



वैश्विक मोटर वाहन अनुसंधान केंद्रे (नैब/नैट्रिप) (भारत सरकार के भारी उद्योग मंत्रालय के अंतर्गत पंजीकृत समिति)
Global Automotive Research Centre (GARC) under National Automotive Board (NAB/NATRIP)
(A Registered Society under Ministry of Heavy Industries, Government of India)
Plot E1, SIPCOT Industrial Growth Centre Mathur Post, Sriperumputhur Taluk, Oragadam,
Tamil Nadu 602 105

**GENERAL TERMS AND CONDITIONS FOR RECRUITMENT FOR VARIOUS POSTS
THROUGH DIRECT RECRUITMENT**

LAST DATE OF SUBMISSION OF APPLICATION: 27-01-2023

National Automotive Board (NAB) invites applications from Indian citizens for appointment in Global Automotive Research Centre (GARC) under Ministry of Heavy Industry.

Candidates are requested to submit their resume in the prescribed application form through post only. However, the advance copy, with payment details can be submitted through email via email id recruitment@garc.co.in

1. Before applying, candidates are requested to ensure that they fulfill the eligibility criteria for the post as of the date of eligibility.
2. Candidates are required to provide all required information (Proof of age, educational qualification, Experience, etc.) failing which their candidature will not be considered for shortlisting.
3. Shortlisting will be provisional without verification of documents. Candidature will be subject to verification of all details/ documents with the original when a candidate reports for Interactive Session (if called).
4. In case a candidate is called for Interactive Session and is found not satisfying the eligibility criteria (Proof of Age, Educational Qualification and Experience etc.) he/she will not be allowed to appear.
5. Candidates are advised to check websites www.natrip.in & www.garc.co.in regularly for details and updates (including the list of shortlisted/ qualified candidates). The Call letter/ advice, where required, will be sent by e-mail only (No hard copy will be sent).
6. In case more than one candidate scores the same marks as cut-off marks in the final merit list (common marks at the cut-off point), such candidates will be ranked in merit according to their age in descending order.
7. Appropriate weightage will be given to department candidates.
8. The employee is liable to be transferred to any Centre/ location under GARC/NAB.
9. HARD COPY OF THE APPLICATION & OTHER SELF-ATTESTED DOCUMENTS TO BE SENT TO THIS OFFICE. THE DULY FILLED APPLICATION, WITH REQUIRED ATTACHMENTS, SHALL BE POSTED TO "MANAGER" (HR & ADMIN), PLOT E1, SIPCOT INDUSTRIAL GROWTH CENTRE MATHUR POST, SRIPERUMPUTHUR TALUK, ORAGADAM, TAMIL NADU 602105.
10. Envelope/e-mail containing the application form should be superscribed with "Application for the post of"
11. Candidates are not entitled for any TA/ DA for attending the written test and Interactive Sessions.
12. All revisions/corrigenda will be hosted only on the above-mentioned websites.

A. Details of Post/Nature of Engagement/ Contract Period/ Vacancy/ Age/ Selection Process/ Place of Posting

Sl no	Post Name	Nature of Engagement	No of Post	Upper Age limit (in Years) As on 01.01.2023	Selection Process	Place of Posting
1	Assistant General Manager - Vehicle Evaluation Lab	Regular (Direct Recruitment)	1	45	Interactive Session	GARC Chennai
2	Assistant General Manager - Fatigue Lab	Regular (Direct Recruitment)	1	45	Interactive Session	GARC Chennai
3	Assistant General Manager - Safety Component & Certification (SCL)	Regular (Direct Recruitment)	1	45	Interactive Session	GARC Chennai
4	Assistant General Manager - Homologation & QMS	Regular (Direct Recruitment)	1	45	Interactive Session	GARC Chennai
5	Assistant General Manager - Maintenance	Regular (Direct Recruitment)	1	45	Interactive Session	GARC Chennai
6	Senior Manager Electric Vehicle/ Infotronic Lab	Regular (Direct Recruitment)	1	43	Interactive Session	GARC Chennai
7	Senior Manager - CAD/ CAE - EV lab	Regular (Direct Recruitment)	1	43	Interactive Session	GARC Chennai
8	Senior Manager Adv. Passive Safety Lab (APSL)	Regular (Direct Recruitment)	1	43	Interactive Session	GARC Chennai
9	Deputy Manager-IT Department	Regular (Direct Recruitment)	1	35	Interactive Session	GARC Chennai
10	Assistant Manager-Procurement Dept.	Regular (Direct Recruitment)	1	33	Interactive Session	GARC Chennai
11	Senior Engineer - Powertrain - Vehicle Testing Cell (VTC)	Regular (Direct Recruitment)	1	30	Written test & Interactive Session	GARC Chennai
12	Senior Engineer - Powertrain - Engine Testing Cell (ETC)	Regular (Direct Recruitment)	1	30	Written test & Interactive Session	GARC Chennai
13	Senior Engineer - Safety Component & Certification (CERT)	Regular (Direct Recruitment)	1	30	Written test & Interactive Session	GARC Chennai
14	Senior Engineer- Homologation & QMS	Regular (Direct Recruitment)	1	30	Written test & Interactive Session	GARC Chennai

Graduate Engineer Trainee (GET)						
Sl no	Post Name	Nature of Engagement	No of Post	Upper Age limit (in Years) As on 1.01.2023	Selection Process	Place of Posting
15	GET - Electromagnetic Interference & Electromagnetic Compatibility lab (EMI/EMC Lab)	Consolidate	2	25	Written test & Interactive Session	GARC Chennai
16	GET - Powertrain - Vehicle/ Engine Testing Cell (VTC/ ETC)	Consolidate	3 (VTC) + 2 (ETC) = 5	25		GARC Chennai
17	GET - Powertrain - Engine Testing Cell (ETC)- Electrical	Consolidate	1	25		GARC Chennai
18	GET - Advance Passive Safety Lab (APSL)	Consolidate	3	25		GARC Chennai
19	GET - Vehicle Evaluation Lab (VEL)	Consolidate	2	25		GARC Chennai
20	GET - Fatigue Lab (FAT Lab)	Consolidate	2	25		GARC Chennai
21	GET - Safety Component & Certification (CERT)	Consolidate	2	25		GARC Chennai
22	GET - Electric Vehicle/ Infotronic (EV)	Consolidate	2	25		GARC Chennai
23	GET - Homologation & QMS	Consolidate	2	25		GARC Chennai

NOTE:

- a) The number of vacancies mentioned above is provisional and may vary according to the actual requirement.
- b) In cases where experience in a specific field is required, the relevant experience certificate must contain specifically that the candidate has experience in that specific field.
- c) GARC/NAB reserves the right to cancel the recruitment process partially or entirely at any time without assigning any reasons.
- d) On initial appointment the employee will be on probation for a period of a minimum of one year or as extended from time to time based on performance.

