



CSIR – CENTRAL SALT & MARINE CHEMICALS RESEARCH INSTITUTE
GIJUBHAI BADHEKA MARG, BHAVNAGAR – 364 002 (GUJARAT)
www.csmcri.res.in

ADVERTISEMENT NO. 1/2023 (LAST DATE TO APPLY-03/07/2023)

OPPORTUNITIES FOR BRIGHT & RESULT ORIENTED INDIAN NATIONALS

CSIR - Central Salt & Marine Chemicals Research Institute is a premier national laboratory under Council of Scientific & Industrial Research (CSIR), New Delhi. The Institute undertakes a wide range of basic and applied R&D projects spanning the areas of chemistry, biology and engineering. The Institute has excellent infrastructure by way of sophisticated analytical instruments, modern laboratories, pilot plants, library, local area network and workshop.

Applications are invited online from the talented and result-oriented Indian Nationals for total number of 03 posts of Technical Officer, 09 posts of Technical Assistant, 28 posts of Technician(1) and 03 posts of Jr. Stenographer as per the following details: -

Post Code	Number of Posts with Reservation	Upper age limit including relaxations as per rules, if any, not exceeding (as on last date of receipt of applications)	Name of the post with Subject	Level in Pay Matrix	Essential Qualifications and Experience, if any.	Detailed job Description
1	01	30 Years	Technical Officer (Business Development)	Level 7 Rs.44900	MBA in Business Development or Project Management/Financial Management with minimum 55% marks	The selected candidate will be working with the business development and information management group assisting in R&D project management, business development and other allied activities. The selected candidate will be responsible for preparing challan, invoice, maintaining data, sending letter to clients, audit reply, projects & technology related paper work,

						analysis related paper work and any other assigned work.
2	01	30 Years	Technical Officer (Chemical Engineering)	Level 7 Rs.44900	BE /B.Tech in Chemical Engineering or equivalent, with minimum 55% marks (equivalent CGPA).	The institute is working on many industry-relevant chemical processes. The selected candidate would involve in scaling-up of the processes and their associated technical needs and render support/assistance to scientists with process engineering including safety and any other associated jobs assigned. Knowledge in chemical process engineering with relevant experience is desirable.
3	01	30 Years	Technical Officer (Civil Engineering)	Level 7 Rs.44900	BE/B.Tech in Civil Engineering or equivalent, with minimum 55% marks (equivalent CGPA).	The selected candidate is expected to prepare estimates and supervision of works, recording of measurements and preparation of running/final bills and assist the Engineer-in-charge in handling of contract management and preparing budgetary requirements for works etc.
4	01 (UR)	28 Years	Technical Assistant (Chemistry)	Level 6 Rs.35400	B.Sc. with Chemistry or equivalent, with minimum 60% marks and one year experience in relevant discipline from a recognized Institute/Organization OR	The selected candidate will be assisting scientists in R&D in chemical science, up-keeping and operating major and minor equipment, and other allied activities of the institute.
4.1	01 [Reserved for OBC]	28 (plus 3 Years relaxation for this post being reserved for OBC candidates)				

4.2	01 [PwD – OH & Reserved for OBC]	28 (plus 3 Years and plus 10 years relaxation for this post being reserved for OBC (PwD) candidates)			B.Sc. with Chemistry or equivalent, with minimum 60% marks and one-year full time professional qualification.	Post Code 4.1 (OBC) for MARS, Mandapam, Tamil Nadu.
5	01 [Reserved for OBC]	28 (plus 3 Years relaxation for this post being reserved for OBC candidates)	Technical Assistant (Botany/Plant Science)	Level 6 Rs.35400	B.Sc. with <u>Botany/Plant Science/Biotechnology/Microbiology</u> or equivalent, with minimum 60% marks and one year experience in relevant discipline from a recognized Institute/Organization OR B.Sc. with <u>Botany/Plant Science/Biotechnology/Microbiology</u> or equivalent, with minimum 60% marks and one year full time professional qualification.	The selected candidate will be technically assisting on plant biotechnology, biology and genetic engineering, survey, collection farming and maintenance of halophytes/seaweed/microalgae/crop plants, assist scientists/technical personnel in scientific and routine work both in lab and field activities. Post Code- 5.1 (SC) for MARS, Mandapam, Tamil Nadu.
5.1	01 [Reserved for SC]	28 (plus 5 Years relaxation for this post being reserved for SC candidates)				
5.2	01 (UR)	28 Years				
6	01 [Reserved for EWS (Backlog)]	28 Years	Technical Assistant (Computer Engineering)	Level 6 Rs.35400	Diploma in Computer Engineering of at least 3 years full time duration, with minimum 60% marks and experience of 2 years in the relevant area/field. OR Diploma in Computer Engineering of at least 2 years full time duration in case of lateral admission in Diploma Course with minimum 60% marks and experience of 2 years in the relevant area/field.	The selected candidate is expected to: (i) Ensuring smooth network connectivity of both data and voice within the Institute & residential premises and rendering value-added networking services. (ii) Management and maintenance of IT assets in particular for networking systems and

