



CSIR-Indian Institute of Chemical Technology
Uppal Road, Tarnaka, Hyderabad - 500 007
Telangana State, India

Advertisement No. 02/2018 Dated 09-11-2018

Date of commencement of online applications : 09-11-2018
Last date for receipt of online applications : 08-12-2018
Last date for receipt of hard copy applications : 23-12-2018

Government strives to have a workforce which reflects gender balance and Women candidates are encouraged to apply

CSIR-Indian Institute of Chemical Technology, Hyderabad (CSIR-IICT) is a Premier Research Institute under the aegis of Council of Scientific & Industrial Research (CSIR), an autonomous body under Ministry of Science & Technology, Government of India. CSIR-IICT is a multi-disciplinary Institute with proven strengths in Organic Chemistry (drugs, agrochemicals and industrial organics), Inorganic & Physical Chemistry including Catalysis, Lipid Science & Technology, Organic Coatings & Polymers, Chemical Biology, Chemical Engineering and Design Engineering.

CSIR-IICT invites **ONLINE APPLICATIONS** from enthusiastic, young and dynamic Indian Nationals for the following posts, as per details given below:

Designation	No. of posts & Reservations	Pay Matrix (7th CPC)	#Total Emoluments (approx.)	*Upper age Limit not exceeding as on 08-12-2018
TECHNICIAN (1) [Group II(1)]	Thirty Two (32) posts [UR-16; SC-04; ST-01, OBC-11]	Level - 2	Rs. 29,871/- p.m.	28 years

#Total Emoluments means approximate total emoluments on minimum pay of the level including House Rent Allowance in Class 'X' City.

*Please see age relaxation under Age Limit & Relaxations (Sl.No.3 of General Information & Conditions).

Sd/-
Controller of Administration

Name of the Post / Pay Matrix : TECHNICIAN (1) [Group II(1)] / Level - 2

Post Code	Trade/No. of Posts/ Reservation/Age limit not exceeding	Essential Educational Qualifications & Experience	Job Requirement
ELEC01	ELECTRICAL 06 posts [UR-03; SC-01; OBC-02] 28 years*	SSC/10th Standard with Science subjects with 55% marks plus ITI certificate or National / State trade certificate or 2 years full time experience as an apprentice training from a recognized institution in Electrical Trade. Desirable: Proficiency in the respective trade. Ability to read and implement engineering drawings. Hands on experience in the operation, repairs and maintenance of all electrical systems, in-house HT sub-stations, power panels, electricity generators, PLC systems. Wiring and cabling of HT and LT power supply. Knowledge of inventory of all relevant accessories / materials.	1. The incumbent is required to assist the head of the department and to carry out repairs and day to day maintenance of all electrical installations and their accessories at various buildings, laboratories, pilot-plants, workshop, guest-houses and staff quarters of the institute, wherever they are located. 2. Operation, repair and maintenance of in-house electrical substations and associated power distribution panels, switch gears, lifts and DG sets. 3. If necessary, the incumbent should carry out all the maintenance works of the institute and staff-quarters, even at odd hours and on emergency calls.
MFIT02	MECHANICAL-FITTER 09 posts [UR-04; ST-01; OBC-04] 28 years*	SSC/10th Standard with Science subjects with 55% marks plus ITI certificate or National / State trade certificate or 2 years full time experience as an apprentice training from a recognized institution in Fitter Trade. Desirable: Proficiency in the respective trade. Ability to read and implement engineering drawings. Hands on experience in Fabrication and assembly of laboratory equipments, pilot /upscale/ chemical process development	1. The incumbent is required to assist the head of the department and to carry out Fitting and Bench works. 2. To undertake the repair and maintenance works at workshop as well as at different sites of the institute. 3. If necessary, the incumbent should carry out all the maintenance works of the institute and staff-quarters, even at odd hours and on emergency calls.