B. Details of Educational Qualification, Experience and Job Profile

Post Pay scale & Nature of appointment	No of Posts	The academic qualification for incumbents and competencies/skill sets	Age limit & Post qualification experience	Job profile
<p>Post: Assistant General Manager – Vehicle Evaluation Lab (VEL)</p> <p>Pay Scale Level: L-12 (As per 7th CPC) (Pay band: Rs. 78,800/- to Rs. 2,09,200/-)</p> <p><i>Current CTC should be above Rs. 17 Lakh.</i></p>	1	<p>Essentials</p> <p>Bachelor’s degree in Mechanical engineering from a reputed university/institution.</p> <ul style="list-style-type: none"> ➤ 60% and above in 10th 12th & BE / B. Tech ➤ No gap between 10 & 12 ➤ One year gap allowed between 12 & Bachelor degree. <p>Desirable</p> <ul style="list-style-type: none"> ➤ Knowledge of working principles of automotive systems viz brakes, ABS, steering etc. <p>For Govt. Employee</p> <p>The candidate must be working in Level 12 (As per 7th CPC) (Pay band: Rs. 78,800/- to Rs. 2,09,200/-) or should have worked in Level-11 (As per 7th CPC) (Pay band: Rs. 67,700/ to Rs. 2,08,700/) for 3 years.</p>	<p>Upper Age limit – 45 years (as on 01.01.2023)</p> <p>Essentials</p> <ul style="list-style-type: none"> ➤ Should have minimum 19 years post-qualification experience in vehicle development/ testing in the automotive industry. ➤ Experience in Vehicle evaluation tests (Dynamic & Static Performance) and inspections. ➤ Hands-on experience of all vehicle-level testing and development. ➤ Good Knowledge of applicable Standards and regulations related to Vehicle Evaluation. 	<ul style="list-style-type: none"> ➤ Responsible for the overall growth of the department. ➤ Responsible for qualitative and timely performance of testing and ensuring the maximum utilization of facilities. ➤ Contributing to organizations strategic and operational goals with effective formulation and implementation of relevant policies. ➤ Identify and implement the latest amendments/ changes.
<p>Post: Assistant General Manager – Fatigue Lab</p> <p>Pay Scale Level: L-12 (As per 7th CPC) (Pay band: Rs. 78,800/- to Rs. 2,09,200/-)</p> <p><i>Current CTC should be above Rs. 17 Lakh.</i></p>	1	<p>Essentials</p> <p>Bachelor’s degree in Mechanical/ Instrumentation engineering from a reputed university/institution.</p> <ul style="list-style-type: none"> ➤ 60% and above in 10th 12th & BE / B. Tech ➤ No gap between 10 & 12 	<p>Upper Age limit – 45 years (as on 01.01.2023)</p> <p>Essentials</p> <ul style="list-style-type: none"> ➤ Should have minimum 19 years post-qualification experience in vehicle development/ testing in the automotive industry. ➤ Experience in Vehicle and Component /system level durability & Validation tests, Strain gauging, Road 	<ul style="list-style-type: none"> ➤ Responsible for the overall growth of the department. ➤ Responsible for qualitative and timely performance of testing and ensuring the maximum utilization of facilities. ➤ Contributing to organizations strategic and operational goals with effective

		<ul style="list-style-type: none"> ➤ One year gap allowed between 12 & Bachelor degree. <p>Desirable</p> <ul style="list-style-type: none"> ➤ Knowledge of working principles of automotive systems viz brakes, ABS, steering etc. <p>For Govt. Employee</p> <p>The candidate must be working in Level 12 (As per 7th CPC) (Pay band: Rs. 78,800/- to Rs. 2,09,200/-) or should have worked in Level-11 (As per 7th CPC) (Pay band: Rs. 67,700/ to Rs. 2,08,700/) for 3 years.</p>	<p>load data acquisition (RLDA).</p> <ul style="list-style-type: none"> ➤ Benchmarking and simulation. ➤ Good Knowledge of applicable Standards and regulations related to Fatigue Testing. 	<p>formulation and implementation of relevant policies.</p> <ul style="list-style-type: none"> ➤ Identify and implement the latest amendments/ changes. ➤
<p>Post: Assistant General Manager - Safety Component & Certification (SCL)</p> <p>Pay Scale Level: L-12 (As per 7th CPC) (Pay band: Rs. 78,800/- to Rs. 2,09,200/-)</p> <p><i>Current CTC should be above Rs. 17 Lakh.</i></p>	1	<p>Essentials</p> <p>Bachelor's degree in Mechanical engineering from a reputed university/institution.</p> <ul style="list-style-type: none"> ➤ 60% and above in 10th 12th & BE / B. Tech ➤ No gap between 10 & 12 ➤ One year gap allowed between 12 & Bachelor degree. <p>Desirable</p> <ul style="list-style-type: none"> ➤ Knowledge of working principles of automotive systems viz brakes, ABS, steering etc. <p>For Govt. Employee</p> <p>The candidate must be working in Level 12 (As per 7th CPC) (Pay band: Rs. 78,800/- to Rs. 2,09,200/-) or should have worked in Level-11 (As per 7th CPC) (Pay band: Rs. 67,700/ to Rs. 2,08,700/) for 3 years.</p>	<p>Upper Age limit - 45 years (as on 01.01.2023)</p> <p>Essentials</p> <ul style="list-style-type: none"> ➤ Should have minimum 19 years post-qualification experience in vehicle development/ testing in the automotive industry. ➤ Experience of Component development & Certification e.g Brake hoses, Seats, Seatbelts, Seat Anchorages, Rear-view Mirror, Bumpers, Tyres, Wheel rims, Fuel tanks etc. ➤ Knowledge of IS/AIS/EEC/ ECE/UNR and Other International regulations like JIS/SAE on Component testing. 	<ul style="list-style-type: none"> ➤ Responsible for the overall growth of the department. ➤ Responsible for qualitative and timely performance of testing and ensuring the maximum utilization of facilities. ➤ Contributing to organizations strategic and operational goals with effective formulation and implementation of relevant policies. ➤ Identify and implement the latest amendments/ changes.