						<p>equipment's.</p> <p>(iii) Assisting Head IT for bandwidth management, lease line, routing and other networking (service, support and troubleshooting) related issues also other IT assignments as and when designated.</p>
7	01 [Reserved for EWS (Backlog)]	28 Years	Technical Assistant (Mechanical Engineering)	Level 6 Rs.35400	<p>Diploma in Mechanical Engineering of at least 3 years full time duration, with minimum 60% marks and experience of 2 years in the relevant area/field.</p> <p>OR</p> <p>Diploma in Mechanical Engineering of at least 2 years full time duration in case of lateral admission in Diploma Course with minimum 60% marks and experience of 2 years in the relevant area/field.</p>	<p>The selected candidate will be expected to work on:</p> <ol style="list-style-type: none"> 1. Mechanical design with understanding of engineering drawing & AutoCAD. 2. Operation of workshop machineries (Lathe, Drill, & Milling machine). 3. Fabrication and assembly of prototypes of units.
8	01 [UR]	28 Years	Technical Assistant (Chemical Engineering)	Level 6 Rs.35400	<p>Diploma in Chemical Engineering of at least 3 years full time duration, with minimum 60% marks and experience of 2 years in the relevant area/field.</p> <p>OR</p> <p>Diploma in Chemical Engineering of at least 2 years full time duration in case of lateral admission in Diploma Course with minimum 60% marks and</p>	<p>The selected candidate is expected to assist in the large-scale preparation of membranes and resins and fabrication of membrane/resin modules and their testing and evaluation.</p>

					experience of 2 years in the relevant area/field.	
9	01 (UR)	28 Years	Technician (1) (Carpenter)	Level 2 Rs.19900/-	SSC/10 th Standard or equivalent with Science Subjects with 55% marks plus ITI Certificate or National/State Trade Certificate in the Trade of Carpenter. OR SSC/10 th Standard or equivalent with Science Subjects with 55% marks and 2 years full time experience as an apprentice trainee from a recognized institution in Trade of Carpenter OR SSC/10 th Standard or equivalent with Science Subjects with 55% marks and 3 years of work experience in the Trade of Carpenter in a Ministry /Department/ Organization/ Public Sector Undertaking/ Autonomous Body under Government of India/State/ UT.	To work as carpenter in Workshop or general maintenance duties. To work in Carpentry section of workshop for general maintenance and new fabrication of furniture etc.
10	01 (UR)	28 Years	Technician (1) (Civil Draughtsman)	Level 2 Rs.19900/-	SSC/10 th Standard or equivalent with Science Subjects with 55% marks plus ITI Certificate or National/State Trade Certificate in the Trade of Civil Draughtsman. OR SSC/10 th Standard or equivalent with Science Subjects with 55% marks and 2 years full time experience as an apprentice trainee	To work as draughtsman in Engineering Services Division (ESD)/Workshop/Scientific Divisions of the institute. Knowledge and experience in computer-based applications is desirable. To assist in support services functions as assigned by the higher authority.
10.1	01 [Reserved for OBC (backlog)]	28 (plus 3 Years relaxation for this post being reserved for OBC candidates)				

					from a recognized institution in Trade of Civil Draughtsman. OR SSC/10 th Standard or equivalent with Science Subjects with 55% marks and 3 years of work experience in the Trade of Civil Draughtsman in a Ministry /Department/ Organization/ Public Sector Undertaking/ Autonomous Body under Government of India/State/UT.	
11	01 (UR)	28 Years	Technician (1) (COPA)	Level 2 Rs.19900/-	SSC/10 th Standard or equivalent with Science Subjects with 55% marks plus ITI Certificate or National/State Trade Certificate in the Trade of Computer Operator and Programming Assistant (COPA). OR SSC/10 th Standard or equivalent with Science Subjects with 55% marks and 2 years full time experience as an Apprentice Trainee from a recognized Institution in the Trade of Computer Operator and Programming Assistant (COPA). OR SSC/10 th Standard or equivalent with Science Subjects with 55% marks and 3 years of work experience in the Trade of Computer Operator and Programming Assistant (COPA)	Assist in day-to-day laboratory activities, execute supporting work related to Research & Development and work assigned by higher authorities from time to time. The candidate is expected to engage in data management and processing, file management, record keeping with pertinent computer skills.
11.1	01 [Reserved for EWS (backlog)]	28 Years				
11.2	01[Reserved for OBC (backlog)]	28(plus 3 Years relaxation for this post being reserved for OBC candidates)				
11.3	01[Reserved for OBC]	28 (plus 3 Years relaxation for this post being reserved for OBC candidates)				
11.4	01 [Reserved for SC]	28 (plus 5 Years relaxation for this post being reserved for SC candidates)				
11.5	01 [Reserved for ST]	28 (plus 5 Years relaxation for				

