COUNCIL OF SCIENTIFIC AND INDUSTRIAL RESEARCH (CSIR)
Anusandhan Bhawan, 2, Rafi Marg, New Delhi—110 001.

ADVERTISEMENT NO. CO/01/2013

Council of Scientific & Industrial Research (CSIR) is an autonomous organization under the Ministry of Science & Technology, Govt. of India. It is amongst the foremost scientific and industrial research setups in the world. Having state of art infrastructure and scientific and technical manpower second to none, CSIR covers practically the entire spectrum of scientific and industrial R&D of national and international importance. This ranges from aerospace to ocean exploration, micro-electronics to structural and environmental engineering, smart materials to mechatronics, petrochemicals to synthetic biology and from robotics and micro-machines to drugs & pharmaceuticals and agrochemicals.

CSIR is looking for bright, young and dynamic Indian nationals for technical posts for its following Units/Divisions at its H'qrs. in New Delhi:

A.   **Innovation Protection Unit (IPU)** – The mandate of Innovation Protection Unit (IPU) is to look after the national and international protection of IP generated at the constituent Labs/Institutes of CSIR.

B.   **Traditional Knowledge Digital Library (TKDL)** – It is a collaborative project between Council of Scientific and Industrial Research (CSIR), Ministry of Science and Technology and Development of AYUSH, Ministry of Health. TKDL submits evidences of prior-art existing in documented traditional knowledge of the country in cases where patent applications have been filed on India's traditional knowledge at International Patent Offices to prevent the misappropriation of country's traditional knowledge.

C.   **Planning & Performance Division (PPD)**- is responsible, *inter-alia*, for evolving CSIR policies relating to organisational, strategic and perspective planning; managing and supporting activities of national and international R&D alliances; policy formulation for technology development and R&D management; formulating, implementing and monitoring the plan programmes of CSIR; interaction with CSIR laboratories and units; financial resource management including overseeing resource estimation, development and utilisation.

D.   **Human Resource Development Group(HRDG)** – has a mandate to develop and nurture S&T manpower at the national level, mainly through the award of research fellowships / associateships for doing doctoral and post-doctoral research. It also promotes and coordinates scientific research through extramural research grants to scientists/ professors working in universities/R&D institutions.

E.   **Information Technology Division (ITD)** – CSIR IT Division plans, procures and manages the ICT infrastructure and services at CSIR. CSIR Enterprise Transformation Project executed presently in this Division envisages automation of all key business processes of CSIR and its Labs. with the implementation of an ERP Software Solution Package.

F.   **Operations Management and Project Finance & Accounting (OMPFA)** – CSIR has been using in-house developed integrated management & project accounting software (IMPACT) since 1994 which is in the process of being replaced by the new ERP which enables management of operations, finance & accounts. The Finance division maintains, updates, consolidates and processes the financial & accounting data received from all its laboratories.

G   **Open Source Drug Discovery (OSDD)** – OSDD is a CSIR led team India Consortium with global partnership with a vision to provide affordable healthcare to the developing world by providing a global platform where the best minds can collaborate & collectively endeavor to solve the complex problems associated with discovering novel therapies for neglected tropical diseases like Malaria, Tuberculosis, Leshmaniasis, etc. OSDD is a translational platform for drug discovery, bringing together informaticians, wet lab scientists, contract research organizations, clinicians, hospitals and others who are willing to adhere to the affordable healthcare philosophy.

H.   **International S&T Affairs Division (ISTAD)**- has a mandate of identifying, facilitating and promoting international co-operation between India and other countries in the areas of Science & Technology.

J.   **Unit for Science Dissemination (USD)**- is responsible for dissemination of information on CSIR activities/achievements to a large number of CSIR stakeholders using different communication channels with the overall objective of furthering public image of CSIR. Some important communication channels being currently used are: print media, electronic and digital media, interactive media, as also direct mailers and presentations to the target audience.

