



CSIR-INSTITUTE OF HIMALAYAN BIORESOURCE TECHNOLOGY
(Council of Scientific & Industrial Research)
PALAMPUR -176 061 (H.P.)
Advertisement No.22/2013
Last Date of Receipt of Applications: 12.12.2013

Applications are invited on the prescribed proforama as given below for under mentioned post in CSIR-Institute of Himalayan Bioresource Technology, Palampur (H.P.) :-

| Name of Post : Assistant (G.)Gr.III (01-Post-OBC) [backlog] | | |
|---|-----------------------|---|
| Pay: Pay Band-1 Rs.5200-20,200 with Grade Pay of Rs. 1900/- | | |
| Age Limit : 31 years including three years relaxation for OBC(s) [(as on12.12.2013)] | | |
| Post Code | No.of Posts | Essential Educational Qualifications, Desirable Qualifications & Selection Criteria |
| 2201 | 01 Post-OBC (Backlog) | Essential Educational Qualifications: 10+2/XII or its equivalent and typing speed of 30 w.p.m. in English or 25 w.p.m. in Hindi typewriting. Desirable Qualifications: Working knowledge of computer such as MS-Word, Excel and Power Point etc. Selection Criteria: On the basis of competitive written examination (General English/Hindi and General Knowledge) proficiency test in typewriting English/Hindi followed by interview. Preference shall be given to the candidates who qualify both English and Hindi type-writing tests. |

GENERAL CONDITIONS :

1. The above post shall carry usual allowances as admissible to CSIR/GOI employees, as have been made applicable to CSIR employees of the same status stationed at Palampur (H.P).
2. The prescribed age limit is as on the last date of receipt of applications i.e.12.12.2013.
3. Relaxation in age for Physically Handicapped/Ex. Servicemen candidates will be as per Govt. of India rules.
4. Relaxation in age for widows, divorced women and women judicially separated from their husbands and who are not re-married will be up to the age of 35 years.
5. Candidates belonging to PH/Ex-Serviceman/OBC category should enclose photocopies of their certificates in the prescribed form issued by the competent authority in support of their claim.
6. 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 the Institute. Any enclosure received separately subsequent to the receipt of the application cannot be connected therewith. No representation in this regard will be entertained.

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7. An application fee of **Rs.100/- (Rupees One hundred only)** non-refundable is payable (candidates belonging to PH Category and regular employees of CSIR/Identified Casual Workers are exempted from payment of application fee) in the form of crossed Demand Draft with validity of three months in favour of Director,CSIR-Institute of Himalayan Bioresource Technology, Palampur and Payable at SBI,HPAU,3632,Palampur (H.P.).
8. Applications from Employees of Govt. Departments will be considered only if forwarded through proper channel, certified by the employer that the applicant will be relieved within one month of the receipt of the appointment orders, if selected. However, advance copy of the application may be submitted before the closing date. Applications routed through proper channel should reach this Institute at the earliest.
9. Mere fulfilling the minimum eligibility criteria will not entitle the candidate to call for written/typewriting test/interview. All the applications received will be duly short-listed by a Screening Committee a per rules and the decision of Screening Committee and as decided by the Council/ Director of the CSIR-IHBT,Palampur will be final and binding in this regard.
10. Candidate must indicate as to whether any of their blood/close relatives is working in CSIR-IHBT or in any other National Labs./Instts. of the CSIR.
11. Selected candidates shall be liable to serve in CSIR Labs./Instts. anywhere in India.
12. **Candidates must be registered with the Employment Exchanges within Himachal Pradesh.**
13. Canvassing in any form and/or bringing of any influence political or otherwise will be treated a disqualification for the post.
14. The decision of Director of CSIR-IHBT,Palampur 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 and no enquiry or correspondence will be entertained in this connection from any individual or his /her agency.

The application on the format given below duly filled in and completed in all respect along with recent Photograph affixed on the application form together with attested copies of educational certificates, marksheets caste certificate, experience certificate application fee etc. should reach the office of Administrative Officer, CSIR-Institute of Himalayan Bioresource Technology, Post Box No.-6, Palampur,Distt.:Kangra(H.P.)-176 061 **on or before 12.12.2013.**

“INTERIM ENQUIRY SHALL NOT BE ATTENDED TO”


Administrative Officer



CSIR-INSTITUTE OF HIMALAYAN BIORESOURCE TECHNOLOGY
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PALAMPUR -176 061 (H.P.)

Advertisement No. 22/2013

Attach recent
coloured passport
size self attested
photograph

Application for the post and post code No. : _____

| Sr. No. | Particulars | To be filled by the Candidate |
|---------|---|-------------------------------|
| 1 | Name (Block Letters) | |
| 2 | Father's Name | |
| 3 | Date of Birth | |
| 4 | Present Postal Addresses including Telephone No. & email address etc. | |
| 5 | Permanent Postal Addresses including Telephone No. & email address etc. | |
| 6 | Whether any blood relation is working in CSIR-IHBT/CSIR? If so, complete details i.e.name, designation and place of posting etc. | |
| 7 | Whether belong to SC/ST/OBC/ Physically Handicapped categories/Widow /Legally Divorcee ? If so, then enclose a copy of certificate issued by the Competent Authority. | |

8.Educational qualification [From 10th onwards]:

| Sr. No. | Name of Examination | Board / University | Year of passing | Subjects | Division and % of Marks |
|---------|---------------------|--------------------|-----------------|----------|-------------------------|
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| 9. | Speed in Typewriting in Hindi/English, | |
| 10. | Medium of taking written competitive examination in Hindi or English and typewriting test (Hindi/English) | |
| 11. | Employment Exchange Registration No. and date of registration (please enclose a copy of the valid Registration Card, if registered) (with in Himachal Pradesh) | |
| 12. | Experience (Please enclose a copy of certificate, duly attested) | |
| 13. | Bank, DD No., Date & Amount | |

I further undertake that the information given above is true to the best of my knowledge and belief and nothing has been concealed. In case, any information is found wrong or false or incorrect my candidature will stand cancelled and all my claims stand forfeited without any further notice.

Signatures of the candidate

Date: _____

Address: _____

Place: _____

Tel. No. _____