<p>Post: Assistant General Manager – Homologation & QMS</p> <p>Pay Scale Level: L-12 (As per 7th CPC) (Pay band: Rs. 78,800/- to Rs. 2,09,200/-)</p> <p><i>Current CTC should be above Rs. 17 Lakh.</i></p>	1	<p>Essentials</p> <p>Bachelor’s degree in Mechanical engineering from a reputed university/institution.</p> <ul style="list-style-type: none"> ➤ 60% and above in 10th 12th & BE / B. Tech ➤ No gap between 10 & 12 ➤ One year gap allowed between 12 & Bachelor degree. <p>For Govt. Employee</p> <p>The candidate must be working in Level 12 (As per 7th CPC) (Pay band: Rs. 78,800/- to Rs. 2,09,200/-) or should have worked in Level-11 (As per 7th CPC) (Pay band: Rs. 67,700/ to Rs. 2,08,700/) for 3 years.</p>	<p>Upper Age limit – 45 years (as on 01.01.2023)</p> <p>Essentials</p> <ul style="list-style-type: none"> ➤ Should have minimum 19 years post-qualification experience in vehicle development/ testing in the automotive industry. ➤ Experience of Homologation/type approval of all types of vehicles and its components ➤ Hands-on experience of Type approval specifications/ documentation ➤ Good understanding of CMVR Rules & Indian type approval system ➤ Experience and Indian Regulation Like IS/AIS/BIS/ ➤ Experience of International regulations EEC/ECE/US Regulations (FMBSS) 	<ul style="list-style-type: none"> ➤ Responsible for the overall growth of the department. ➤ Responsible for qualitative and timely performance of testing and ensuring the maximum utilization of facilities. ➤ Contributing to organizations strategic and operational goals with effective formulation and implementation of relevant policies. ➤ Identify and implement the latest amendments/ changes. ➤
<p>Post: Assistant General Manager – Maintenance</p> <p>Pay Scale Level: L-12 (As per 7th CPC) (Pay band: Rs. 78,800/- to Rs. 2,09,200/-)</p> <p><i>Current CTC should be above Rs. 17 Lakh.</i></p>	1	<p>Essentials</p> <p>Bachelor’s degree in Mechanical / Electrical/ Electronic engineering from a reputed university / institution.</p> <ul style="list-style-type: none"> ➤ 60% and above in 10th 12th & BE / B. Tech ➤ No gap between 10 & 12 ➤ One year gap allowed between 12 & Bachelor degree. <p>Desirable</p> <ul style="list-style-type: none"> ➤ Develop a Planned Preventative Maintenance (PPM) schedule. ➤ Ensure routine calibration and maintenance requirements. ➤ The control of reactive and preventative maintenance services 	<p>Upper Age limit – 45 years (as on 01.01.2023)</p> <p>Essentials</p> <ul style="list-style-type: none"> ➤ Should have minimum 19 years post-qualification experience in maintenance and utilities. ➤ Strong exp in Maintenance of Machinery & Equipment in Automobile testing agency. 	<ul style="list-style-type: none"> ➤ Responsible for complete maintenance of all plants ➤ Handling Total maintenance activities like Preventive, Predictive, and Breakdown maintenance. ➤ Managing installation and commissioning of the heavy equipment’s as well as conducting tests & inspections to ensure operational effectiveness of labs & utilities. ➤ Responsible for qualitative and timely performance of testing and ensure the maximum utilization of facilities. ➤ Monitoring and Preparation of complete Capex- & Opex-Budgets and presenting facts & figures to Director.

		<p>in a timely and cost-efficient manner.</p> <p>For Govt. Employee</p> <p>The candidate must be working in Level 12 (As per 7th CPC) (Pay band: Rs. 78,800/- to Rs. 2,09,200/-) or should have worked in Level-11 (As per 7th CPC) (Pay band: Rs. 67,700/ to Rs. 2,08,700/) for 3 years.</p>		<ul style="list-style-type: none"> ➤ Planning and implementing preventive / breakdown maintenance schedules for machinery so as to increase machine up-time / equipment reliability; conducting predictive & preventive maintenance of Transformers, Generators, etc.
<p>Post: Senior Manager Electric Vehicle/ Infotronic Lab</p> <p>Pay Scale Level: L-11 (As per 7th CPC) (Pay band: Rs. 67,700/- to Rs. 2,08,700/-)</p> <p><i>Current CTC should be above Rs. 12 Lakh.</i></p>	1	<p>Essential:</p> <p>Bachelor's degree in Electrical / Electronic engineering from a reputed university / institution.</p> <ul style="list-style-type: none"> ➤ 60% and above in 10th 12th & BE / B. Tech ➤ No gap between 10 & 12 ➤ One year gap allowed between 12 & Bachelor degree. <p>Desirable</p> <ul style="list-style-type: none"> ➤ Experience of Electric/Hybrid Vehicle Development ➤ ECU Calibration & Development Capabilities ➤ HIL/ SIL/ Instrumentation & Simulation ➤ Use of INCA tools <p>For Govt. Employee The candidate must be working in Level 11 (As per 7th CPC) (Pay band: Rs. 67,700/- to Rs. 2,08,700/-) or should have worked in Level-10 for 3 years.</p>	<p>Upper Age limit – 43 years (as on 01.01.2023)</p> <p>Essential:</p> <ul style="list-style-type: none"> ➤ Should have minimum 17 years' post qualification experience in vehicle development / testing in automotive industry ➤ Experience of Electric/ Electronics components Development/Testing/ Certification. ➤ Good Knowledge of applicable Standards and regulations related to EV/Infotonics 	<ul style="list-style-type: none"> ➤ Responsible for independently conduct development testing on the labs. ➤ To interact and collaborate with the industry / customers to understand the service requirements in the field of development testing. ➤ Assist seniors in setting and monitoring the revenue targets for development testing and its achievement. ➤ Establish the systems in the development testing division and train the working team. ➤ Ensuring all applicable statutory and regulatory requirements fulfilled.

<p>Post: Senior Manager CAD/ CAE- EV Lab</p> <p>Pay Scale Level: L-11 (As per 7th CPC) (Pay band: Rs. 67,700/- to Rs. 2,08,700/-)</p> <p><i>Current CTC should be above Rs. 12 Lakh.</i></p>	1	<p>Essential:</p> <p>Bachelor's degree in Electrical / Electronic engineering from a reputed university / institution.</p> <ul style="list-style-type: none"> ➤ 60% and above in 10th 12th & BE / B. Tech ➤ No gap between 10 & 12 ➤ One year gap allowed between 12 & Bachelor degree. <p>Desirable</p> <ul style="list-style-type: none"> ➤ Experience of Electric/Hybrid Vehicle Development ➤ ECU Calibration & Development Capabilities ➤ HIL/ SIL/ Instrumentation & Simulation ➤ Use of INCA tools <p>For Govt. Employee The candidate must be working in Level 11 (As per 7th CPC) (Pay band: Rs. 67,700/- to Rs. 2,08,700/-) or should have worked in Level-10 for 3 years.</p>	<p>Upper Age limit – 43 years (as on 01.01.2023)</p> <p>Essential:</p> <ul style="list-style-type: none"> ➤ Should have minimum 17 years post qualification out of which 10 years' experience in CAD/CAE in Electromagnetic analysis to deliver design solutions that are robust and reliable, applying optimization and statistical methods, Propulsion/ Battery System integration, Electrical Architecture, and component hardware design, development & validation ➤ Experience in EMC/EMI modelling and simulation in low and high Frequency ➤ Experience in wiring harness, motor, motor resolver modelling and simulation, PEPS, wireless charging, TPM etc. ➤ Proficient with 2D/3D EM software (HFSS, FEKO, Savant, Maxwell 2D/3D, JMAG, Q3D). ➤ Complex power electronic and electrically controlled system development using Sabre RD, Simplorer, PSPICE, Matlab and Simulink. ➤ Understanding of electrical/communication/network systems/control systems ➤ Good knowledge in circuit analysis techniques is a plus Experience with semiconductor devices like IGBT, MOSFET and Diode and modelling. 	<ul style="list-style-type: none"> ➤ Responsible for independently conduct development testing on the labs. ➤ To interact and collaborate with the industry / customers to understand the service requirements in the field of development testing. ➤ Assist seniors in setting and monitoring the revenue targets for development testing and its achievement. ➤ Establish the systems in the development testing division and train the working team. ➤ Ensuring all applicable statutory and regulatory requirements fulfilled.
<p>Post: Senior Manager Advance Passive Safety Lab (APSL)</p> <p>Pay Scale Level: L-11 (As per 7th CPC) (Pay band:</p>	1	<p>Essential:</p> <p>Bachelor's degree in Mechanical engineering from a reputed university / institution.</p> <ul style="list-style-type: none"> ➤ 60% and above in 10th 12th & BE / B. Tech 	<p>Upper Age limit – 43 years (as on 01.01.2023)</p> <p>Essential:</p> <ul style="list-style-type: none"> ➤ Should have minimum 17 years' post qualification experience in vehicle 	<ul style="list-style-type: none"> ➤ Responsible for independently conduct development testing on the labs. ➤ To interact and collaborate with the industry / customers to understand the service requirements

