



CSIR-NORTH EAST INSTITUTE OF SCIENCE AND TECHNOLOGY:
Jorhat-785006, Assam
(Council of Scientific & Industrial Research)



Advertisement No. 1/2018-REC

“Government strives to have a workforce which reflects gender balance and women candidates are encouraged to apply”

Opportunities in Science & Technology – As a Medical Officer

Council of Scientific and Industrial Research (CSIR) is a premier scientific organization involved in multidisciplinary R&D programmes of both basic and applied nature across scientific disciplines for economic, environmental and societal benefits for the people of India. Please visit www.csir.res.in for more details.

CSIR-North East Institute of Science and Technology, Jorhat, a constituent establishment of Council of Scientific and Industrial Research (CSIR), New Delhi, has been engaged in multidisciplinary R&D work relevant to the country in general and North Eastern Region in particular. The Director, CSIR-North East Institute of Science and Technology invites applications from Indian Nationals who are dynamic, energetic, innovative and possess leadership qualities, for the below mentioned posts. Further information may be found in its website: www.neist.res.in.

Applications are invited to fill up the vacancies in the Clinical Centre, CSIR NEIST, Jorhat as per the particulars given below:

- 1. Post:** Medical Officer at the level of Senior Technical Officer (1)/Technical Gr. III (4)
- 2. Age Limit:** Maximum 35 Years as on last date of Online Submission of application.
(Please see Age Relaxation under Relaxation column.)
- 3. Last date of Online Submission of application:** 27/02/2018
- 4. Last Date of Receipt of hardcopy (print out of online submitted application):** 14/03/2018

Designation	Emoluments	No. of post & Reservation	Post code	Essential Qualifications.	Desirable Qualifications & Experience:
Medical Officer	₹ 56100/- (As per 7th CPC, Level 10 in the Pay Matrix)	1 UR	MO-01	MBBS with 55 % marks from a recognised university /institute along with registration with MCI.	MD (General Medicine), from a recognized university/institute registered under MCI, preferably with 3 years experience including one year Housemanship in Medicine/ Surgery/ Emergency Medicine of working/training/ teaching in a recognized institute/hospital. <i>For Post Code MO-02, preference will be given to female candidates.</i>
		1 SC (Backlog)	MO-02		

Job requirements/ Nature of Job: The incumbent shall attend general duty of Medical Officer in the Clinical Centre equipped with pathological, biochemical, minor surgery and ECG facilities for all out-door patients during routine hours. He/She will also attend emergency duties outside routine hours for staff and their family members residing at CSIR-NEIST campus as well as outside the colony as and when necessary.

Persons belonging to the differently-abled category are also encouraged to apply for the above posts. The posts identified suitable for differently-abled Persons along with the Physical Requirements and Functional Classifications are given below:

Sl. No	Post Code / Name of Post	Physical Requirements	Functional Classification
1	MO-01 / Senior Technical Officer(1), Clinical Centre	S,ST,W,BN,MF,RW,SE,H,C	OA,OL
2	MO-02 (SC-Backlog) / Senior Technical Officer(1), Clinical Centre	S,ST,W,BN,MF,RW,SE,H,C	OA,OL

ABBREVIATIONS USED:

Code	Physical Requirements
S	Sitting
ST	Standing
W	Walking
BN	Bending
L	Lifting
KC	Kneeling & Crouching
JU	Jumping
CRL	Crawling
CL	Climbing
MF	Manipulation by Fingers
RW	Reading & Writing
SE	Seeing
H	Hearing
C	Communication

Code	Functional Classification
OA	One Arm
BA	Both Arms
BL	Both Leg
OAL	One Arm and One Leg
BLOA	Both leg & One arm
BLA	Both Legs Arms
B	Blind
LV	Low Vision
HH	Hearing Impaired
PP	Pulling & Pushing
CP	Cerebral Palsy
LC	Leprosy Cured
OH	Orthopedically Impaired
VH	Visually Impaired
OL	One Leg

General information and conditions:-

1. Benefits under Council service:

- a. 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.
- b. 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.
- c. CSIR provides excellent opportunities to deserving candidates for career advancement under Assessment Promotion scheme.
- d. Deserving candidates may be considered for advance increment as per CSIR Rules.

2. Other Conditions

- a. The applicant must be a citizen of India.
- b. All applicants must fulfil 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 interview. 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. Completion of post graduate degree will be reckoned from the date of issue of provisional certificate/notification.

- c. 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 etc. 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 submission of online application i.e. **27.02.2018**.
- h. The period of experience in a discipline / area of work, wherever prescribed, shall be counted after the date of acquiring the minimum prescribed educational qualifications prescribed for that Grade.
- i. Persons with disabilities (PWD) fulfilling the eligibility conditions prescribed under GOI instructions are encouraged to apply.
- j. In case a candidate is staying abroad, his/her candidature may be considered in absentia by the selection committee on his/her written request.
- k. Only outstation candidates called and found eligible for interview will be paid to and fro single second class rail fare from the actual place of undertaking the journey or from the normal place of their residence whichever is nearer to Jorhat Railway Station on production of Rail Tickets/Rail Ticket Numbers or any other proof of journey.
- l. 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.
- m. The decision of the CSIR-NEIST, Jorhat in all matters relating to eligibility, acceptance or rejection of application, mode of selection, and conduct of examination/interview will be final and binding on the candidates.
- n. Canvassing in any form and/ or bringing any influence political or otherwise will be treated as a disqualification for the post.
- o. **NO INTERIM ENQUIRY OR CORRESPONDENCE WILL BE ENTERTAINED.**

