



## CSIR- INDIAN INSTITUTE OF INTEGRATIVE MEDICINE

CANAL ROAD, JAMMU-180001(UT of J&K)

Website: (<http://www.iiim.res.in>)

**ADVERTISEMENT NO.15/2021 Dated:15.12.2021**

**Date of Commencement of Online Application: 21/12/2021**

**Last Date for Receipt of Online Application: 11/01/2022 till 05:00 P.M**

**Last Date for Receipt of Hard Copy of Online Application: 22/01/2022**

**(For candidates residing in far flung areas viz North Eastern regions, Andaman & Nicobar Islands, Lakshadweep, Lahaul & Spiti Districts of Himachal Pradesh, U.T of Ladakh, etc. the last date of receipt of hard copy of Online Applications is 28.01.2022)**

CSIR-Indian Institute of Integrative Medicine (CSIR-IIIM), Jammu, one of the constituent units of the Council of Scientific & Industrial Research (CSIR). CSIR is a premier multi-disciplinary R&D organization in India which is an autonomous body under the Ministry of Science & Technology, Government of India. CSIR-IIIM, Jammu is engaged in high-quality research and development with a primary focus on drug discovery from natural resources.

Applications for the following posts in the prescribed online application form are invited from the young and dynamic candidates, who have excellent academic record & experience in the given areas as per the following details:

Post Code	Details of post	Level and Pay Matrix	Essential Qualification	Desirable Qualification	Job Requirement
T-01	Sr. Technical Officer (3)/ Group III (6) No of Post: One (UR) Maximum age: 40 years	Level-12 [78800-209200]	M.Sc. Chemistry/B.Pharm or equivalent with minimum 55% marks and seven years' experience in the relevant field.	Experience in Isolation, Characterization of secondary metabolites and handling Analytical Instruments such as NMR, GCMS, LCMS, HPLC.	To provide Natural Product Chemistry and Analytical Chemistry services in the drug discovery program of the Institute.  The selected candidate will be required to work as a team member in a group

T-02	Sr. Technical Officer (3)/ Group III (6) No of Post: One (UR) Maximum age: 40 years	Level-12 [78800-209200]	M.Sc. Chemistry/ B. Pharm or equivalent with minimum 55% marks and seven years' experience in the relevant field.	Experience in Analytical Chemistry, method development, operation and maintenance of Instruments such as NMR, GCMS, LCMS, HPLC. Candidates having experience in working in accredited regulatory environment/ industry will have added advantage.	To provide Analytical Chemistry services in the drug discovery program of the Institute.  The selected candidate will be required to work as a team member in a group
T-03	Sr. Technical Officer (3)/ Group III (6) No of Post: One (UR) Maximum age: 40 years	Level-12 [78800-209200]	M.Sc. Microbiology/ Biotechnology/ Clinical Microbiology/Virology/Clinical Virology/Biochemistry/Clinical Biochemistry/Virology and Immunology or equivalent with minimum 55% marks and seven years' experience in the relevant field.	Experience in target based and phenotypic screening of anti-viral compounds and development of anti-viral drug discovery assays for human pathogenic viruses as evident from reputed peer reviewed publications/patents. Experience of working in BSL-3 or BSL-4 Lab is desirable. Candidates having industry experience will have added advantage.	To setup anti-viral drug discovery assays and carry out screening of anti-viral compounds.  Selected candidate will be required to work as team member in a group
T-04	Sr. Technical Officer (1)/ Group III (4) No of Post: One (UR) Maximum age: 35 years	Level-10 [56100-177500]	BE/B.Tech in Civil Engineering or equivalent with minimum 55% marks and two years' experience in the relevant field.	Experience in tendering, estimation, supervision of works, recording of measurements and preparation of running/final bills and handling of contract Management. Communication with the PMC, contractors and other stakeholders. Knowledge of AutoCAD, Projects management software and other Civil Engineering IT tools and MS Office is desirable.	The selected candidate is expected to manage Civil Engineering works of the Institute and will be responsible for tendering, estimates, supervision of works, recording of measurements and preparation of running/final bills and handling of contract management.