<p>Rs. 67,700/- to Rs. 2,08,700/-)</p> <p><i>Current CTC should be above Rs. 12 Lakh.</i></p>		<ul style="list-style-type: none"> ➤ No gap between 10 & 12 ➤ One year gap allowed between 12 & Bachelor degree. <p>Desirable:</p> <ul style="list-style-type: none"> ➤ Knowledge of Instrumentation ➤ Manage the lab having complex equipment's like dummies, Camera's lighting etc. <p>For Govt. Employee</p> <p>The candidate must be working in Level 11 (As per 7th CPC) (Pay band: Rs. 67,700/- to Rs. 2,08,700/-) or should have worked in Level-10 for 3 years.</p>	<p>development / testing in automotive industry.</p> <ul style="list-style-type: none"> ➤ Experience of Development & Testing of Vehicle for Passive Safety ➤ Experience of working in Crash lab ➤ Knowledge of applicable National and International regulations and standards 	<p>in the field of development testing.</p> <ul style="list-style-type: none"> ➤ Assist seniors in setting and monitoring the revenue targets for development testing and its achievement. ➤ Establish the systems in the development testing division and train the working team. ➤ Ensure all testing activities are carried out impartiality and confidentiality. ➤ Ensuring all applicable statutory and regulatory requirements fulfilled.
<p>Post: Dy. Manager IT Department</p> <p>Pay Scale Level: L-09 (As per 7th CPC) (Pay band: Rs. 53,100/- to Rs. 1,67,800/-)</p> <p><i>Current CTC should be above Rs. 10 Lakh.</i></p>	<p>1</p>	<p>Essential:</p> <p>Bachelor's degree in Information Technology, Computer Science, Information Systems, or a related field from a reputed university / institution.</p> <ul style="list-style-type: none"> ➤ 60% and above in 10th 12th & BE / B. Tech ➤ No gap between 10 & 12 ➤ One year gap allowed between 12 & Bachelor degree. <p>Desirable:</p> <ul style="list-style-type: none"> ➤ Additional certifications like N+, SAP, MCSE, CCNA, would be an added advantage <p>For Govt. Employee</p> <p>The candidate must be working in Level 9 (As per 7th CPC) (Pay band:</p>	<p>Upper Age limit – 35 years (as on 01.01.2023)</p> <p>Essential:</p> <ul style="list-style-type: none"> ➤ Should have minimum 11 years' post qualification experience in IT function. ➤ Should have experience of handling large IT resources, procurement system, administration, website management, LAN, internet, IT security, data warehousing & backup, disaster recovery planning, and ERP, etc. 	<ul style="list-style-type: none"> ➤ Manage and supervise the IT and communication systems in G-ARC. Guide and supervise the procurement, installation, Servers, Computer network, printers, access control system and power backup system, etc. ➤ Manage and administer the computerized information system including mid-range computers, servers, internet firewall, e-mail server and local and wide area networks (when installed). ➤ Management of computerized recordkeeping systems. Assure system documentation by directing the writing of detailed descriptions of the system components.

		Rs. 53,100/- to Rs. 1,67,800/-) or should have worked in Level-08 for 3 years.		<ul style="list-style-type: none"> ➤ Supervise the maintenance of official website with the assistance of Manager (IT). ➤ Overlooking the data backups and disaster recovery operations.
<p>Post: Asst. Manager Procurement Dept.</p> <p>Pay Scale Level: L-09 (As per 7th CPC) (Pay band: Rs. 53,100/- to Rs. 1,67,800/-)</p> <p><i>Current CTC should be above Rs. 10 Lakh.</i></p>	1	<p>Essential:</p> <p>BE / B.Tech in any discipline with MBA in Operation /Purchase /Supply Chain Management or any other relevant discipline, from a reputed university / institution.</p> <ul style="list-style-type: none"> ➤ 60% and above in 10th 12th & BE / B. Tech ➤ No gap between 10 & 12 ➤ One year gap allowed between 12 & Bachelor degree. <p>Desirable:</p> <ul style="list-style-type: none"> ➤ Knowledge of Automotive equipment/ machine procurement. ➤ Good communication & presentation skills ➤ Proficiency in MS-Office. ➤ Experience in setting up Quality Systems. ➤ Working knowledge on ERP <p>For Govt. Employee The candidate must be working in Level 9 (As per 7th CPC) (Pay band: Rs. 53,100/- to Rs. 1,67,800/-) or should have worked in Level-08 for 3 years.</p>	<p>Upper Age limit – 33 years (as on 01.01.2023)</p> <p>Essential:</p> <ul style="list-style-type: none"> ➤ Should have minimum 9 years’ post qualification experience in purchase function ➤ Good Knowledge of procurement procedure of GEM, GFR and CVC guidelines. 	<ul style="list-style-type: none"> ➤ Preparation of tender document, call for Expression of Interest, take action for evaluation of bids & finalization of the same in a transparent manner. ➤ Responsible for maintaining proper records of goods, ordered, procured, payment to be made etc. ➤ Act as a point of contact between the company and suppliers ➤ Identify potential suppliers based on requirements ➤ Negotiate contracts, terms and deadlines with vendors and suppliers ➤ Monitor and update relevant departments regarding price fluctuations of goods and vendor pricing ➤ Manage an efficient flow of goods to ensure optimum production

<p>Post:</p> <p>Sr. Engineer Powertrain (VTC)</p> <p>Pay Scale Level: L-08 (As per 7th CPC) (Pay band: Rs. 47,600/- to Rs. 1,51,100/-)</p>	1	<p>Essential:</p> <p>Bachelor's degree in Mechanical / Automobile / Instrumentation/ Mechatronics engineering from a reputed university / institution.</p> <ul style="list-style-type: none"> ➤ 60% and above in 10th 12th & BE / B. Tech ➤ No gap between 10 & 12 ➤ One year gap allowed between 12 & Bachelor degree. <p>Desirable:</p> <ul style="list-style-type: none"> ➤ Experience in handling the vehicle and engine emission. ➤ Powertrain Instrumentation experience ➤ Good communication & presentation skills ➤ Proficiency in MS-Office. ➤ Experience in setting up Quality Systems for labs / tracks. <p>For Govt. Employee</p> <p>The candidate must be working in Level-08 (As per 7th CPC) (Pay band: Rs. 47,600/- to Rs. 1,51,100/-) or should have worked in Level-07 for 3 years</p>	<p>Upper Age limit – 30 years (as on 01.01.2023)</p> <p>Essential:</p> <ul style="list-style-type: none"> ➤ Should have minimum 5 years' post qualification experience in vehicle development / testing in automotive industry ➤ Experience in the Automobile Emission testing. ➤ Conversant with National and international regulation and TA procedures 	<ul style="list-style-type: none"> ➤ Preparing the vehicles for development testing. ➤ Test result preparation and data analysis. ➤ Assistance to senior in deliberations relating to framing of rules, regulations and standards Governmental functioning for easier liaison and coordination. ➤ To understand testing requirement and prepare sop and carry out tests as per laid down procedure. ➤ To have information about operation of equipment. ➤ To have information to supervise the work done by the technicians. ➤ To carry out the test as agreed standard. ➤ Maintain the system as the NABL requirements ➤ Any other work as assigned from time to time.
<p>Post:</p> <p>Sr. Engineer Powertrain (ETC)</p> <p>Pay Scale Level: L-08 (As per 7th CPC) (Pay band: Rs. 47,600/- to Rs. 1,51,100/-)</p>	1	<p>Essential:</p> <p>Bachelor's degree in Mechanical / Automobile / Instrumentation/ Mechatronics engineering from a reputed university / institution.</p>	<p>Upper Age limit – 30 years (as on 01.01.2023)</p> <p>Essential:</p> <ul style="list-style-type: none"> ➤ Should have minimum 5 years' post qualification experience in vehicle development / testing in automotive industry 	<ul style="list-style-type: none"> ➤ Preparing the vehicles for development testing. ➤ Test result preparation and data analysis. ➤ Assistance to senior in deliberations relating to framing of rules, regulations and standards Governmental functioning for easier