		plants. Fabrication and fitting of vacuum and gas lines. Knowledge of inventory of all relevant accessories / materials.	
CPLU03	CIVIL-PLUMBER 02 posts [UR-1; SC-1] 28 years*	SSC/10th Standard with Science subjects with 55% marks plus ITI certificate or National / State trade certificate or 2 years full time experience as an apprentice training from a recognized institution in Plumber Trade. Desirable: Proficiency in the respective trade. Ability to read and implement engineering drawings. Hands on experience in the relevant area. Knowledge of inventory of all Plumbing related accessories and materials.	1. The incumbent is required to assist the head of the department and carry out repairs and day to day maintenance of all water supply, drainage and sewage lines and all plumbing related works at various buildings, laboratories, pilot-plants, workshop, guest-houses and staff quarters of the institute, wherever they are located. 2. If necessary, the incumbent should carry out all the maintenance works of the institute and staff-quarters, even at odd hours and on emergency calls.
CMAS04	CIVIL-MASON 02 posts [UR-1; SC-1] 28 years*	SSC/10th Standard with Science subjects with 55% marks plus ITI certificate or National / State trade certificate or 2 years full time experience as an apprentice training from a recognized institution in Mason Trade. Desirable: Proficiency in the respective trade. Ability to read and implement engineering drawings. Hands on experience in the relevant area. Knowledge of inventory of all Mason related accessories and materials.	1. The incumbent is required to assist the head of the department and carry out repairs and day to day maintenance of all civil /mason related works pertaining water supply, drainage and sewage lines at various buildings, laboratories, pilot-plants, workshop, guest-houses, roads and staff quarters of the institute, wherever they are located. 2. If necessary, the incumbent should carry out all the maintenance works of the institute and staff-quarters, even at odd hours and on emergency calls.

CCAR05	<p>CIVIL-CARPENTER</p> <p>01 post</p> <p>[UR]</p> <p>28 years*</p>	<p>SSC/10th Standard with Science subjects with 55% marks plus ITI certificate or National / State trade certificate or 2 years full time experience as an apprentice training from a recognized institution in Carpenter Trade.</p> <p>Desirable: Proficiency in the respective trade. Ability to read and implement engineering drawings. Hands on experience in the relevant area. Knowledge of inventory of all Carpentry related accessories and materials.</p>	<ol style="list-style-type: none"> 1. The incumbent is required to carry out fabrication, repairing and maintenance of wooden/Aluminium/ glazing work for wooden joinery, fittings and furniture , at various buildings, laboratories, pilot-plants, workshop, guest-houses and staff quarters of the institute, wherever they are located. 2. The incumbent is required to carry out glass cutting, fixing of glass on frames, etc. 3. If necessary, the incumbent should carry out all the maintenance works of the institute and staff-quarters, even at odd hours and on emergency calls.
ELIN06	<p>ELECTRONICS/ INSTRUMENTATION</p> <p>12 posts</p> <p>[UR-06; SC-01; OBC-05]</p> <p>28 years*</p>	<p>SSC/10th Standard with Science subjects with 55% marks plus ITI certificate or National / State trade certificate or 2 years full time experience as an apprentice training from a recognized institution in Electronics/ Instrumentation Trade.</p> <p>Desirable: Proficiency in the respective trade. Ability to read electronic circuits drawings. Hands on experience in testing, trouble shooting and repairs of electronic boards, power supplies and maintenance/repair of scientific equipment. Expertise in handling RF electronics, digital and analog circuits and operation of oscilloscopes. Proficiency in latest computer languages and operating systems is an added advantage.</p>	<ol style="list-style-type: none"> 1. The incumbent is required to assist the head of the department and to to carry out maintenance, trouble shooting and repairs of sophisticated analytical instruments, such as HPLC/LC-MS/SMB/ Polarimeter/IR/ XRD/NMR/ Bioreactors, etc., electronic accessories of chemical pilot plants. 2. If necessary, the incumbent should carry out all the maintenance works of the institute and staff-quarters, even at odd hours and on emergency calls.

ABBREVIATIONS : SC-Scheduled Caste; ST-Scheduled Tribe; OBC-Other Backward Class; UR-Unreserved.