The details of posts to be filled up are as follows:

Name of the post and No. of vacancies	Post codes and reservation status	Pay Band	Grade Pay	Total Emoluments (Approx.)	Upper Age Limit (as on15.07.2013)
Senior Technical Officer (2), Gr.III(5) **04 posts**	Post Code: B1-TKDL (UR) Post Code: E1-ITD (UR) Post Code: F1-OMPFA (UR) Post Code: G1-OSDD (UR)	₹15600-39100 (PB-3)	₹6600/-	₹58995/-	40 years
Senior Technical Officer (1), Gr.III(4) **04 posts**	Post Code: D1-HRDG 02 posts (1UR, 1OBC) Post Code: D2-HRDG (SC) Post Code: D3-HRDG (UR)	₹15600-39100 (PB-3)	₹5400/-	₹49860/-	35 years
Technical Assistant, Gr.III(2) **21 posts**	Post Code: A1-IPU 03 posts (1UR, 1OBC, 1SC) Post Code: C1-PPD 03 posts (2UR, 1OBC) Post Code: C2-LIB 02 Posts (1UR, 1SC) Post Code: D4-HRDG 04 posts (1UR, 1OBC, 1SC, 1ST) Post Code: D5-HRDG (ST) Post Code: D6-HRDG (UR) Post Code: G2- OSDD 02 posts (1UR, 1OBC) Post Code: H1-ISTAD 03 posts (2UR, 1SC) Post Code: J1- USD (OBC) Post Code: J2-USD (UR)	₹9300-34800 (PB-2)	₹4200/-	₹31230/-	28 years
Senior Technician (2), Gr.II(4) **02 posts**	Post Code: F2-OMPFA 02 posts (UR)	₹9300-34800 (PB-2)	₹4600/-	₹38874/-	35 years
Senior Technician (1), Gr.II(3) **02 posts**	Post Code: F3-OMPFA 02 posts (1UR, 1OBC)	₹9300-34800 (PB-2)	₹4200/-	₹31230/-	30 years

UR: Unreserved; SC: Scheduled Caste; OBC: Other Backward Class.

Out of the 02 posts of Post Code: C2-LIB (1UR, 1SC), 01 post is reserved for Orthopaedically Handicapped

Note:Total Emoluments means approximate total emoluments on minimum of scale including House Rent Allowance, Transport Allowance etc. in Delhi.

The details of posts to be filled up are as follows:-

A). For Innovation Protection Unit (IPU)

Technical Assistant: 03 posts(1UR,1OBC, 1SC)
Post Code: A1- IPU

Pay Band ₹9300-34800 (PB-2) Plus Grade Pay of ₹4200/-

Essential Qualification and Experience	1st Class B.Sc (Science) with one year full time professional qualification in Computer Science from a recognised Institute/Organisation
Desirable qualification and experience	At least one year experience in software development including handling of DBMS like SQL, MS SQL, and programming languages like Visual Basic, PHP, ASP, etc. along with some experience in securing IP protection and handling of IP related matters, good analytical, comprehension and writing skills.
Job requirement	Administration of internal databases relating to patent processing and monitoring systems etc.
Upper age limit	28 years

B). For Traditional Knowledge Digital Library (TKDL)

Senior Technical Officer(2): 01 post (UR)
Post Code: B1-TKDL

Pay Band ₹15600-39100 (PB-3) Plus Grade Pay of ₹6600/-

Essential Qualification and Experience	B.E/B.Tech in Information Technology/ Computer Science or equivalent with at least 55% marks in aggregate with 5 years relevant experience.
Desirable qualification and experience	Software Development skill including handling of DBMS like SQL, MS SQL, and programming languages like NET/PHP/ASP etc., and good analytical, comprehension and writing skills.
Job requirement	Software development, design and administration of internal database and IT bases assignments pertaining to TKDL
Upper age limit	40 years

C). For Planning & Performance Division (PPD)

Technical Assistant: 03 posts (2UR, 1OBC)
Post Code: C1-PPD

Pay Band ₹9300-34800 (PB-2) Plus Grade Pay of ₹4200/-

Essential Qualification and Experience	1st Class B.Sc.(Sc.) with one year full-time postgraduate diploma in computer application from a recognised Institute/Organisation
Desirable qualification and experience	The candidate should have fair knowledge of Scientific documentation and proficiency in using software tools for data analysis, etc.
Job requirement	To assist scientists in preparing scientific and technical reports and data analysis etc..
Upper age limit	28 years