		<ul style="list-style-type: none"> ➤ 60% and above in 10th 12th & BE / B. Tech ➤ No gap between 10 & 12 ➤ One year gap allowed between 12 & Bachelor degree. <p>Desirable:</p> <ul style="list-style-type: none"> ➤ Experience in handling the vehicle and engine emission. ➤ Powertrain Instrumentation experience ➤ Good communication & presentation skills ➤ Proficiency in MS-Office. ➤ Experience in setting up Quality Systems for labs / tracks <p>For Govt. Employee</p> <p>The candidate must be working in Level-08 (As per 7th CPC) (Pay band: Rs. 47,600/- to Rs. 1,51,100/-) or should have worked in Level-07 for 3 years.</p>	<ul style="list-style-type: none"> ➤ Experience in the Automobile Emission testing. ➤ Conversant with National and international regulation and TA procedures. 	<p>liaison and coordination.</p> <ul style="list-style-type: none"> ➤ To understand testing requirement and prepare sop and carry out tests as per laid down procedure. ➤ To have information about operation of equipment. ➤ To have information to supervise the work done by the technicians. ➤ To carry out the test as agreed standard. ➤ Maintain the system as the NABL requirements ➤ Any other work as assigned from time to time.
<p>Post:</p> <p>Sr. Engineer Safety Component & Certification</p> <p>Pay Scale Level: L-08 (As per 7th CPC) (Pay band: Rs. 47,600/- to Rs. 1,51,100/-)</p>	1	<p>Essential:</p> <p>Bachelor's degree in Mechanical engineering from a reputed university / institution.</p> <ul style="list-style-type: none"> ➤ 60% and above in 10th 12th & BE / B. Tech ➤ No gap between 10 & 12 ➤ One year gap allowed between 12 & Bachelor degree. <p>For Govt. Employee</p> <p>The candidate must be working in Level-08 (As per 7th CPC) (Pay band:</p>	<p>Upper Age limit – 30 years (as on 01.01.2023)</p> <p>Essential:</p> <ul style="list-style-type: none"> ➤ Should have minimum 5 years' post qualification experience in vehicle development / testing in automotive industry ➤ Experience of Component development & Certification e.g Brake hoses, Seat, Seatbelts, Seat Anchorages, Rear view Mirror, Bumpers, Tyres, Wheel rims, Fuel tanks etc. ➤ Knowledge of National and Other International regulations on Component testing. 	<ul style="list-style-type: none"> ➤ Preparing the vehicles for development testing. ➤ Test result preparation and data analysis. ➤ Assistance to senior in deliberations relating to framing of rules, regulations and standards Governmental functioning for easier liaison and coordination. ➤ To understand testing requirement and prepare sop and carry out tests as per laid down procedure. ➤ To have information about operation of equipment.

		Rs. 47,600/- to Rs. 1,51,100/-) or should have worked in Level-07 for 3 years.		<ul style="list-style-type: none"> ➤ To have information to supervise the work done by the technicians. ➤ To carry out the test as agreed standard. ➤ Maintain the system as the NABL requirements.
Post: Sr. Engineer Homologation & QMS Pay Scale Level: L-08 (As per 7th CPC) (Pay band: Rs. 47,600/- to Rs. 1,51,100/-)	1	Essential: Bachelor's degree in Mechanical engineering from a reputed university / institution. <ul style="list-style-type: none"> ➤ 60% and above in 10th 12th & BE / B. Tech ➤ No gap between 10 & 12 ➤ One year gap allowed between 12 & Bachelor degree. Desirable: <ul style="list-style-type: none"> ➤ Experience of working with Indian test agencies ➤ Coordination with Departments For Govt. Employee The candidate must be working in Level-08 (As per 7th CPC) (Pay band: Rs. 47,600/- to Rs. 1,51,100/-) or should have worked in Level-07 for 3 years.	Upper Age limit – 30 years (as on 01.01.2023) Essential: <ul style="list-style-type: none"> ➤ Should have minimum 5 years' post qualification experience in vehicle development / testing in automotive industry ➤ Experience of Homologation/type approval of all types of vehicles and its components ➤ Hands on experience of Type approval specifications/documentation ➤ Good understanding of CMVR Rules & Indian type approval system ➤ Experience and Indian Regulation Like IS/AIS/BIS ➤ Experience of International regulations EEC/ECE/US Regulations (FMBSS) 	<ul style="list-style-type: none"> ➤ Preparing the vehicles for development testing. ➤ Test result preparation and data analysis. ➤ Assistance to senior in deliberations relating to framing of rules, regulations and standards Governmental functioning for easier liaison and coordination. ➤ To understand testing requirement and prepare sop and carry out tests as per laid down procedure. ➤ To have information about operation of equipment. ➤ To have information to supervise the work done by the technicians. ➤ To carry out the test as agreed standard. ➤ Maintain the system as the NABL requirements ➤ Any other work as assigned from time to time.
Post: Graduate Engineer Trainee (GET) Electromagnetic Interference & Electromagnetic Compatibility lab (EMI/EMC Lab) Salary (Consolidate)	2	Essential: Bachelor's degree in electronic engineering from a reputed university / institution. <ul style="list-style-type: none"> ➤ 60% and above in 10th 12th & BE / B. Tech ➤ No gap between 10 & 12 	Upper Age limit – 25 years (as on 01.01.2023) Essential: <ul style="list-style-type: none"> ➤ Good knowledge of electronic engineering and related field On successfully completion of Probation period, will be on Regular roll of Engineer (level-7) in GARC	<ul style="list-style-type: none"> ➤ Preparing the vehicles for development testing on the lab /tracks. ➤ Test result preparation and assist the senior for data analysis. ➤ Supervise the work done by the technicians. ➤ Any other work as assigned from time to time