	(backlog]	this post being reserved for ST candidates)			in a Ministry /Department/ Organization/ Public Sector Undertaking/ Autonomous Body under Government of India/State/UT.	
12	01 (UR)	28 Years	Technician (1) (Electronic Mechanic)	Level 2 Rs.19900/-	SSC/10 th Standard or equivalent with Science Subjects with 55% marks plus ITI Certificate or National/State Trade Certificate in the Trade of Electronic Mechanic. OR SSC/10 th Standard or equivalent with Science Subjects with 55% marks and 2 years full time experience as an apprentice trainee from a recognized institution in Trade of Electronic Mechanic. OR SSC/10 th Standard or equivalent with Science Subjects with 55% marks and 3 years of work experience in the Trade of Electronic Mechanic in a Ministry/Department/Organization /Public Sector Undertaking/ Autonomous Body under Government of India/State/ UT.	Assist the S&T staff in day-to-day laboratory activities, execute supporting work related to Research & Development and work assigned by higher authorities from time to time.
12.1	01 [Reserved for OBC]	28 (plus 3 Years relaxation for this post being reserved for OBC candidates)				
13	01 (UR)	28 Years	Technician (1) (Electrician)	Level 2 Rs.19900/-	SSC/10 th Standard or equivalent with Science Subjects with 55% marks plus ITI Certificate or National/State Trade Certificate in the Trade of Electrician. OR SSC/10 th Standard or equivalent with Science Subjects with 55%	To work as Electrician in Workshop or general maintenance duties as under: I. Operation and Maintenance of Sub-Station Including HT/LT Panels, D G set, Lifts etc. II. Electrical Maintenance of
13.1	01 [Reserved for EWS]	28 Years				
13.2	01 [Reserved for OBC]	28(plus 3 Years relaxation for this post being reserved for OBC				

		candidates)			marks and 2 years full time experience as an apprentice trainee from a recognized institution in the Trade of Electrician. OR SSC/10 th Standard or equivalent with Science Subjects with 55% marks and 3 years of work experience in the Trade of Electrician in a Ministry /Department/ Organization/ Public Sector Undertaking/ Autonomous Body under Government of India/State/UT.	Staff Quarters, Hostel, Guest House etc. III. Work assigned by higher authorities from time to time. Post Code No. 13.3 (SC) for MARS, Mandapam, Tamil Nadu.
13.3	01 [Reserved for SC]	28 (plus 5 Years relaxation for this post being reserved for SC candidates)				
14	01 [Reserved for OBC]	28(plus 3 Years relaxation for this post being reserved for OBC candidates)	Technician (1) (Fitter)	Level 2 Rs.19900/-	SSC/10 th Standard or equivalent with Science Subjects with 55% marks plus ITI Certificate or National/State Trade Certificate in the Trade of Fitter. OR SSC/10 th Standard or equivalent with Science Subjects with 55% marks and 2 years full time experience as an apprentice trainee from a recognized institution in the Trade of Fitter. OR SSC/10 th Standard or equivalent with Science Subjects with 55% marks and 3 years of work experience in the Trade of Fitter in a Ministry /Department/ Organization/ Public Sector Undertaking/ Autonomous Body under Government of India/State/ UT.	The selected candidate will be involved in repair, maintenance & installation works and operation of pilot plant equipment such as reactors, pumps, centrifuges, evaporators, distillation system, chillers, compressors, laboratory experimental set-up, periodic & regular housekeeping activities and work assigned by higher authorities from time to time etc. Post Code No. 14 for MARS, Mandapam, Tamil Nadu.
14.1	01 [Reserved for OBC (Backlog)]	28(plus 3 Years relaxation for this post being reserved for OBC candidates)				

15	01 [Reserved for OBC]	28(plus 3 Years relaxation for this post being reserved for OBC candidates)	Technician (1) (Fire/Safety Man)	Level 2 Rs.19900/-	<p>SSC/10th Standard or equivalent with Science Subjects with 55% marks plus ITI Certificate or National/State Trade Certificate in the Trade of Fireman/Fire Technology & Industrial Safety Management</p> <p>OR</p> <p>SSC/10th Standard or equivalent with Science Subjects with 55% marks and 2 years full time experience as an apprentice trainee from a recognized institution in the Trade of Fireman/Fire Technology & Industrial Safety Management</p> <p>OR</p> <p>SSC/10th Standard or equivalent with Science Subjects with 55% marks and 3 years of work experience in the Trade of Fireman/Fire Technology & Industrial Safety Management trade in a Ministry /Department/ Organization/ Public Sector Undertaking/ Autonomous Body under Government of India/State/ UT.</p>	To Assist the Safety Officer in his day-to-day safety related assignments and work assigned by higher authorities from time to time.
16	01 [Reserved for SC]	28 (plus 5 Years relaxation for this post being reserved for SC candidates)	Technician (1) (Health Sanitary Inspector)	Level 2 Rs.19900/-	<p>SSC/10th Standard or equivalent with Science Subjects with 55% marks plus ITI Certificate or National/State Trade Certificate in the Health Sanitary Inspector Trade.</p> <p>OR</p>	To look after the sanitation related all type of works of the Institute and work assigned by higher authorities from time to time.