Technical Assistant: 02 posts (1UR, 1SC)
Post Code: C2-LIB

Essential Qualification and Experience	1st class B.Sc(Sc.) with B.Lib Sc.
Desirable qualification and experience	At least 01 year working experience in a Library/Documentation Centre of research or academic organization; knowledge of computer with any Library management automation software system.
Job requirement	To manage various activities pertaining to library management such as cataloguing, classification, physical processing etc.
Upper age limit	28 years

D).   For Human Resource Development Group(HRDG)

Senior Technical Officer(1):   02 posts(1UR, 1OBC)
Post Code: D-HRDG

Pay Band ₹15600-39100 (PB-3) Plus Grade Pay of ₹5400/-

Essential Qualification and Experience	B.E/B.Tech/ M.Sc in Bio-Technology with 55% marks and having two years relevant research experience.
Desirable qualification and experience	The candidate should have fair knowledge of Scientific documentation and proficiency in using software tools for data analysis, etc.
Job requirement	Assist in processing of the applications for Extramural Research Schemes, Research Fellowships/ Associateships, Travel/Symposia Grants and Nominations for awards, etc. and to prepare reports.
Upper age limit	35 years

Senior Technical Officer(1): 01 post (SC)
Post Code: D2-HRDG

Pay Band ₹15600-39100 (PB-3) Plus Grade Pay of ₹5400/-

Essential Qualification and Experience	MCA with 55% marks after 1st Class B.Sc./BCA with two years experience in software development or B.E/B.Tech. in Computer Science/Information Technology with two years experience in software development
Desirable qualification and experience	Experience in development of web based applications and sound knowledge of programming Languages like C,C++, C#, .net, etc. and RDBMS like SQL Server, MySQL, etc
Job requirement	To work on development of web based applications and maintenance of IT infrastructure.
Upper age limit	35 years

Senior Technical Officer(1): 01 post (UR)
Post Code: D3-HRDG

Pay Band ₹15600-39100 (PB-3) Plus Grade Pay of ₹5400/-

Essential Qualification and Experience	MCA with 55% marks after 1st Class B.Sc./BCA with two years experience in software development and database management or B.E/B.Tech. in Computer Science with two years experience in software development and database management.
Desirable qualification and experience	Experience with application development in Core Java, Servlets, JSP, JDBC, EJB, Javascript, RDBMS, HTML/DHTML
Job requirement	To work on development of web based applications, office automation system and maintenance of S&T databases
Upper age limit	35 years

Technical Assistant: 04 Posts (1UR,1OBC,1ST,1SC)
Post Code: D4-HRDG

Pay Band ₹9300-34800 (PB-2) Plus Grade Pay of ₹4200/-

Essential Qualification and Experience	1st Class B.Sc.(Sc.) with one year full-time postgraduate diploma in computer application from a recognised Institute/Organisation
Desirable qualification and experience	At least one year experience in database management.
Job requirement	To assist the scientists in preparing scientific and technical reports and data analysis
Upper age limit	28 years

Technical Assistant: 01 post (ST)
Post Code: D5-HRDG

Pay Band ₹9300-34800 (PB-2) Plus Grade Pay of ₹4200/-

Essential Qualification and Experience	1st Class B.Sc. with one year full-time postgraduate diploma in computer application from a recognised Institute/Organisation

Desirable qualification and experience	At least one year experience in Desk Top Publishing (DTP) work
Job requirement	To assist the Scientists/officials in Desk Top Publishing (DTP) related jobs
Upper age limit	28 years

Technical Assistant: 01 post (UR)
Post Code: D6-HRDG
Pay Band ₹9300-34800 (PB-2) Plus Grade Pay of ₹4200/-

Essential Qualification and Experience	1st Class B.Sc. with B.Lib (Sc.)
Desirable qualification and experience	The candidate should be proficient in computer usage and should have knowledge of software used in library management.
Job requirement	To manage various activities pertaining to library management such as cataloguing, classification, physical processing etc.
Upper age limit	28 years

