\_\_\_\_ (Post Code \_\_\_\_\_)” so as to reach the **Recruitment Section, CSIR-Indian Institute of Chemical Technology, Hyderabad – 500 007, Telangana on or before 22.03.2016.** Candidates applying for more than one post must submit separate application form for each post indicating the Code No. of the post.

- e. Applications from employees of Government Departments will be considered only if forwarded through proper channel with a vigilance clearance certificate and a certificate from the employer that the applicant, if selected will be relieved within one month of the receipt of the appointment orders. However, advance copy of the application may be submitted before the closing date. Applications routed through proper channel should reach the Recruitment Section, CSIR-IICT, Hyderabad-500007 at the earliest.
- f. Candidates should specifically note that the applications received after the closing date for any reason whatsoever (such as envelopes wrongly addressed, delivered elsewhere, postal delay etc.) will not be entertained by CSIR-IICT. Any enclosure received separately subsequent to the receipt of application cannot be connected therewith. No correspondence in this regard will be entertained.
- g. **Incomplete applications including unsigned application, without photograph, application not accompanied by certificates as per Clause 6 will not be entertained and will be summarily rejected.**
- h. The recruitment process can be cancelled/postponed/suspended/terminated without any prior notice/assigning any reasons at any stage at the discretion of the Director, CSIR-IICT.
- i. Any resultant dispute arising out of this recruitment shall be subject to the sole jurisdiction of the courts situated at Hyderabad only.

**6. Following documents self attested must be attached along with application form sent by post:**

- a. Coloured photograph pasted on the form and signed across in full.
- b. Date of Birth Certificate.
- c. Education qualifications certificates.
- d. Caste certificate, if applicable.
- e. PwD certificate in the prescribed format.

**Sr. Controller of Administration**