					<p>SSC/10th Standard or equivalent with Science Subjects with 55% marks and 2 years full time experience as an apprentice trainee from a recognized institution in the Health Sanitary Inspector Trade.</p> <p>OR</p> <p>SSC/10th Standard or equivalent with Science Subjects with 55% marks and 3 years of work experience in the Health Sanitary Inspector Trade in a Ministry /Department/ Organization/ Public Sector Undertaking/ Autonomous Body under Government of India/State/UT.</p>	
17	01 [Reserved for EWS]	28 Years	Technician (1) (Instrument Mechanic)	Level 2 Rs.19900/-	<p>SSC/10th Standard or equivalent with Science Subjects with 55% marks and plus ITI Certificate or National/State Trade Certificate in the Instrument Mechanic Trade.</p> <p>OR</p> <p>SSC/10th Standard or equivalent with Science Subjects with 55% marks and 2 years full time experience as an apprentice trainee from a recognized institution in the Instrument Mechanic Trade.</p> <p>OR</p> <p>SSC/10th Standard or equivalent with Science Subjects with 55% marks and 3 years of work experience in the Instrument Mechanic Trade in a Ministry /Department/ Organization/ Public</p>	Assist the S&T staff in day-to-day laboratory activities, execute supporting work related to Research & Development and work assigned by higher authorities from time to time.
17.1	01 [Reserved for OBC]	28(plus 3 Years relaxation for this post being reserved for OBC candidates)				
17.2	01 [Reserved for OBC]	28(plus 3 Years relaxation for this post being reserved for OBC candidates)				

					Sector Undertaking/ Autonomous Body under Government of India/State/ UT.	
18	01 [Reserved for EWS]	28 Years	Technician (1) (Laboratory Assistant Chemical Plant)	Level 2 Rs.19900/-	SSC/10th Standard with Science Subjects with 55% marks plus ITI Certificate or National/State Trade Certificate in the Trade of Laboratory Assistant Chemical Plant. OR SSC/10 th Standard or equivalent with Science Subjects with 55% marks and 2 years full time experience as an apprentice trainee from a recognized institution in the Trade of Laboratory Assistant Chemical Plant. OR SSC/10 th Standard or equivalent with Science Subjects with 55% marks and 3 years of work experience in the Trade of Laboratory Assistant Chemical Plant in a Ministry /Department/ Organization/ Public Sector Undertaking/ Autonomous Body under Government of India/State/ UT.	Assist the S&T staff in day-to-day laboratory activities; execute supporting work related to Research & Development and work assigned by higher authorities from time to time.
18.1	01 [Reserved for OBC (Backlog)]	28(plus 3 Years relaxation for this post being reserved for OBC candidates)				
19	01 (UR)	28 Years	Technician (1) (Refrigeration & Air-Conditioning Mechanic)	Level 2 Rs.19900/-	SSC/10 th Standard or equivalent with Science Subjects with 55% marks plus ITI Certificate or National/State Trade Certificate in the Trade of Refrigeration & Air-conditioning Mechanic Trade. OR	To work as Refrigeration & Air-conditioning section in Workshop for maintenance of AC units, Refrigerators, Chillers, VRV/VRF and Central AC plants etc. and general maintenance and work assigned by higher
19.1	01 [Reserved for SC]	28 (plus 5 Years relaxation for this post being reserved for SC candidates)				

					<p>SSC/10th Standard or equivalent with Science Subjects with 55% marks and 2 years full time experience as an apprentice trainee from a recognized institution in the Trade of Refrigeration & Air-conditioning Mechanic Trade .</p> <p>OR</p> <p>SSC/10th Standard or equivalent with Science Subjects with 55% marks and 3 years of work experience in the Trade of Refrigeration & Air-conditioning Mechanic Trade in a Ministry /Department/ Organization/ Public Sector Undertaking/ Autonomous Body under Government of India/State/UT.</p>	authorities from time to time.
20	01 (UR)	28 Years	Technician (1) (Turner)	<p>Level 2 Rs.19900/-</p> <p>SSC/10th Standard or equivalent with Science Subjects with 55% marks plus ITI Certificate or National/State Trade Certificate in the Trade of Turner Trade.</p> <p>OR</p> <p>SSC/10th Standard or equivalent with Science Subjects with 55% marks and 2 years full time experience as an apprentice trainee from a recognized institution in the Trade of Turner Trade</p> <p>OR</p> <p>SSC/10th Standard or equivalent with Science Subjects with 55% marks and 3 years of work experience in the Trade of Turner Trade in a Ministry /Department/</p>	To work as Turner in Workshop for maintenance and new job preparation etc. general maintenance duties and work assigned by higher authorities from time to time.	

