

वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद
COUNCIL OF SCIENTIFIC & INDUSTRIAL RESEARCH
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Anusandhan Bhawan, 2, Rafi Marg, New Delhi-10001



No. 5-1(151)/2012-PD

Date: 02.07.2013

From

संयुक्त सचिव (प्रशासन)
Joint Secretary (Admn.)

To,

The Directors/Heads of all
National Labs./Instts. of CSIR

Sub: Recruitment Rules for Multi-Tasking Staff (erstwhile Group 'D' Non Technical
i.e. Group C Non-Technical under 6th CPC)-reg.

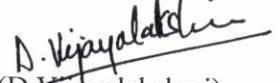
Sir,

The Governing Body, CSIR in its 182nd meeting held on 6th February, 2013 has approved the Recruitment Rules for Multi-Tasking Staff (erstwhile Group 'D' Non Technical) i.e. Group C Non-Technical Staff as at **Annexure-I**. However, recruitment to the post of Multi -Tasking Staff should be done in exceptional circumstances and with the prior-approval of DG, CSIR.

It is requested that the above decision may kindly be brought to the notice of all concerned for their information, guidance and necessary action.

Hindi version will follow.

Yours faithfully


(D. Vijayalakshmi)
Deputy Secretary

Encl As above.

Copy to:

1. Head, IT Division with the request to make this circular available on the website & Policy Repository.
2. Office copy

MULTI-TASKING STAFF

| | | | | | | | | |
|----|---|---|----|--|----|---|----|---|
| 1 | Name of the Post | Multi-Tasking Staff # | | | | | | |
| 2 | Classification | Non-Tech Group 'C' | | | | | | |
| 3 | Pay Band and Grade Pay | PB-1, Rs. 5200-20200 + Grade Pay Rs. 1800 | | | | | | |
| 4 | Age-limit | 18-25 years, relaxation in age-limit to be provided for the Scheduled Castes, the Scheduled Tribes, Ex-Servicemen, Other Backward Classes and other special categories of persons in accordance with the orders issued by the Central Government from time to time. Note- The crucial date for determining the age-limit and other eligibility criteria shall be the last date of receipt of the application. | | | | | | |
| 5 | Educational and other qualifications required | Matriculation or equivalent pass. OR ITI pass * * May be adopted as per special requirements of the post, if any. | | | | | | |
| 6 | Desirable qualification | Intermediate (12 th class) pass. | | | | | | |
| 7 | Period of Probation | Two years. | | | | | | |
| 8 | Method of Recruitment | Direct Recruitment | | | | | | |
| 9. | Constitution of Selection Committee | <table><tr><td>1.</td><td>Director or his nominee in Labs./Instts. or JS(A) or his nominee in CSIR Hqrs.....Chairman</td></tr><tr><td>2.</td><td>Three Officers from amongst the following officers...Members a). Sr Deputy Secretary/ Sr. Controller of Administration/ Deputy Secretary/ Controller of Administration / Under Secretary/ Administrative officer b).Deputy Secretary/ Under Secretary from CSIR Hqrs./ Lab/Instt. c). Deputy Financial Adviser / Finance & Accounts officer.</td></tr><tr><td>3.</td><td>Representative of SC / ST as per rules.....Member</td></tr></table> | 1. | Director or his nominee in Labs./Instts. or JS(A) or his nominee in CSIR Hqrs.....Chairman | 2. | Three Officers from amongst the following officers...Members a). Sr Deputy Secretary/ Sr. Controller of Administration/ Deputy Secretary/ Controller of Administration / Under Secretary/ Administrative officer b).Deputy Secretary/ Under Secretary from CSIR Hqrs./ Lab/Instt. c). Deputy Financial Adviser / Finance & Accounts officer. | 3. | Representative of SC / ST as per rules.....Member |
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| 3. | Representative of SC / ST as per rules.....Member | | | | | | | |

Erstwhile Non-Tech Group D

Note: Recruitment to the post of Multi-Tasking Staff should be done in exceptional circumstances and with the prior approval of DG, CSIR.