3. Relaxation:

- a. The upper age limit is relaxable upto 05 years for SC/ST and 03 years for OBC as per Government orders in force only in those cases where the post are reserved for respective categories, on production of relevant certificate in the prescribed format signed by the specified authority at the time of interview.
- b. Upper age limit is also relaxable upto five years for the regular employees working in CSIR laboratories / institutes, Government Departments, autonomous bodies and public sector undertakings. This concession is admissible to such Govt. servants who have rendered not less than three years continuous service and are working in posts which are in the same line or allied cadres and where a relationship could be established that the service already rendered in a particular post will be useful for the efficient discharge of the duties of the posts, recruitment to which has been advertised.
- c. As per GOI provisions, age relaxation for Widows, Divorced Women and Women Judicially separated from Husbands, the upper age limit is relaxable up to the age of 35 years (upto 40 years for members of Scheduled Castes/Scheduled Tribes and upto 38 years for members belonging to the Other Backward Classes in respect of the posts reserved for them) for Widows, divorced Women and Women Judicially separated from their Husbands who are not remarried. The persons claiming age relaxation under this sub-para would be required to produce following documentary evidence:
 - i) In case of Widow, Death Certificate of her husband together with the Affidavit that she has not remarried since.
 - ii) In case of divorced Women and Women judicially separated from their husbands, a certified copy of the judgment/decreed of the appropriate Court to prove the fact of divorce or the judicial separation, as the case may be, with an Affidavit in respect of divorced Women and they have not remarried since.
- d. Age relaxation to Physically Handicapped (PH) persons: Age relaxation of 5 years is allowed (total 10 years for SCs/STs and 8 years for OBCs in respect of the posts reserved for them) to blind, deaf-mute and orthopedically handicapped persons for appointment to Group 'A' posts/services. The persons claiming age relaxation under this sub-para would be required to produce a certificate in prescribed proforma 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 Group 'A' posts to be filled by Direct Recruitment by Selection.
- e. Relaxation in age, over and above the stipulated limit, educational qualification and / or experience may be considered in case of exceptionally meritorious candidates or if sufficient number of candidates possessing the requisite qualification and/ or experience is not available to fill up the posts.

- f. Relaxation of five years will also be permissible to those who had ordinarily been domiciled in the Kashmir division of the state of Jammu and Kashmir during the period from 1-1-1980 to 31-12-1989 subject to production of relevant certificate from concerned authority.
- g. The date of determining the age limit/ experience/ qualifications shall be the last date of Online Submission of application.

4. How to apply:

- a. Eligible candidates are required to apply ONLINE through our website <http://www.neist.res.in>.
- b. If the candidate does not have a valid email id, he/she should create a new valid email id before applying online.
- c. Online Application will be available on our website upto 17.00 Hrs/5PM of **27.02.2018**.
- d. Candidates are required to arrange for a crossed **Demand Draft for Rs.100/ drawn on any nationalized bank and valid for at least 3 months in favour of "Director, CSIR-NEIST-Jorhat" payable at Jorhat**. The last date for submitting online application and making of Demand Draft is 27.02.2018. This date will be the same for the candidates belonging to far-flung areas. The following details must be filled up on back side of Demand Draft **(i) Candidate's Name, (ii) Candidate's Category, (iii) Post Code Applied For**. The Candidates belonging to SC/ST/PH/Women/CSIR Employees/Abroad Candidates category are exempted from submission of application fee.
- e. In case of universities/Institute awarding CGPA/SGPA/OGPA grades etc., candidates are requested to convert the same in to percentage based on the formula as per their university/institute.
- f. Successful online application is indicated by the page displayed after clicking **Submit Button** indicating the generated **"APPLICATION NUMBER"**. Please note down the same carefully and preserve it, you will not be able to Re-print the Application.
- g. In case candidate wants to modify/withdraw the application there is a 'CANCEL' option to cancel the online application. Please note that application once cancelled will not be retrieved at any stage. If you have cancelled the application, please reapply before the closure of Application Date as per advertisement. Please remember to take fresh print out after modifying any details.
- h. This computer generated application (print-out) duly accompanied by attested copies of the certificates, mark sheets, testimonials in support of age, education qualifications, experience, re-prints of publications and caste certificate, if applicable along with one recent passport size self-signed photograph affixed together with Demand Draft (if applicable) should be sent in an envelope super scribed "APPLICATION FOR THE POST OF _____(Post Code _____)" by post to the address: **Administrative Officer, CSIR-North East Institute of Science and Technology, Jorhat** . Candidates applying for more than one post must submit separate application form for each post indicating the Code No. of the post. The hard copy(s) of each application must be accompanied by separate Demand Draft(s).
- i. Application once made will not be allowed to be withdrawn and fees once paid will not be refunded on any count nor can it be held in reserve for any other recruitment or selection process.
- j. Applications from employees of Government Departments will be considered only if forwarded through proper channel, certified by the employer that the applicant, if selected will be relieved within one month of the receipt of the appointment orders. Also, vigilance clearance should be recorded. However, advance copy of the application may be submitted before the closing date. Applications routed through proper channel should reach CSIR-NEIST, Jorhat at the earliest.
- k. 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-NEIST, Jorhat.
- l. Incomplete applications (i.e. without photograph, unsigned and application fee, applicable testimonials etc.) will not be entertained and will be summarily rejected.

5. Following Documents must be attached along with application form sent by post:

- a. Demand Draft of Rs.100./-(Rupees One hundred only) as application fee, where applicable.
- b. Coloured photograph pasted on the form and signed across in full.
- c. Self Attested photocopy of Date of Birth certificate, Education Qualifications certificates, MCI Registration certificate, experience certificate, Caste Certificate & Category, if applicable, under which age relaxation is claimed.

Sd/-

प्रशासनिक अधिकारी /Administrative Officer