<p>during probation period 1st Year - Rs.25,000/-</p> <p>2nd Year Rs. 30,000/-</p>		<p>➤ One year gap allowed between 12 & Bachelor degree.</p> <p>Desirable:</p> <p>➤ Good communication & presentation skills ➤ Proficiency in MS-Office.</p>		
<p>Post:</p> <p>Graduate Engineer Trainee (GET) Powertrain - Vehicle Testing Cell (VTC- 3 post) & Engine Testing Cell (ETC- 2 post)</p> <p>Salary (Consolidate) during probation period 1st Year - Rs.25,000/-</p> <p>2nd Year Rs. 30,000/-</p>	5	<p>Essential:</p> <p>Bachelor's degree in Mechanical/ Automobile from a reputed university.</p> <p>➤ 60% and above in 10th 12th & BE / B. Tech ➤ No gap between 10 & 12 ➤ One year gap allowed between 12 & Bachelor degree.</p> <p>Desirable:</p> <p>➤ Good communication & presentation skills ➤ Proficiency in MS-Office.</p>	<p>Upper Age limit - 25 years (as on 01.01.2023)</p> <p>Essential:</p> <p>➤ Good knowledge of Automobile engineering and related field</p> <p>On successfully completion of Probation period, will be on Regular roll of Engineer (level-7) in GARC.</p>	<p>➤ Preparing the vehicles for development testing on the lab /tracks.</p> <p>➤ Test result preparation and assist the senior for data analysis.</p> <p>➤ Supervise the work done by the technicians.</p> <p>Any other work as assigned from time to time</p>
<p>Post:</p> <p>Graduate Engineer Trainee (GET) Powertrain - Engine Testing Cell (ETC) - Electrical</p> <p>Salary (Consolidate) during probation period 1st Year - Rs.25,000/-</p> <p>2nd Year Rs. 30,000/-</p>	1	<p>Essential:</p> <p>Bachelor's degree in Electrical engineering from a reputed university.</p> <p>➤ 60% and above in 10th 12th & BE / B. Tech ➤ No gap between 10 & 12 ➤ One year gap allowed between 12 & Bachelor degree.</p> <p>Desirable:</p> <p>➤ Good communication & presentation skills ➤ Proficiency in MS-Office.</p>	<p>Upper Age limit - 25 years (as on 01.01.2023)</p> <p>Essential:</p> <p>➤ Good knowledge of electronic engineering and related field</p> <p>On successfully completion of Probation period, will be on Regular roll of Engineer (level-7) in GARC</p>	<p>➤ Preparing the vehicles for development testing on the lab /tracks.</p> <p>➤ Test result preparation and assist the senior for data analysis.</p> <p>➤ Supervise the work done by the technicians.</p> <p>➤ Any other work as assigned from time to time</p>

<p>Post: Graduate Engineer Trainee (GET) Advance Passive Safety Lab (APSL)</p> <p>Salary (Consolidate) during probation period 1st Year - Rs.25,000/- 2nd Year Rs. 30,000/-</p>	1	<p>Essential: Bachelor's degree in Mechanical/ Automobile from a reputed university.</p> <ul style="list-style-type: none"> ➤ 60% and above in 10th 12th & BE / B. Tech ➤ No gap between 10 & 12 ➤ One year gap allowed between 12 & Bachelor degree. <p>Desirable:</p> <ul style="list-style-type: none"> ➤ Good communication & presentation skills ➤ Proficiency in MS-Office. 	<p>Upper Age limit - 25 years (as on 01.01.2023)</p> <p>Essential:</p> <ul style="list-style-type: none"> ➤ Good knowledge of Automobile engineering and related field <p>On successfully completion of Probation period, will be on Regular roll of Engineer (level-7) in GARC</p>	<ul style="list-style-type: none"> ➤ Preparing the vehicles for development testing on the lab /tracks. ➤ Test result preparation and assist the senior for data analysis. ➤ Supervise the work done by the technicians. ➤ Any other work as assigned from time to time
<p>Post: Graduate Engineer Trainee (GET) Advance Passive Safety Lab (APSL)- Electronic</p> <p>Salary (Consolidate) during probation period 1st Year - Rs.25,000/- 2nd Year Rs. 30,000/-</p>	1	<p>Essential: Bachelor's degree in electronic engineering from a reputed university / institution.</p> <ul style="list-style-type: none"> ➤ 60% and above in 10th 12th & BE / B. Tech ➤ No gap between 10 & 12 ➤ One year gap allowed between 12 & Bachelor degree. <p>Desirable:</p> <ul style="list-style-type: none"> ➤ Good communication & presentation skills ➤ Proficiency in MS-Office. 	<p>Upper Age limit - 25 years (as on 01.01.2023)</p> <p>Essential:</p> <ul style="list-style-type: none"> ➤ Good knowledge of electronic engineering and related field <p>On successfully completion of Probation period, will be on Regular roll of Engineer (level-7) in GARC</p>	<ul style="list-style-type: none"> ➤ Preparing the vehicles for development testing on the lab /tracks. ➤ Test result preparation and assist the senior for data analysis. ➤ Supervise the work done by the technicians. ➤ Any other work as assigned from time to time
<p>Post: Graduate Engineer Trainee (GET) Advance Passive Safety Lab (APSL) - Electrical</p> <p>Salary (Consolidate) during probation period 1st Year Rs.25,000/-</p>	1	<p>Essential: Bachelor's degree in Electrical engineering from a reputed university.</p> <ul style="list-style-type: none"> ➤ 60% and above in 10th 12th & BE / B. Tech ➤ No gap between 10 & 12 ➤ One year gap allowed between 12 & Bachelor degree. 	<p>Upper Age limit - 25 years (as on 01.01.2023)</p> <p>Essential:</p> <ul style="list-style-type: none"> ➤ Good knowledge of Automobile engineering and related field <p>On successfully completion of Probation period, will be on Regular roll of Engineer (level-7) in GARC</p>	<ul style="list-style-type: none"> ➤ Preparing the vehicles for development testing on the lab /tracks. ➤ Test result preparation and assist the senior for data analysis. ➤ Supervise the work done by the technicians. ➤ Any other work as assigned from time to time

<p>2nd Year Rs. 30,000/-</p>		<p>Desirable:</p> <ul style="list-style-type: none"> ➤ Good communication & presentation skills ➤ Proficiency in MS-Office. 		
<p>Post:</p> <p>Graduate Engineer Trainee (GET) Vehicle Evaluation Lab (VEL)</p> <p>Salary (Consolidate) during probation period</p> <p>1st Year Rs.25,000/-</p> <p>2nd Year Rs. 30,000/-</p>	<p>2</p>	<p>Essential:</p> <p>Bachelor's degree in Mechanical/ Automobile from a reputed university.</p> <ul style="list-style-type: none"> ➤ 60% and above in 10th 12th & BE / B. Tech ➤ No gap between 10 & 12 ➤ One year gap allowed between 12 & Bachelor degree. <p>Desirable:</p> <ul style="list-style-type: none"> ➤ Good communication & presentation skills ➤ Proficiency in MS-Office. 	<p>Upper Age limit - 25 years (as on 01.01.2023)</p> <p>Essential:</p> <ul style="list-style-type: none"> ➤ Good knowledge of Automobile engineering and related field <p>On successfully completion of Probation period, will be on Regular roll of Engineer (level-7) in GARC</p>	<ul style="list-style-type: none"> ➤ Preparing the vehicles for development testing on the lab /tracks. ➤ Test result preparation and assist the senior for data analysis. ➤ Supervise the work done by the technicians. ➤ Any other work as assigned from time to time
<p>Post:</p> <p>Graduate Engineer Trainee (GET) Fatigue Lab (FAT Lab)</p> <p>Salary (Consolidate) during probation period</p> <p>1st Year Rs.25,000/-</p> <p>2nd Year Rs. 30,000/-</p>	<p>2</p>	<p>Essential:</p> <p>Bachelor's degree in Mechanical/ Automobile from a reputed university.</p> <ul style="list-style-type: none"> ➤ 60% and above in 10th 12th & BE / B. Tech ➤ No gap between 10 & 12 ➤ One year gap allowed between 12 & Bachelor degree. <p>Desirable:</p> <ul style="list-style-type: none"> ➤ Good communication & presentation skills ➤ Proficiency in MS-Office. 	<p>Upper Age limit - 25 years (as on 01.01.2023)</p> <p>Essential:</p> <ul style="list-style-type: none"> ➤ Good knowledge of Automobile engineering and related field <p>On successfully completion of Probation period, will be on Regular roll of Engineer (level-7) in GARC</p>	<ul style="list-style-type: none"> ➤ Preparing the vehicles for development testing on the lab /tracks. ➤ Test result preparation and assist the senior for data analysis. ➤ Supervise the work done by the technicians. ➤ Any other work as assigned from time to time

