

**COUNCIL OF SCIENTIFIC AND INDUSTRIAL RESEARCH**  
**ANUSANDHAN BHAVAN, 2 RAJ MARG, NEW DELHI-1**

**ADVERTISEMENT No.CO/03/2013**

Applications are invited for filling up one post of Security Officer in this Office as per details given below:-

**POST: Security Officer - 1 Post (Unreserved)**

**Pay Scale:** Rs.9300-34800 (PB-2) + Grade Pay Rs. 4600/- plus allowances as per central Government rules

**Essential Qualifications** : Ex-Servicemen - Short Service Commissioned Officer or Asstt. Commandant from CISF/CRPF/ BSF/ITBP etc. in the scale of 8000-13500 (pre-revised) with 05 years experience **OR**

JCO (Subedar or higher rank) or equivalent rank in other para- military forces with minimum of 10 years experience in security aspects,

**Job Requirement:** Will be responsible for overall supervision & maintenance of day-to-day security of the office premises, Guest Houses, Scientist Apartments etc. and handling other related tasks like intelligence, vigilance, fire fighting and safety standards of estate & buildings.

**Desirable:** Graduation with good verbal & written communication skill with knowledge of computers and modern fire fighting, security monitoring systems etc.

**Age Limit:** Not more than 35 years as on 30.09.2013

**GENERAL CONDITIONS**

1. The appointment will be in the Council of Scientific & Industrial Research (CSIR), New Delhi which is an Autonomous Body.
2. Only Indian Nationals need apply.
3. The position carry Pay and Allowances at Central Government rates as applicable to the employees of Council stationed in Delhi. In addition, other benefits such as Leave Travel Concession and reimbursement of medical expenses are also available as per rules.
4. All New Entrants will be governed by the "New Pension Scheme" based on defined Contributions for New entrants recruited in Central Government Services on or after 01.01.2004, as adopted by CSIR for its employees. However, persons selected from other Government Departments/ Autonomous Bodies /Public Sector Undertakings/ Central Universities working prior to 01.01.2004 and having Pension Scheme of GOI, will continue to be governed by the existing Pension Scheme i.e. CCS (Pension) Rules, 1972.

5. The date of determining the upper age limit/ qualification/experience shall be the closing date prescribed for receipt of applications. Relaxation of age in respect of Ex-Serviceman will be as per G.O.I orders.
6. Relaxation of 5 years in age will also be permissible to those who had ordinarily been domiciled in the Kashmir Division of the State of Jammu & Kashmir during the period from 01.01.1980 to 31.12.1989 subject to production of relevant certificate from concerned authority.
7. Those employed in Govt. Deptt./ PSUs /Autonomous Bodies should send their applications through proper channel.
8. Mere fulfillment of the minimum prescribed qualification and experience will not vest any right on a candidate for being called for interview.
9. Since it may not be possible to call all the candidates for interview, a duly constituted Screening committee shall screen the applications and if it feels necessary may arrange written tests for short- listing the candidates. The decision of CSIR in this regard will be final.
10. Incomplete, unsigned applications and those not accompanied with copies of certificates and application fee will be summarily rejected.
11. Canvassing in any form and/or/bringing in any influence political or otherwise will be treated as a disqualification for the post.

Interested candidates may download and apply in the attached Application Form. Application Form duly signed by the candidate with recent passport size photograph and attested photocopies of Matriculation/SSLC/Diploma/Degree Certificate(s) and Mark Sheets, SC/ST/OBC Certificate(s) and other testimonials in support of experience etc. along with application fee of Rs.500/- in the form of DD drawn in favour of **Joint Secretary, CSIR, New Delhi** (No application fee in case of SC/ST candidates) should be sent in an envelope superscribed "Application for the post of Security Officer" so as to reach office of The Joint Secretary(Admn.), Council of Scientific & Industrial Research, Anusandhan Bhavan, 2, Rafi Marg, New Delhi-110 001, **latest by 30.09.2013.**

**"INTERIM ENQUIRY WILL NOT BE ENTERTAINED"**

**COUNCIL OF SCIENTIFIC & INDUSTRIAL RESEARCH**  
**ANUSANDHAN BHAVAN, 2, RAFI MARG,**  
**NEW DELHI – 110 001.**

**APPLICATION FORM**

**IMPORTANT** : This application form duly completed in the candidate's own handwriting OR neatly typed must reach JOINT SECRETARY(ADMN.), COUNCIL OF SCIENTIFIC & INDUSTRIAL RESEARCH, ANUSANDHAN BHAVAN, RAFI MARG, NEW DELHI – 110 001 on or before 30.09.2013

1. Advertisement No. : CO/03/2013
2. Post : Security Officer (Unreserved)
3. Application Fee paid
- i) Rs. \_\_\_\_\_ DD No. \_\_\_\_\_ Dated \_\_\_\_\_
- ii) Name of the Bank \_\_\_\_\_
- Branch \_\_\_\_\_ City \_\_\_\_\_

Affix a  
signed copy  
of your recent  
passport size  
photograph

4. Name of the candidate ( in Block Letters )	
5. Sex (Male/Female)	
6. Father's Name	
7. Nationality (mention by birth/ domicile)	
8. Present Postal Address (for communication purpose)	Pin Code <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> Tel/Mobile No. _____, E-mail : _____
9. Permanent Address	Pin Code <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> Tel/Mobile No. _____, E-mail : _____