					Organization/ Public Sector Undertaking/ Autonomous Body under Government of India/State/UT.	
21	01 [UR]	28 Years	Technician (1) (Machinist)	Level 2 Rs.19900/-	SSC/10 th Standard or equivalent with Science Subjects with 55% marks plus ITI Certificate or National/State Trade Certificate in the Trade of Machinist. OR SSC/10 th Standard or equivalent with Science Subjects with 55% marks and 2 years full time experience as an apprentice trainee from a recognized institution in the Trade of Machinist OR SSC/10 th Standard or equivalent with Science Subjects with 55% marks and 3 years of work experience in the Trade of Machinist in a Ministry /Department/ Organization/ Public Sector Undertaking/ Autonomous Body under Government of India/State/UT.	The selected candidate is expected to work in the areas of Membrane casting, coating and hollow fiber spinning and related aspects and general maintenance duties and work assigned by higher authorities from time to time.
22	01 [Reserved for SC (Backlog)]	27 (plus 5 Years relaxation for this post being reserved for SC candidates)	Junior Stenographer	Level 4 Rs.25500	Minimum education qualification of 10+2/XII or its equivalent and proficiency in computer type speed and using computer as per prescribed norms of DoPT/CSIR, in shorthand, either in English or in Hindi.	To work in any of the division/ section of the Institute as per the decision of the higher authority
22.1	01 [PwD – OH & Reserved for OBC]	27 (plus 3 Years and plus 10 years relaxation)				

		for this post being reserved for OBC (PwD) candidates.				
22.2	01 (UR)	27 Years				

Tech. Officer Gr III (3) - 03 posts

Tech. Assistant Gr III (1) - 09 posts [UR-03, OBC-02, OBC+PwD(OH)-01, SC-01, EWS-02]

Technician (1) - 28 posts [UR- 08, EWS-04, OBC- 11, SC-04, ST-01]

Jr Stenographer - 03 posts [UR-01, OBC (PwD)-01, SC- 01]

Total emoluments for level 2 post is Approx. ₹32976/- per month which includes HRA, TA as applicable in Class ‘Y’ Cities and DA as applicable to Central Government Staff.

Total emoluments for level 4 post is Approx. ₹43356/- per month which includes HRA, TA as applicable in Class ‘Y’ Cities and DA as applicable to Central Government Staff.

Total emoluments for level 6 post is Approx. ₹59196/- per month which includes HRA, TA as applicable in Class ‘Y’ Cities and DA as applicable to Central Government Staff.

Total emoluments for level 7 post is Approx. ₹74396/- per month which includes HRA, TA as applicable in Class ‘Y’ Cities and DA as applicable to Central Government Staff.

Abbreviations used: UR: Un-reserved; SC: Scheduled Caste; ST: Scheduled Tribe; OBC: Other Backward Classes; PwD: Persons with Disabilities; EWS: Economically Weaker Sections

I. BENEFITS :

1. The positions carry Pay and Allowances, such as HRA, TA, DA etc. at Central Government rates as applicable to the employees of Council stationed at Bhavnagar (Class ‘Y’ City). Other benefits, such as Leave Travel Concession and Reimbursement of Medical Expenses (as per CGHS/CSMA Rules), are also available. The employees are provided with residential accommodation, subject to availability, as per CSIR rules.
2. CSIR provides excellent opportunities to deserving candidates for career advancement under Assessment Promotion scheme for Scientific & Technical Staff.

3. All new entrants will be governed by the "New Pension Scheme" 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 having Pension Scheme on GOI pattern and who are presently being governed by the Old Pension Scheme will continue to be governed by the existing Pension Scheme i.e. CCS (Pension) Rules, 1972, if applied through channel.

