

**COUNCIL OF SCIENTIFIC AND INDUSTRIAL RESEARCH,
ANUSANDHAN BHAWAN, 2 RAFI MARG, NEW DELHI-110001**

“WALK-IN-INTERVIEW”

Council of Scientific and Industrial Research (CSIR, Hqrs., New Delhi) desires to engage 10 number Data Entry Operator on purely temporary basis on contract for a period of 6 months under Project entitled “Building Electronic Knowledge Based Effective Work Places” at CSIR Hqrs.

Qualification, Experience, Remuneration and Age Limit for engagement of Contractual staff are as under :-

Name/ No. of Positions	Essential Qualification	Desirable	Consolidated Amount	Maximum age as on <u>24/06/2010</u>
Data Entry Operator 10 Nos.	Graduate with 2 Years Diploma in Computer Science or Equivalent with Knowledge of Computer Applications/Office Automation and Typing skills (40 words per minute)	One Year Experience in Working on Human Resource Management Automation Solutions.	Rs.14000/-p.m	28 Years (age relaxation for SC/ST/OBC/Women candidate as per Govt.of India instructions.

The position is purely temporary on Contract basis for a period of 6 months. Contract may be terminated any time by giving one-month notice by either side. The applicants will have no claim implicit or explicit for consideration against any CSIR post.

Reservation : As regards reservation, if all things are equal, SC/ST/OBC candidates may be given preference over General candidates so as to ensure their representation.

Mode of Selection : In case large number of candidates turn up, the candidates will be shortlisted for interview through a written test and/or Group discussion by a duly constituted Screening Committee. Only the short listed candidates shall be interviewed by the Selection Committee.

The interview will be held on 24/06/2010 at 10:00 AM. at CSIR Hqrs., Anusandhan Bhawan, 2 Rafi Marg, New Delhi-110012.

Eligible candidates may appear together with duly filled-in downloaded Application Form for Walk-in interview on 24/06/2010 between 9:00 AM to 10:00AM (candidate will not be entertained after 10.00 AM under any circumstance) alongwith latest passport size photograph, original and attested copies of all certificates in the proper format issued by the appropriate authority as per the latest instructions issued from time to time on the subject.

No TA/DA will be paid to the candidates for appearing in the interview.


Under Secretary

COUNCIL OF SCIENTIFIC AND INDUSTRIAL RESEARCH
ANUSANDHAN BHAWAN, 2 RAFI MARG, NEW DELHI-110001.

WALK-IN-INTERVIEW : 24/06/2010

AREA : Data Entry Operator

NAME : _____
FATHER'S NAME : _____
DATE OF BIRTH : _____
CATEGORY : GEN/SC/ST/OBC/PH
CORRESPONDENCE : _____
ADDRESS WITH : _____
PHONE NO & : _____
E-MAIL ADDRESS : _____

Self Attested
Photograph

EDUCATIONAL QUALIFICATION:

(starting from 10th/ matriculation)-

Sl.No.	Essential Qualification	Board/University	Year	Class/ Division	% Marks or GPA/ Typing Speed
1.	Matriculation				
2.	Graduation				
3.	Two Years Diploma in Computer Science or Equivalent.				
4.	Typing Skill				

DESIRABLE QUALIFICATION :

Details of experience in working on
Human Resource Management Automation Solutions. _____

EMPLOYMENT RECORD (if any):

Institution	Designation	Salary p.m	From	To

If working in CSIR, (Details Thereof) _____
Name, Designation, Division & Lab./Instt. of the relative,
if any, working in CSIR Hqrs or its labs. / Instts. _____

I understand that the contractual appointment is purely temporary and I hereby declare that the statements made in the application are true, complete and correct to the best of my knowledge & belief.

(Signature of Candidate)
Date :

Encls. :

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- 2.
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