***Please see for age relaxation in Age Limit & Relaxations (Sl.No. 3).**

General Information and Conditions:-

1. Benefits under Council service:

- a. 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 and as made applicable to CSIR. Council employees are eligible for accommodation of their entitled type as per CSIR allotment rules depending on availability. In case accommodation is allotted, HRA will not be admissible.
- b. In addition to the emoluments, benefits such as reimbursement of Medical Expenses, Leave Travel Concession and House Building Advance, etc., are applicable to CSIR employees from time to time.
- c. CSIR provides excellent opportunities to deserving candidates for career advancement under the Assessment Promotion Scheme subject to qualifying, as per rules.
- d. All New Entrants will be governed by the **“National Pension System”** based on defined Contributions for new entrants, as adopted by CSIR for its employees. However, persons selected from other Government Departments/Autonomous Bodies/Public Sector Undertakings/Central Universities joined before 01-01-2004 and having Pension Scheme on Govt. of India pattern will continue to be governed by the existing Pension Scheme i.e., CCS (Pension) Rules, 1972, as per rules.

2. Other conditions:

- a. The applicant must be a citizen of India.
- b. All applicants must fulfill the essential requirements of the post and other conditions stipulated in the advertisement as on last date of receipt of the hard copy of applications. They are advised to satisfy themselves before applying that they possess at least the essential qualifications laid down for the post as on last date of receipt of the applications. **Enquiries asking for advice as to eligibility will not be entertained.**

The prescribed essential qualifications are the minimum and the mere possession of the same does not entitle candidates to be called for trade test & written examination. The duly constituted Screening Committee will adopt its own criteria for short-listing the candidates, based on percentage of marks/academic achievements etc. or any other criteria. The candidates so shortlisted will be considered for trade test & written examination by the duly constituted Selection Committee to evaluate their suitability for the post on merit. The recommendations of the Selection Committee will be duly approved by the Competent Authority. The candidate should therefore, mention in the application all qualifications and experience in relevant area over and above the minimum prescribed qualification, supported with documents.

- c. The hard copy of the application should be accompanied by self attested copies of the relevant educational qualification, experience etc. The prescribed qualifications should have been obtained through recognized Universities / Institutions etc. Incomplete applications or applications without enclosures / documents received **are liable to be rejected.**
- d. In respect of equivalent clause in Essential Qualifications, if a candidate is claiming a particular qualification as equivalent qualification as per the requirement of advertisement, then the candidate is required to produce order/letter in this regard, indicating the Authority (with number and date) under which it has been so treated otherwise the application is liable to be rejected. The decision of the Director General, CSIR with regard to equivalence of qualification(s) and about recognition of Universities/Institutes shall be final and binding.
- e. The period of experience rendered by a candidate on part time basis, daily wages, visiting/ guest faculty will not be counted while calculating the valid experience for short listing the candidates for trade test & written examination.
- f. If any document/ certificate furnished is in a language other than Hindi or English, a transcript of the same duly attested by a Gazetted Officer or Notary is to be submitted.
- g. **The date for determining the upper age limit, qualifications and /or experience shall be the closing date of online application(s), i.e., 08-12-2018.**
- h. The period of experience shall be counted after the date of acquiring the minimum educational qualifications prescribed for.

- i. Persons with Disabilities (PwDs) fulfilling the eligibility conditions prescribed under GOI instructions are encouraged to apply. Relaxation in age limit shall be applicable irrespective of the fact whether the post is reserved for them or not, provided the post is identified suitable for the Persons with Disabilities.

Note: A candidate under the category PwD will be considered to be eligible for appointment only if he/she (after such physical examination as the appointing authority may prescribe) is found to satisfy the requirements of physical and medical standards for the above post.

- j. **No TA will be reimbursed for Trade Test/Written Examination.**

- k. Applications from employees of Government Departments will be considered only if forwarded through proper channel with a vigilance clearance certificate and a certificate from the employer that the applicant, if selected will be relieved within one month of the receipt of the appointment orders on immediate absorption basis. However, advance copy of the application may be submitted before the closing date. Applications routed through proper channel should reach the **Section Officer, Recruitment Section, CSIR-Indian Institute of Chemical Technology, Uppal Road, Tarnaka, Hyderabad-500 007** at the earliest.

- l. Any discrepancy found between the information given in application and as evident in original documents will make the candidate ineligible for appearing in trade test/written examination.