II. AGE LIMIT AND RELAXATIONS:

1. The date for determining the age limit/experience/qualifications shall be the closing date prescribed for receipt of applications i.e. **03/07/2023**.
2. Upper age relaxation of 5 years to the members of Scheduled Castes and Scheduled Tribes and 3 years to the members of Other Backward Classes in the upper age limit shall be allowed only in cases where such posts are reserved for that particular category.
3. As per GOI provisions, upper age relaxation for Widows, Divorced Women and Women Judicially separated from Husbands, who are not re-married, the upper age limit for such woman is up to the age of 35 years [up to 40 years for members of Scheduled Castes and Scheduled Tribes]. The persons claiming age relaxation under this sub-para would be required to produce following documentary evidence.
4. In case of Widow, Death Certificate of her husband together with the Affidavit that she has not remarried since.
5. 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 and they have not remarried since.
6. Age relaxation of 10 years (15 years for SC/ST and 13 years for OBC candidates) in upper age limit shall be allowed to persons suffering from (a) blindness or low vision (b) hearing impairment and (c) loco motor disability or cerebral palsy subject to the condition that maximum age of the applicant on the crucial date shall not exceed 56 years. The age concession to the persons with disabilities shall be admissible irrespective of the fact whether the post is reserved for person with disabilities or not, provided the post is identified suitable for the relevant category of disability. Relaxation of age limit would be permissible to such persons who have a minimum 40% disability.
7. Age relaxation to the Ex-Servicemen will be applicable as per the Government of India instructions, as amended from time to time.
8. All statutory categories (SC/ST/OBC/PwD/Ex-Servicemen etc) candidates seeking any kind of relaxation are required to produce a copy of the applicable certificate in the prescribed format signed by the specified authority at the time of Trade Test. **The OBC candidates must produce the certificate valid for appointments under the Central government.**
9. Relaxation up to 5 years in upper age limit is allowed to Council/Govt/Autonomous/Public Sector Undertaking Employees for **S&T posts only. That means no such age relaxation is allowed to outside departmental candidates for Stenography posts.**

10. Relaxation in age limit, qualification and/or experience in cases of exceptionally meritorious candidates may be allowed with the prior approval of Director General, CSIR.

III. SELECTION METHODOLOGY:

(A) For the Post of Technical Officer:

The candidates as recommended by the Screening Committee will be invited for a trade test. Those who qualify in the trade test will be invited for a competitive written examination.

There will be three papers (Paper-I, Paper-II and Paper-III). Paper-II and Paper-III will be evaluated only for those candidates who secure the minimum threshold marks (to be determined by the Selection Committee) in Paper-I. The final merit list will be prepared on the basis of the marks obtained by the candidates in Paper-II and Paper-III of the Competitive Written Examination. (CSIR letter No. 5-1(315)/2015-PD dated 23-09-2019)

Following shall be the Mode of Examination for the above post:

Mode of Examination	OMR based or Computer Based Objective Type Multiple Choice Examination
Medium of Questions	The questions will be set in both English and Hindi except the questions on English language.
Standard of Exam	Post Graduate Diploma/ Post Graduation/ B.E./ B.Tech level (based on the advertised qualification of the post).
Total number of questions	200
Total Time Allotted	3 hours

Paper – I (Time Allotted – 1 Hour)

Subject	No. of questions	Maximum Marks	Negative Marks
Mental Ability Test*	50	100 (two marks for every correct answer)	<u>There will be NO negative marks in this paper.</u>

*Mental Ability Test will be so devised so as to include General Intelligence, Quantitative Aptitude, Reasoning, Problem Solving, Situational Judgement, etc.

Paper – II (Time Allotted – 30 minutes)

Subject	No. of questions	Maximum Marks	Negative Marks
General Awareness	25	75 (three marks for every correct answer)	<u>One negative mark for every wrong answer</u>
English Language	25	75 (three marks for every correct answer)	<u>One negative mark for every wrong answer</u>

Paper – III (Time Allotted – 90 minutes)

Subject	No. of questions	Maximum Marks	Negative Marks
Concerned Subject	100	300 (three marks for every correct answer)	<u>One negative mark for every wrong answer</u>

(B) For the Post of Technical Assistant:

The candidates as recommended by the Screening Committee will be invited for a trade test. Those who qualify in the trade test will be invited for a competitive written examination.

There will be three papers (Paper-I, Paper-II and Paper-III). Paper-II and Paper-III will be evaluated only for those candidates who secure the minimum threshold marks (to be determined by the Selection Committee) in Paper-I. The final merit list will be prepared on the basis of the marks obtained by the candidates in Paper-II and Paper-III of the Competitive written examination. (CSIR letter No. 5-1(315)/2015-PD dated 23-09-2019)

Following shall be the **Mode of Examination** for the above post:

Mode of Examination	OMR based or Computer Based Objective Type Multiple Choice Examination
Medium of Questions	The questions will be set in both English and Hindi except the questions on English language.
Standard of Exam	Diploma/Graduation level (based on the advertised qualification of the post).
Total number of questions	200
Total Time Allotted	3 hours

Paper – I (Time Allotted – 1 Hour)

Subject	No. of questions	Maximum Marks	Negative Marks
Mental Ability Test*	50	100 (two marks for every correct answer)	<u>There will be NO negative marks in this paper.</u>

*Mental Ability Test will be so devised so as to include General Intelligence, Quantitative Aptitude, Reasoning, Problem Solving, Situational Judgement, etc.