E).   For Information Technology Division (ITD)
Senior Technical Officer(2): 01 post (UR)
Post Code: E1-ITD
Pay Band ₹15600-39100 (PB-3) Plus Grade Pay of ₹6600/-

Essential Qualification and Experience	MCA with 55% marks after 1st class B.Sc/BCA with 3 years relevant experience or B.E./B.Tech with specialization in Information Technology / Computer Science or equivalent with 55% marks and having 5 years relevant experience
Desirable qualification and experience	Adequate knowledge in the Server Hardware and Software Management functions and effectively foresee problems that can occur in the services that are configured in the server, and also ensure system software configurations fixes that can remedy the problems as and when they occur; experience and confidence to rectify problems due to overloading and choking in Mail Systems; competence to upgrade the network, proactively configure to the future technologies, introduce new services, establish communication links across multiple domains and analyze system logs; Knowledge in troubleshooting network devices such as routers, switches, firewall and spam filters.
Job requirement	Information and Communication Technology (ICT) Services Management, Mail and Web Services Management and Network administration.
Upper age limit	40 years

F).   Operations Management & Project Finance & Accounting (OMPFA)
Senior Technical Officer(2): 01 post (UR)
Post Code: F1-OMPFA
Pay Band ₹15600-39100 (PB-3) Plus Grade Pay of ₹6600/-

Essential Qualification and Experience	MCA with 55% marks after 1st class B.Sc/BCA with 3 years relevant experience or B.E./B.Tech with specialization in Information Technology / Computer Science or equivalent with 55% marks recognized with 5 years relevant experience.
Desirable qualification and experience	Proven capability of handling and processing of large databases and also having experience of developing and implementing web based software in asp.net
Job requirement	Manage, update & support financial and accounting data through ERP – Financial accounting Package and facilitate integration of the financial data maintained by CSIR since 1994; develop add on modules to facilitate provision of adhoc MIS reports required at various levels; analyze the data through standard statistical packages like SPSS, Systat etc.
Upper age limit	40 years

Senior Technician(2): 02 posts (UR)
Post Code: F2-OMPFA
Pay Band ₹9300-34800 (PB-2) (PB-2) Plus Grade Pay of ₹4600/-

Essential Qualification and Experience	SSC/10th standard with 50% marks in the aggregate and ITI Certificate of 2 yrs duration in Information Technology with twelve years experience or SSSC/HSC/12th with Mathematics as a subject and a minimum of 60% marks in aggregate with twelve years experience

Desirable qualification and experience	Experience in processing and analysis of accounting/financial data on computer; exposure to development of web based applications and analytical reports.
Job requirement	Assist in updating maintenance, processing & analysis of financial and accounting data through IMPACT/ ERP – Financial accounting package and integration of existing IMPACT data being maintained since 1994.
Upper age limit	35 years

Senior Technician(1): 02 posts (1UR, 1OBC)
Post Code: F3-OMPFA
Pay Band ₹9300-34800 (PB-2) Plus Grade Pay of ₹4200/

Essential Qualification and Experience	SSC/10th standard with 50% marks in the aggregate and ITI Certificate of 2 yrs duration in Information Technology with nine years experience or SSSC/HSC/12th with Mathematics as a subject and a minimum of 60% marks in aggregate with nine years experience
Desirable qualification and experience	Experience in processing and analysis of accounting/financial data on computer; exposure to development of web based applications and analytical reports.
Job requirement	Assist in updating maintenance, processing & analysis of financial and accounting data through IMPACT/ ERP – Financial accounting package and integration of existing IMPACT data being maintained since 1994.
Upper age limit	30 years

G). For Open Source Drug Discovery (OSDD)

Senior Technical Officer (2): 01 post (UR)
Post Code: G1-OSDD
Pay Band ₹15600-39100 (PB-3) Plus Grade Pay of ₹6600/-