- m. CSIR-IICT reserves the right not to fill-up the post, if it so desires. The number of vacancies indicated above is provisional and may increase or decrease at the time of actual selection.

- n. The decision of the **Director, CSIR-IICT/CSIR** in all matters relating to eligibility, acceptance or rejection of applications, mode of selection, conduct of trade test/written examination will be final and binding on the candidates.

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

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

- q. Date of Trade Test/Written Examination or any other updates as the case may be will be displayed on CSIR-IICT website.

- r. **NO INTERIM ENQUIRY OR CORRESPONDENCE WILL BE ENTERTAINED.**

3. Age Limit and Relaxations :

- a. The upper age limit is 28 years for the post as on the last date for receipt of online application i.e., **08-12-2018**.
- b. The upper age limit is relaxable upto 05 years for SC/ST and 03 years for OBC as per Government orders in force **only in those cases where the posts are reserved for respective categories**, on production of relevant certificate in the prescribed format signed by the specified authority at the time of trade test / written examination. The OBC candidate should produce the non creamy layer (NCL) certificate in the prescribed format valid for appointment of posts under the Central Government.
- c. Upper age limit is relaxable upto five years for regular employees working in CSIR Laboratories / Institutes, Government Departments, Autonomous Bodies and Public Sector Undertakings in accordance with the instructions and orders issued by the Government of India from time to time in this regard.
- d. As per GOI provisions, age relaxation for Widows, Divorced Women and Women Judicially separated from Husbands, who are not remarried, the upper age limit is relaxable up to the age of 35 years (upto 40 years for members of Scheduled Castes/Scheduled Tribes and upto 38 years for members belonging to the Other Backward Classes in respect of the posts reserved for them). The persons claiming age relaxation under this sub-para would be required to produce following documentary evidence:
 - i) In case of Widow, Death Certificate of her husband together with the Affidavit that she has not remarried since.
 - ii) In case of divorced Women and Women judicially separated from their husbands, a certified copy of the judgment/decreed of the appropriate Court to prove the fact of divorce or the judicial separation, as the case may be, with an Affidavit in respect of divorced Women that they have not remarried since.
- e. **Age relaxation to Persons with Disabilities (PwDs)**: Age relaxation of 10 years (15 years for SC/ST and 13 years for OBC) in upper age limit shall be allowed to Persons with Disabilities (PwDs) subject to the condition that maximum age of the applicant on the crucial date shall not exceed 56 years. The persons claiming age relaxation under this sub-para would be required to produce a certificate in prescribed proforma in support of their claims clearly indicating that the degree of physical disability is 40% or more. In any case, the appointment of these

candidates will be subject to possessing **latest Disability Certificate issued by Medical Board duly constituted by Central or State Government as prescribed by Govt. of India.**

- f. Upper age limit will be relaxable to Ex-Servicemen as per rules of Govt. of India and as applicable to CSIR.
- g. Relaxation in age, over and above the stipulated limit, educational qualification and / or experience may be considered in case of exceptionally meritorious candidates or if sufficient number of candidates possessing the requisite qualification and/ or experience are not available to fill up the post with prior approval of Director General, CSIR.
- h. Relaxation of five 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.

4. Mode of Selection :

The eligible short-listed candidates will be invited for a trade test in the relevant trade. Those candidates who qualify the trade test will be invited for a competitive written examination consisting of :

Paper – I : Mental Ability Test which includes General Intelligence, Quantitative Aptitude, Reasoning, Problem Solving, Situational Judgement, etc.

Paper – II : General Awareness & English Language.

Paper – III : Concerned Subject.

The final merit list will be prepared based on the performance of the candidates in written examination. Details of the trade test & pattern of written examination will be notified subsequently on CSIR-IICT website.

5. How to apply :

Candidates are advised to go through carefully the instructions placed on website for online filling of the application.