Paper – II (Time Allotted – 30 minutes)

Subject	No. of questions	Maximum Marks	Negative Marks
General Awareness	25	75 (three marks for every correct answer)	<u>One negative mark for every wrong answer</u>
English Language	25	75 (three marks for every correct answer)	<u>One negative mark for every wrong answer</u>

Paper – III (Time Allotted – 90 minutes)

Subject	No. of questions	Maximum Marks	Negative Marks
Concerned Subject	100	300 (three marks for every correct answer)	<u>One negative mark for every wrong answer</u>

(C) For the posts of Technician(1):

The candidates as recommended by the Screening Committee will be invited for a trade test. Those who qualify in the trade test will be invited for a competitive written examination.

There will be three papers (Paper I, Paper II and Paper III). Paper-II and Paper-III will be evaluated only for those candidates who secure the minimum threshold marks (to be determined by the Selection Committee) in Paper-I. The final merit list will be prepared on the basis of the marks obtained by the candidates in Paper-II and Paper-III of the Competitive written examination.

Following shall be the **Mode of Examination**:

Mode of Examination	OMR based or Computer Based Objective Type Multiple Choice Examination
Medium of Questions	The questions will be set both in English and Hindi except the questions on English language.
Standard of Exam	SSC + ITI/XIIth Standard
Total number of questions	150
Total Time Allotted	2 hours 30 minutes

Paper – I (Time Allotted – 1 Hour)

Subject	No. of questions	Maximum Marks	Negative Marks
Mental Ability Test	50	100 (two marks for every correct answer)	<u>There will be NO negative marks in this paper.</u>

*Mental Ability Test will be so devised so as to include General Intelligence, Quantitative Aptitude, Reasoning, Problem Solving, Situational Judgement, etc.

Paper – II (Time Allotted – 30 minutes)

Subject	No. of questions	Maximum Marks	Negative Marks
General Awareness	25	75 (three marks for every correct answer)	<u>One negative mark for every wrong answer</u>
English Language	25	75 (three marks for every correct answer)	<u>One negative mark for every wrong answer</u>

Paper – III (Time Allotted – 1 hour)

Subject	No. of questions	Maximum Marks	Negative Marks
Concerned Subject	50	150 (three marks for every correct answer)	<u>One negative mark for every wrong answer</u>

(D) For the posts of Junior Stenographer:

• **Preparation of Merit List:**

- i) The proficiency in stenography will only be qualifying in nature.
- ii) The final merit list will be prepared on the basis of the performance of the candidates in the competitive written examination
- iii) The merit list will only comprise of those candidates those who have qualified the proficiency test in stenography

a) Proficiency Test in Stenography

The candidates will be given one dictation for 10 minutes in English or Hindi (as opted by the candidates in the Application Form) at the speed of 80 w.p.m. for the post of Junior Stenographer. The transcription time is as follows:

Sr. No.	Language of Skill Test	Time Duration (in minutes)	Time Duration (in minutes) for the candidates eligible for scribe
1	English	50	70
2	Hindi	65	90

b) Scheme of Competitive Written Examination for Junior Stenographer

Mode of Examination	OMR Based or Computer Based Objective Type Multiple Choice Examination
Medium of Questions	The questions will be set both in English and Hindi except the Questions on English Language
Standard of Examination	10+2/XII
Total No. of Question	200
Time Allotted	Total 2 hours (2 hours and 40 minutes for the candidates eligible for scribe)

Competitive Written Examination will consist of only **one paper** with three parts as detailed below:

Part	Subject	No. of Questions	Maximum Marks	Negative Marks
I	General Intelligence & Reasoning	50	50	<u>0.25 marks is deducted for every wrong answer</u>
II	General Awareness	50	50	<u>0.25 marks is deducted for every wrong answer</u>
III	English Language & Comprehension	100	100	<u>0.25 marks is deducted for every wrong answer</u>

IV. GENERAL CONDITIONS: GENERAL CONDITIONS / INSTRUCTIONS

1. The applicant must be a citizen of India.
2. The number of vacancies is provisional and may vary. The CSIR-CSMCRI reserves the right to cancel all or part of the advertised vacancies at any stage of recruitment process.
3. The qualifications prescribed should have been obtained from recognized Universities/ Institutions.
4. All testimonials/certificates will be verified later. Therefore, candidates must produce original(s) for verification as and when desired by this Institute. Any wrong or incomplete information furnished by the candidate shall render her/him ineligible for consideration without any further notice. The candidature is provisional at all the stage of recruitment process and hence will be considered only if meeting the minimum eligibility criteria as per this advertisement and Recruitment Rules of CSIR.
5. If any document/certificate furnished is in a language other than Hindi or English, a transcript copy in Hindi/English of the same duly attested by a Gazetted Officer or Notary is required to be submitted by the candidate.
6. SC/ST/OBCs, PwD, ESM, EWS, etc, certificates, as applicable, should be issued by the competent authority in the prescribed format/proforma.
7. These posts are local and the normal place of posting is in CSIR-CSMCRI. However, the appointees are liable to be posted at any of the Laboratories/Institutes of CSIR in exigencies of work.
8. Those employed in Govt. Deptt / PSUs /Autonomous Bodies should apply through proper channel with a clear certificate that-(i) no vigilance case is pending against her/him(ii) her/his department has No Objection in applying to this post and the applicant will be relieved within one month of receipt of appointment offer if she/he is selected.
9. Incomplete applications and the applications received after last date of submission will summarily be rejected. In case candidates could not submit their online application due to failure of server/any technical defect at the last moment, last date will not be extended. **Therefore, candidates are advised to submit online application well in advance without waiting for the last date of submission of application.** Institute's decision shall be final and binding and no enquiry will be entertained in this regard.
10. All applicants must fulfil the essential qualifications, and experience, if required, related to the post she/he applies and other conditions stipulated in the advertisement. They are advised to satisfy themselves before applying that they possess the essential qualifications laid down