Essential Qualification and Experience	B.E./B.Tech/M.Sc in Information Technology/Computer Science with 55% marks and having 5 years relevant experience **or** MCA with 55% marks after 1st Class B.Sc./BCA and having 3 years relevant experience
Desirable qualification and experience	Experience in developing and managing collaborative portal for scientific research
Job requirement	Design & development of website/software applications and IT based assignments pertaining to Director General's Technical Cell/OSDD
Upper age limit	40 years

Technical Assistant: 02 Posts (1UR, 1OBC)
Post Code: G2-OSDD
Pay Band ₹9300-34800 (PB-2) Plus Grade Pay of ₹4200/-

Essential Qualification and Experience	1st Class B.Sc (Science) with one year full time professional qualification in Computer Science from a recognized Institute/Organization
Desirable qualification and experience	Expertise in System Administration of Open Source Application.
Job requirement	System administration of Open Source Application and IT based assignments pertaining to Director General's Technical Cell/OSDD
Upper age limit	28 years

H). For International S&T Affairs Division (ISTAD)

Technical Assistant: 03 Posts (2UR, 1SC)
Post Code: H1-ISTAD
Pay Band ₹9300-34800 (PB-2) Plus Grade Pay of ₹4200/-

Essential Qualification and Experience	1st Class B.Sc (Science) with 1 year full time professional qualification in Computer Science from a recognized institute/organization
Desirable qualification and experience	1) At least one year experience of working in or handling projects with international funding .

	(2) Knowledge of foreign language (besides English)
Job requirement	Assist scientists in building and fortifying S&T linkages/collaboration between CSIR and all its major overseas Science and Technology partners to develop synergies and leverage CSIR's capabilities in core areas of Science and Technology.
Upper age limit	28 years

J).   For Unit for Science Dissemination (USD)

Technical Assistant: 01 Post (UR)
Post Codes: J1-USD

Pay Band ₹9300-34800 (PB-2) Plus Grade Pay of ₹4200/-

Essential Qualification and Experience	10+2 in Science subjects followed by 1st Class diploma in Electronics or Production Engg./Tech. of 3 years full time duration (2/2.5 years full time duration in cases of lateral admission after 10+2 if applicable).
Desirable qualification and experience	Experience in production work.
Job requirement	Creation of professional presentations using modern hardware/software; integrating the presentations with the audio-visuals; editing of audio-visuals for use in different forums; assisting in information processing activities of the Unit; maintenance of hardware/software.
Upper age limit	28 years

Technical Assistant: 01 Post (OBC)
Post Codes: J2-USD

Pay Band ₹9300-34800 (PB-2) Plus Grade Pay of ₹4200/-

Essential Qualification and Experience	10+2 in Science subjects followed by 1st Class diploma in Engg./Tech. of 3 years full time duration (2/2.5 years full time duration in cases of lateral admission after 10+2 if applicable).
Desirable qualification and experience	Experience in commercial designs using modern designing software.
Job requirement	Creation of creatives/designs with professional outlook using relevant modern hardware/software for use in pamphlets, brochures, reports and other publicity material including advertisements and information panels; coordination with professional agencies and handling editorial changes in the designs; assisting in information dissemination activities of the Unit; maintenance of information resources of the Unit.
Upper age limit	28 years

Benefits under Council service:

1. 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 stationed in Delhi and as made applicable to CSIR.

2. In addition to the emoluments indicated against each category of posts, benefits such as reimbursement of medical expenses, leave travel concession, conveyance advance and house building advance etc. are available as per rules of GOI/CSIR.

3. CSIR provides excellent opportunities to deserving candidates for career advancement under assessment promotion scheme for technical staff.

Relaxations:

1. The date for determining age limit/experience/qualifications shall be the closing date prescribed for receipt of online application i.e, **15.07.2013**.

2. Relaxation in age limit upto 05 years is allowed in cases of Council/Govt./Autonomous Bodies/PSU employees in accordance with the instructions and orders issued by the Government of India from time to time.

3. Upper age limit is relaxable upto 5 years for SC/ST and upto 03 years for OBC candidates only in respect of those posts which are reserved for the respective categories.