- a. Eligible candidates are required to apply **ONLINE** through our website <http://www.iictindia.org> and send the **HARD COPY** of the application as stated below:

➤ **Candidates need to note down Application No., for future communication.**

- **Take a print out of online application, sign and send the same along with self attested copies of mark sheets, certificates, other testimonials, etc., so as to reach CSIR-IICT, Hyderabad on or before the prescribed deadline.**
- **Online application of the candidates whose hard copies are received after the due date will be summarily rejected.**
- b. Online application will be available on our website <http://www.iictindia.org> (Opens on 09-11-2018 (Friday) from 09.30 a.m., and Closes on 08-12-2018 (Saturday) at 06.00 p.m.)
- c. Candidates are required to remit a non-refundable application fee of **Rs.100/- in favour of "Director, CSIR-IICT" through online payment system only viz., SB Collect by using the following link:**
<https://www.onlinesbi.com/sbicollect/icollecthome.htm>
(Telangana -> Govt. Department -> Indian Institute of Chemical Technology -> Technician (1) [Gr.II(1)], Post Code _____ {02/2018} Fee)

The candidates are required to generate acknowledgement of remitted application fee from the online payment system, containing UTR Number/Transaction Number, Transaction Date and the same is required to be attached along with the hard copy of online application.

The following details must be filled up on back side of printed copy of generated acknowledgement of remitted application fee **(i) Candidate's Name, (ii) Application No (iii) Candidate's Category (iv) Post Code Applied For.**

The candidates belonging to SC/ST/PwD/Women/CSIR Employees are exempt from payment of application fee.

The last date for applying online application and remitting of application fee through online payment system is **08-12-2018**. This date will be the same for the candidates belonging to far-flung areas.

- d. In case of Universities/Institutes awarding CGPA/SGPA/OGPA grades etc., candidates are requested to convert the same into percentage based on the formula as per their University/Institute.
- e. Candidates who want to apply for more than one post may submit separate application form for the same indicating the Post Code of the post along with all requisite documents and application fee.

- f. Candidates should keep a copy of the application print-out and payment details, if any, for their record. Print-out of application and payment details will not be available after **06.00 p.m., on the last date of Online Application i.e., 08-12-2018.**
- g. Application once made will not be allowed to be withdrawn and fees once paid will not be refunded on any count nor can it be held in reserve for any other recruitment or selection process.
- h. Any change/edit in the application form after the finally submission of online application will not be considered by this Institute.
- i. **HARD COPY SUBMISSION:** The computer generated application (Print-out) duly signed by the candidate and accompanied with self-attested copies of attachments as given in Sl. No. 6 should be sent in an envelope superscribed **“APPLICATION FOR THE POST OF TECHNICIAN (1) [GR.II(1)] (Post Code _____)”** so as to reach the **Section Officer, Recruitment Section, CSIR-Indian Institute of Chemical Technology, Uppal Road, Tarnaka, Hyderabad – 500 007, Telangana on or before 23-12-2018, separately for each post code, in case a candidate applies for multiple post codes.**
- j. 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 CSIR-IICT, Hyderabad.
- k. **Incomplete applications (i.e. unsigned, without photograph/ application fee/ applicable certificates/marks sheets/testimonials etc.) will be summarily rejected.**

6. Following documents must be attached to the hard copy of the application:

- a. Signed copy of printed Online Application Form.
- b. Copy of acknowledgement of remitted application fee, where applicable.
- c. One recent Passport Size Coloured photograph (same as uploaded on online application) pasted on the form and signed across in full.
- d. Self Attested photocopy of Date of Birth Certificate.
- e. Self Attested photocopies of educational qualifications certificates/marks sheets.
- f. Self Attested photocopy of latest caste/category certificate, in the prescribed **Government of India (GoI)** format signed by the specified authority, if applicable.

- g. Self Attested photocopies of experience certificates, if any.
- h. Latest PwD certificate, in the prescribed **Government of India (GoI)** format signed by the specified authority, if applicable.
- i. No Objection Certificate, if applicable.
- j. Valid document for Identification (viz., Aadhar Card, Voter ID Card, etc.)
- k. Any other relevant certificate.

Date of commencement of online applications	: 09-11-2018
Last date for receipt of online applications	: 08-12-2018
Last date for receipt of hard copy of applications	: 23-12-2018

**Sd/-
Controller of Administration**