<p>Post:</p> <p>Graduate Engineer Trainee (GET) Safety Component & Certification (CERT)</p> <p>Salary (Consolidate) during probation period</p> <p>1st Year Rs.25,000/-</p> <p>2nd Year Rs. 30,000/-</p>	1	<p>Essential:</p> <p>Bachelor's degree in Mechanical/ Automobile from a reputed university.</p> <ul style="list-style-type: none"> ➤ 60% and above in 10th 12th & BE / B. Tech ➤ No gap between 10 & 12 ➤ One year gap allowed between 12 & Bachelor degree. <p>Desirable:</p> <ul style="list-style-type: none"> ➤ Good communication & presentation skills ➤ Proficiency in MS-Office. 	<p>Upper Age limit – 25 years (as on 01.01.2023)</p> <p>Essential:</p> <ul style="list-style-type: none"> ➤ Good knowledge of Automobile engineering and related field <p>On successfully completion of Probation period, will be on Regular roll of Engineer (level-7) in GARC</p>	<ul style="list-style-type: none"> ➤ Preparing the vehicles for development testing on the lab /tracks. ➤ Test result preparation and assist the senior for data analysis. ➤ Supervise the work done by the technicians. ➤ Any other work as assigned from time to time
<p>Post:</p> <p>Graduate Engineer Trainee (GET) Safety Component & Certification (CERT) - Electrical</p> <p>Salary (Consolidate) during probation period</p> <p>1st Year Rs.25,000/-</p> <p>2nd Year Rs. 30,000/-</p>	1	<p>Essential:</p> <p>Bachelor's degree in Electrical engineering from a reputed university.</p> <ul style="list-style-type: none"> ➤ 60% and above in 10th 12th & BE / B. Tech ➤ No gap between 10 & 12 ➤ One year gap allowed between 12 & Bachelor degree. <p>Desirable:</p> <ul style="list-style-type: none"> ➤ Good communication & presentation skills ➤ Proficiency in MS-Office. 	<p>Upper Age limit – 25 years (as on 01.01.2023)</p> <p>Essential:</p> <ul style="list-style-type: none"> ➤ Good knowledge of Electrical engineering and related field <p>On successfully completion of Probation period, will be on Regular roll of Engineer (level-7) in GARC</p>	<ul style="list-style-type: none"> ➤ Preparing the vehicles for development testing on the lab /tracks. ➤ Test result preparation and assist the senior for data analysis. ➤ Supervise the work done by the technicians. ➤ Any other work as assigned from time to time
<p>Post:</p> <p>Graduate Engineer Trainee (GET) Electric Vehicle / Infotronic (EV)</p> <p>Salary (Consolidate) during probation period</p> <p>1st Year</p>	2	<p>Essential:</p> <p>Bachelor's degree in Mechanical/ Automobile from a reputed university.</p> <ul style="list-style-type: none"> ➤ 60% and above in 10th 12th & BE / B. Tech ➤ No gap between 10 & 12 	<p>Upper Age limit – 25 years (as on 01.01.2023)</p> <p>Essential:</p> <ul style="list-style-type: none"> ➤ Good knowledge of Automobile engineering and related field <p>On successfully completion of Probation period, will be on</p>	<ul style="list-style-type: none"> ➤ Preparing the vehicles for development testing on the lab /tracks. ➤ Test result preparation and assist the senior for data analysis. ➤ Supervise the work done by the technicians. ➤ Any other work as assigned from time to time

Rs.25,000/- 2nd Year Rs. 30,000/-		<ul style="list-style-type: none"> ➤ One year gap allowed between 12 & Bachelor degree. <p>Desirable:</p> <ul style="list-style-type: none"> ➤ Good communication & presentation skills ➤ Proficiency in MS-Office. 	Regular roll of Engineer (level-7) in GARC	
<p>Post:</p> <p>Graduate Engineer Trainee (GET) Homologation & QMS</p> <p>Salary (Consolidate) during probation period</p> <p>1st Year Rs.25,000/-</p> <p>2nd Year Rs. 30,000/-</p>	2	<p>Essential:</p> <p>Bachelor's degree in Mechanical/ Automobile from a reputed university.</p> <ul style="list-style-type: none"> ➤ 60% and above in 10th 12th & BE / B. Tech ➤ No gap between 10 & 12 ➤ One year gap allowed between 12 & Bachelor degree. <p>Desirable:</p> <ul style="list-style-type: none"> ➤ Good communication & presentation skills ➤ Proficiency in MS-Office. 	<p>Upper Age limit - 25 years (as on 01.01.2023)</p> <p>Essential:</p> <ul style="list-style-type: none"> ➤ Good knowledge of Automobile engineering and related field <p>On successfully completion of Probation period, will be on Regular roll of Engineer (level-7) in GARC</p>	<ul style="list-style-type: none"> ➤ Preparing the vehicles for development testing on the lab /tracks. ➤ Test result preparation and assist the senior for data analysis. ➤ Supervise the work done by the technicians. ➤ Any other work as assigned from time to time

C. HOW TO APPLY: Please refer to NATRIP website www.natrip.in and GARC website www.garc.co.in for details.

D. Application FEE:

- i. Candidates should check their eligibility criteria before applying for the position and after being fully satisfied that they are eligible for the post, may applied. Candidates have to pay a fee Rs 1000/-. The mode of payment will be **Online**. No other mode of payment of Fees will be accepted.
- ii. Candidates should fill in the requisite details of **Transaction Details** in the application form while filling the application form. Applications without the requisite amount of application fee shall be summarily rejected.
- iii. Application once made will not be allowed to be withdrawn and the application fee once paid will NOT BE refunded on any account. The application fee shall also NOT BE refunded in case the application is rejected / not considered by GARC/NAB.

- iv. Candidates can apply for one or more posts as per their educational qualifications and fulfillment of eligibility required for the posts. In such case, the candidate has to apply and submit the application form and application fee separately for each post. However, based on the number of candidates applying for different posts under various permutations and combinations, the test for the various posts can be held together / separately on a single or multiple days across various sessions in GARC.