:- 2 :-

10. Date of Birth (As per Matriculation/ SSLC certificate)	<table style="width: 100%; border: none;"> <tr> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;"> </td> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;"> </td> <td style="width: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;"> </td> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;"> </td> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;"> </td> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;"> </td> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;"> </td> </tr> <tr> <td style="text-align: center;">DAY</td> <td style="text-align: center;">MONTH</td> <td></td> <td style="text-align: center;">YEAR</td> <td></td> <td></td> <td></td> <td></td> </tr> </table>									DAY	MONTH		YEAR				
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11. Age (As on closing date of Application)	<table style="width: 100%; border: none;"> <tr> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;"> </td> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;"> </td> <td style="width: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;"> </td> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;"> </td> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;"> </td> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;"> </td> </tr> <tr> <td style="text-align: center;">YEARS</td> <td></td> <td></td> <td style="text-align: center;">MONTHS</td> <td></td> <td style="text-align: center;">DAYS</td> <td></td> </tr> </table>								YEARS			MONTHS		DAYS			
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12. Category (Tick whichever is applicable & also attach copy of the certificate except for UR)	<table style="width: 100%; border: none;"> <tr> <td style="border: 1px solid black; width: 40px; height: 20px; text-align: center;"> </td> <td style="border: 1px solid black; width: 40px; height: 20px; text-align: center;"> </td> <td style="border: 1px solid black; width: 40px; height: 20px; text-align: center;"> </td> <td style="border: 1px solid black; width: 40px; height: 20px; text-align: center;"> </td> <td style="border: 1px solid black; width: 40px; height: 20px; text-align: center;"> </td> </tr> <tr> <td style="text-align: center;">SC</td> <td style="text-align: center;">ST</td> <td style="text-align: center;">OBC</td> <td style="text-align: center;">UR</td> <td style="text-align: center;">EX-SERVICEMEN</td> </tr> </table>						SC	ST	OBC	UR	EX-SERVICEMEN						
SC	ST	OBC	UR	EX-SERVICEMEN													
13. Recognized educational/professional qualification etc., commencing from SSC/10 <sup>th</sup> Std. onwards (Enclose documentary proof)																	
Examination Passed	Year of passing	Marks obtained	Aggregate %age	Class/Grade obtained	Duration of Degree/ Diploma	Board/ University/ Instt.											
14. Experience :																	
Period		Name of Organization* & Place	Designation/ Post Held	Gross Pay Drawn Rs.	Permanent/ Temporary Post												
From	To																

Note : \* Please indicate whether the Organization belongs to Govt./PSU or Pvt. Also enclose copies of certificates/ testimonials etc. in support of proof of experience.

15. Any other details :

: - 3 :

16. Are you willing to accept the minimum initial pay of the scale? If not, state what is the lowest initial pay that you would accept in the prescribed pay scale. :

17. Particulars of close relatives working in CSIR, if any

Name	:
Designation	:
Division	:
Relationship	:

18. Are you under any bond/contractual obligation to serve Central/State Government/PSU/Autonomous or any other body/organization, YES  NO

19. Whether dismissed from service from any Institution/Office or debarred by the Public Service Commission, YES  NO  if yes, give details

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20. ENCLOSURES : (Please tick the appropriate box and arrange the enclosures as per the serial number) NOTE : Enclose only Xerox copies.

- |  |                          |   |                          |
|--|--------------------------|---|--------------------------|
| 1. DD for Rs.500/-                                       | <input type="checkbox"/> | 6. Community Certificate                      | <input type="checkbox"/> |
| 2. SSLC/10 <sup>th</sup> Std. Certificate (Proof of DOB) | <input type="checkbox"/> | 7. Knowledge of Computer Applications         | <input type="checkbox"/> |
| 3. 12 <sup>th</sup> Std. Certificate                     | <input type="checkbox"/> | 8. Experience Certificate                     | <input type="checkbox"/> |
| 4. Degree/Diploma  | <input type="checkbox"/> | 9. Others                                     | <input type="checkbox"/> |
| 5. Degree/Diploma Marks sheets (All semesters/Years)     | <input type="checkbox"/> | 10. Proof/Certificate regarding ex-serviceman | <input type="checkbox"/> |

**DECLARATION**

I .....hereby declare that the information given above are true, complete and correct to the best of my knowledge and belief and in the event of any of the information being found false or incorrect or any ineligibility being detected at any time my candidature is liable to be cancelled and action initiated against me.

Place : \_\_\_\_\_

Date : \_\_\_\_\_

\_\_\_\_\_  
(Signature of the candidate)

**FOR USE OF DEPARTMENT/OFFICE IN WHICH THE  
INDIVIDUAL IS PRESENTLY EMPLOYED**

No. \_\_\_\_\_

Place : \_\_\_\_\_

Date : \_\_\_\_\_

We have no objection and that the individual will be relieved within one month on his/her selection.

Signature \_\_\_\_\_ :

Name \_\_\_\_\_ :

Designation : \_\_\_\_\_

( With Office Seal)