for the post. No interim enquiry asking for advice on eligibility will be entertained. The prescribed essential qualifications/experience are the minimum and selection is through open competition. Therefore, mere possession of the minimum education qualification/experience does not entitle candidates for selection to the post.

11. The selected candidates will be on probation for a specified period from the date of taking over charge of the post as per the terms and conditions of the appointment letter. The probationary period may be extended or curtailed at the discretion of the Competent Authority. After successful completion of probationary period, they will be considered for confirmation in accordance with the extant rules.
12. 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, 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. However, final decision in this regards will be taken as per guidelines of CSIR on the subject.
13. Any discrepancy found at any stage of this recruitment process, between the information given in application and as evident in original documents, will make the candidate ineligible for this post.
14. No travelling allowance shall be paid to the candidates for appearing in the Trade Test/ written examinations.
15. **It may also be noted that if at any stage of the examination (trade/proficiency test or written exam) sufficient number of candidates (minimum three candidates) are not found for any post (s), the further test/examination will be cancelled for that post.**
16. The decision of the Director, CSIR-CSMCRI, Bhavnagar in all matters relating to eligibility, acceptance or rejection of applications, mode of selection and conduct of examination will be final and binding on the candidates.
17. For any further information regarding this examination, the Candidates are required to visit CSIR-CSMCRI website (<http://www.csmcri.res.in>) from time to time.
18. The minimum age should not be less than 18 years.

V. **HOW TO APPLY:**

1. Eligible candidates are required to apply ONLINE through the link available on the website <http://www.csmcri.res.in> No other mode of application will be considered.
2. The candidates must go through the instructions page in the www.csmcri.res.in before applying online for the above-mentioned posts.
3. Candidates are required to pay an amount of ₹ 500/- **Non refundable** (Rupees Five Hundred only) towards application fee (Separately for each post-code) through the link available in the online application. **SC/ST/PwD/Women/CSIR Employees/Ex-Servicemen are exempt from payment of application fee.** No other mode of payment is allowed like DD, Challan, Postal Orders etc.
4. The payment details (Receipt Number / Challan Number) are required to be mentioned at the designated place of application.
5. Candidate is also required to upload his /her photo (not exceeding 50kb) and signature (not exceeding 20kb) at the respective specified places.
6. In case of Universities/Institute awarding CGPA/SGPA/OGPA grades etc., candidates are requested to convert the same into percentage based

on the formula as per their university/institute.

7. Applications from employees of Government Departments/ Autonomous Bodies / Public Sector Undertakings will be considered only if application is forwarded through proper channel and NOC and vigilance clearance certificate from the department in this regard is uploaded.

VI. Documents to be uploaded (as a single pdf) in the order (Whichever is applicable)

- a) 10th Class Mark Sheet / Passing certificate
- b) 12 / XII Class Mark Sheet / Passing Certificate (If applicable)
- c) ITI Mark Sheets / Passing Certificate. (If applicable)
- d) MBA Mark Sheets / Passing Certificate. (If applicable)
- e) BE OR B.Tech Mark Sheets / Passing Certificate. (If applicable)
- f) B.Sc. Mark Sheets / Passing Certificate. (If applicable)
- g) And Other Essential Education/Qualification Certificate/Diploma/Degree, as the case may be.
- h) Birth Certificate issued by the Registrar of Births and Deaths or the Municipal Corporation or any other prescribed authority, whosoever has been empowered under the Registration of Birth and Deaths Act, 1969 to register the birth of a child born in India (only if not mentioned in Secondary or Senior Secondary School Certificate)
- i) NOC and Vigilance Clearance Certificate from the present Employer (If applicable)
- j) Caste Category Certificate (If applicable)
- k) Others (If any)

Any further information regarding this Advertisement like date, time and written test or otherwise, any addendum / corrigendum or any variation in number of posts / cancellations of post(s) etc. will be made available through CSIR-CSMCRI website www.csmeri.res.in only. Therefore, the candidates are advised to keep a regular watch accordingly.

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

NO INTERIM ENQUIRY OR CORRESPONDENCE WILL BE ENTERTAINED.

**Sd/-
CONTROLLER OF ADMINISTRATION**