E. CALL LETTER FOR WRITTEN TEST AND INTERACTIVE SESSION:

Intimation/Call letter for written test and Interactive Session will be sent by email only. NO HARD COPY WILL BE SENT. The date of the written test and Interactive Session will be communicated to the shortlisted candidates separately

F. SELECTION PROCESS:

- i. **Written test (where prescribed):** The candidates would be required to undergo a written test/skill test. The criteria for the written test include (i) Job knowledge of the concerned lab/ department (ii) Communication skills (iii) General Awareness and (iv) Working knowledge of computer and documentation.
- ii. **Interactive Session:** Mere fulfilling the minimum qualification and experience will not vest any right on the candidate for being called for Interactive Session. The GARC/NAB will decide the shortlisting parameters and thereafter, the adequate number of candidates, as decided by the GARC/NAB, will be shortlisted and called for Interactive Session. The decision of the GARC/NAB to call the candidates for the Interactive Session shall be final. No correspondence will be entertained in this regard. Any request for change of address/change of the Centre for Interactive Session shall not be entertained.
- iii. **Merit List:** Merit list for selection will be prepared in descending order on the basis of scores obtained in written test and Interactive Sessions only. In case more than one candidate scores the same marks above the cut-off marks, such candidates will be ranked according to their age in descending order in the merit. Qualifying marks in Interactive Session will be as decided by the GARC/NAB. The merit list will be made by adding the marks scored in written test and in the interactive session.

G. GENERAL INFORMATION:

- i. Before applying for a post, the applicant should ensure that he/she fulfills the eligibility and other norms mentioned above for that post as of the specified date and that the particulars furnished by him/ her are correct in all respects.

- ii. **Duly filled in application form along with all enclosures including all supporting documents (w.r.t. age, qualification, experience) in original must be brought by the candidates to the venue, failing which the candidate shall not be allowed to appear.**
- iii. A recent passport-size colour photograph (without dark glasses), should be affixed on the application format in the prescribed place. Sufficient copies of the same photograph should be retained by the candidate for use in future correspondence.
- iv. IN CASE IT IS DETECTED AT ANY STAGE OF RECRUITMENT THAT AN APPLICANT DOES NOT FULFIL THE ELIGIBILITY NORMS AND/OR THAT HE/ SHE HAS FURNISHED ANY INCORRECT/FALSE INFORMATION OR HAS SUPPRESSED ANY MATERIAL FACT(S), HIS/HER CANDIDATURE WILL STAND CANCELLED. IF ANY OF THESE SHORTCOMINGS IS/ARE DETECTED EVEN AFTER THE APPOINTMENT, HIS/HER SERVICES ARE LIABLE TO BE TERMINATED AND DISQUALIFICATION WILL TAKE PLACE WITH RETROSPECTIVE EFFECT.
- v. Appointment of the selected candidate is subject to his/her being declared medically fit as per the requirement of the GARC/NAB. Such appointment will also be subject to the service and conduct rules of the GARC/NAB for such post in the GARC/NAB, in force at the time of joining the GARC/NAB.
- vi. In case of selection, candidates will be required to produce a proper discharge certificate in original from the employer at the time of taking up the appointment. Candidates are advised to keep their e-mail ID alive for receiving communication.
- vii. Selected Candidates, who are already in service of Government/Quasi-Government organizations, Public Sector Undertakings/Autonomous Body, must produce a proper relieving letter in original' from their present employer at the time of reporting for duty, failing which they shall not be allowed to report for duty. Therefore, candidates, who are already in service of Government/Quasi-Government organizations, Public Sector /Undertakings /Autonomous Bodies, will have to obtain prior permission/No Objection Certificate (NOC) from their present employer before applying in GARC/NAB as per rules/regulations of their present employer in this regard.
- viii. The GARC/NAB takes no responsibility for any delay in receipt or loss of any communication.
- ix. The applicant shall be liable for civil/criminal consequences in case the information submitted in his/ her application is found to be false at a later stage.
- x. Candidates are advised in their own interest to apply online well before the closing date and not to wait till the last date to avoid the possibility of disconnection/inability/failure to log onto the website on account of heavy load on the internet or website jam. GARC/NAB does not assume any responsibility for the candidates not being able to submit their applications within the last date

- on account of aforesaid reasons or for any other reason beyond the control of GARC/NAB.
- xi. DECISIONS OF GARC/NAB IN ALL MATTERS REGARDING ELIGIBILITY, CONDUCT OF SKILL/Written TEST, OTHER TESTS AND SELECTION WOULD BE FINAL AND BINDING ON ALL CANDIDATES. NO REPRESENTATION OR CORRESPONDENCE WILL BE ENTERTAINED BY THE GARC/NAB IN THIS REGARD.
 - xii. The GARC/NAB will not furnish the mark sheet of selection process to Candidates.
 - xiii. As written test (where prescribed) and Interactive Session are the modes of recruitment, merely satisfying the eligibility norms does not entitle a candidate to be called for Interactive Session. GARC/NAB reserves the right to call only the requisite number of candidates for the Interactive Session after preliminary screening/short-listing with reference to the candidate's qualifications, suitability, experience etc.
 - xiv. In the case of multiple applications for a single post, only the last valid (completed) application will be retained. Multiple appearances by a candidate for a single post in Interactive Session will be summarily rejected/candidature cancelled.
 - xv. Instances for providing incorrect information and/or process violation by a candidate detected at any stage of the selection process will lead to disqualification of the candidate from the selection process and he/she will not be allowed to appear in any recruitment process conducted by the GARC/NAB in future. If such instances are detected after the selection process, but are detected subsequently, such disqualification will take place with a retrospective effect.
 - xvi. In case any dispute arises on account of interpretation inversion other than English, the English version of this advertisement will prevail.

H. IDENTITY VERIFICATION:

- i. At the time of the written test and Interactive Session, the call letter along with the original and a photocopy of the candidate's currently valid photo identity, such as PAN Card/ Passport/ Driving License/ Voter's Card/ Bank Pass Book with photograph/ Photo identity proof issued by a Gazetted Officer on official letterhead/ Photo identity proof issued by a People's Representative on official letterhead/ Aadhar card with a photograph/ Employee ID/ Bar Council Identity Card with photograph should be submitted to the desk for verification.
- ii. The candidate's identity will be verified with respect to his/her details on the call letter, and requisite documents submitted. If the identity of the candidate is in doubt the candidate may not be allowed to appear.

Note: Candidates have to produce in original the photo identity proof and submit the photocopy of the photo identity proof along with the Interactive Session's call letter as well while attending the Interactive Session, without which they will not be allowed to attend the same.

- iii. Candidates must note that the name as appearing on the call letter (provided during the process of registration) should exactly match the name as appears on the photo identity proof. Female candidates who have changed first/last/ middle name post, marriage, must take special note of this. If there is any mismatch between the names indicated in the Call Letter and Photo Identity Proof the candidate will not be allowed to appear for the Interactive Session. In case of candidates who have changed their name will be allowed only if they produce Gazette notification/their marriage certificate and or affidavit to this effect.

For any query, please mail us to recruitment@garc.co.in (HR & Admin Department).

The GARC/NAB is not responsible for printing errors, if any.