4. Reserved category candidates should produce the requisite certificate in the prescribed format issued by appropriate competent authority at the time of interview. OBC candidates should produce the certificate valid for appointment to posts under the Central Government.

5. Relaxation in upper age limit for physically handicapped, ex-servicemen and certain other categories will be as per rules.

6. Relaxation in age limit, qualification and/or experience can be considered in case of exceptionally meritorious candidates would be allowed with the prior approval of DG,CSIR.

7. Relaxation in upper age limit by 5 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.

General conditions/information:

1. The qualifications prescribed should have been obtained from recognized Universities/ Institutions.

2. Candidates should ensure that he/she possesses the required educational qualification/ experience in the relevant area on the last date of receipt of applications.

3. The number of vacancies is provisional and may vary.

4. The selected candidates will be governed by the provisions of the New Pension Scheme as introduced by the GOI and as adopted by CSIR.

5. The period of experience in a discipline/area of work, wherever prescribed, shall be counted after the date of acquiring the minimum educational qualification prescribed for that post.

6. Candidate should clearly indicate in his/her application form the post code for which he/she wants to be considered.

7. Wherever grades are awarded by Universities/Institutes in CGPA/SGPA/OGPA etc. system, candidates are requested to convert the same into percentage based on the formula adopted by the University/Institute and mention the percentage at the appropriate column in the application form.

8. Candidates already employed in Government/ Autonomous organizations/ PSUs/ Government funded research agencies, if selected, can be considered for appointment on foreign service terms as per CSIR rules.

9. Outstation candidates called for interview will be paid to and fro single second class Rail fare/ordinary bus fare from the place of their residence or that declared in the application or from the actual place of undertaking the journey in India, whichever is nearer to the place of the interview, as per rules.

10. Canvassing in any form and/or bringing in any influence political or otherwise will be treated as a disqualification for the post.

11. The decision of the Director General, CSIR in all matters relating to eligibility, acceptance or rejection of applications, mode of selection, conduct of test/interview and whether or not to fill up all or any of the posts, will be final and binding on the candidates and no enquiry or correspondence in this connection from any individual will be entertained.

Mode of Selection:

1. The prescribed Essential Qualifications are a bare minimum and mere possession of the same will not entitle the candidates to be called for interview. The Screening Committee will adopt its own criteria to shortlist the candidates for interview/test. The candidates should, therefore, furnish in the relevant field/column all the qualifications and experience that they have acquired over and above the minimum prescribed qualifications.

2. Higher initial pay could be considered for exceptionally meritorious candidates.

3. In case a candidate is staying abroad, his/her candidature may be considered *in absentia* by the Selection Committee on his/her written request.

How to apply:

1. Eligible candidates are required to apply **Online** through CSIR website http://www.csir.res.in ; no other form of application will be accepted.

2. Online application will be available on CSIR website upto **15.07.2013.**

3. Candidates should keep a print-out of the online application for their record.

4. This duly signed print-out of the computer generated application form (hard copy) accompanied by DD for ₹500/- drawn on **State Bank of India** in favour of '**Joint Secretary (Admn.) CSIR, New Delhi'** along with self- attested copies of certificates, mark-sheets, testimonials in support of age, educational qualifications, experience and caste certificate, if applicable, should be sent in an envelope superscribed "Application for the post of _____ Post code_____" by post so as to reach **The Joint Secretary, Council of Scientific & Industrial Research, Anusandhan Bhawan, 2, Rafi Marg, New Delhi- 110001** within a week from the last date of online application.

5. No application fee for Women/SC/ST/PH and CSIR candidates.

6. Candidates applying for more than one post code should submit separate online applications.

7. Applications from candidates working in Government Departments, autonomous bodies, Public Sector Undertakings and Government Funded Research Agencies will be considered only if the print out of online application is forwarded through proper channel with a clear certificate from the employer that the applicant will be relieved of his/her duties within one month of receipt of appointment order, if selected for the post applied for. However, advance copy of the application may be submitted before the closing date.

8. Applications incomplete in any respect (i.e unsigned, without photograph, without the required documents/certificates etc.) will be summarily rejected.