T-05	Sr. Technical Officer (1)/ Group III (4) No of Post: One (UR) Maximum age: 35 years	Level-10 [56100-177500]	BE/B.Tech in Civil Engineering or equivalent with minimum 55% marks and two years' experience in the relevant field.	Experience in tendering, estimation, supervision of works, recording of measurements and preparation of running/final bills and handling of contract Management. Communication with the PMC, contractors and other stakeholders. Knowledge of AutoCAD, Projects management software and other Civil Engineering IT tools and MS Office is desirable.	The selected candidate is expected to manage Civil Engineering works of the Institute and will be responsible for tendering, estimates, supervision of works, recording of measurements and preparation of running/final bills and handling of contract management.  Position is for CSIR-IIIM Branch Laboratory, Srinagar, Kashmir.
T-06	Technical Officer/ Group III (3) No of Post: One (UR) Maximum age: 30 years	Level-7 [44900- 142400]	BE/B.Tech. in Biotechnology/ B.Pharm/M.Sc. Biochemistry/ Biotechnology or equivalent with minimum 55% marks (equivalent CGPA).	Experience in operation and maintenance of advanced microscopy such as Confocal, florescence, SEM, TEM. Candidate is expected to do the analysis of samples, interpret the results and submit reports of the samples analyzed.	To provide microscopy services in the drug discovery program of the Institute. The candidate is expected to manage microscopy facilities, assist research groups and train research students in their respective operations.  The selected candidate will be required to work in a team.
T-07	Technical Officer/ Group III(3) No of Post: One (Reserved for OBC) Maximum age: 33 years	Level-7 [44900-142400]	M.Sc in Chemistry/Biochemistry/ B.Pharm or equivalent with minimum 55% marks (equivalent CGPA).	Experience in method development and validation, characterization of markers from medicinal plants, extracts and standardization of AYUSH and Phytopharmaceuticals Drugs.	The selected candidate is expected to work in the area of CMC of Phytopharmaceuticals, Botanical Raw Material, AYUSH Drugs as per regulatory guidelines.  The selected candidate will be required to work in a team.

T-08	<p>Technical Officer/Group III (3) No of Post: One (Reserved for EWS) Maximum age: 30 years</p>	<p>Level-7 [44900-142400]</p>	<p>M. Sc in Zoology/B. Pharm or equivalent with minimum 55% marks (equivalent CGPA)</p>	<p>Experience in conducting toxicological studies in animal models.  Candidates having experience in working in accredited regulatory environment/ industry will have added advantage.</p>	<p>To assist scientists in performing animal experiments for toxicity assessment  The selected candidate will be required to work in a team.</p>
T-09	<p>Technical Assistant/ Group III (2) No. of Post :One (UR) Maximum Age: 28 years</p>	<p>Level-6 [35400-112400]</p>	<p>B.Sc or equivalent, with minimum 60% marks, having Chemistry as one of the subject, and one year experience in handling analytical Instruments, method development and validation from a recognized Institute/ Organization.</p>	<p>Experience in operation of analytical Instruments, develop and validate methods, quantification of markers, calibration and troubleshooting of Analytical Instruments (HPLC, LCMS, NMR etc.),</p>	<p>The selected candidate is expected to operate analytical instruments and able to develop and validate methods, and do quantification of chemical markers.  The selected candidate will be required to work in a team.</p>
T-10	<p>Technical Assistant/ Group III (2) No. of Post :One (Reserved for OBC) Maximum Age: 31 years</p>	<p>Level-6 [35400-112400]</p>	<p>B.Sc or equivalent, with minimum 60% marks, having Chemistry as one of the subject, and one year experience in isolation and characterization of Natural products from a recognized Institute/ Organization.</p>	<p>Experience in isolation and characterization of Natural products in Chemistry laboratory, Operation of high end analytical Instruments and Analytical testing.</p>	<p>To assist scientists in Natural product Chemistry in isolation, characterization, Operation and maintenance of high end instrumentals in chemistry laborator.  The selected candidate will be required to work in a team.</p>

T-11	Technical Assistant/ Group III (2) No. of Post :One (Reserved for OBC) Maximum Age: 31 years	Level-6 [35400-112400]	B.Sc or equivalent, with minimum 60% marks, having Chemistry as one of the subject, and one year experience in handling high end Analytical Instruments from a recognized Institute/ Organization.	Experience of handling high end Analytical Instruments such as NMR, chromatographic and spectroscopic instruments (GCMS, LCMS, HPLC).	To assist scientists in operation and maintenance of high end instrumentals and expected to develop and validate methods and quantification study of their constituents as per regulatory guidelines.  The selected candidate will be required to work in a team.
T-12	Technical Assistant/ Group III (2) No. of Post :One (UR) Maximum Age: 28 years	Level-6 [35400-112400]	B.Sc or equivalent, with minimum 60% marks, having Chemistry as one of the subject, and one year experience in process development and up scaling from a recognized Institute/ Organization.	Experience of process development and up scaling of processes developed at lab scale.	To assist scientists in process development and up scaling.  The selected candidate will be required to work in a team.
T-13	Technical Assistant/ Group III (2) No. of Post :One (UR) Maximum Age: 28 years	Level-6 [35400-112400]	B.Sc. or equivalent, with minimum 60% marks, having Botany as one of the subject, and one year full time experience in the identification and collection of the plants from a recognized Institute/ Organization.	Practical/working knowledge of plant identification and collection, herbarium and crude drug repository management.	Assisting scientists in field studies for plant collection, herbarium and crude drug repository management.  The selected candidate will be required to work in a team.
T-14	Technical Assistant/ Group III (2) No. of Post :One (Reserved for OBC) Maximum Age: 31 years	Level-6 [35400-112400]	B.Sc. or equivalent, with minimum 60% marks, having Zoology as one of the subject, and one year experience in the pharmacokinetics studies from a recognized Institute/ Organization.	Experience in conducting pharmacokinetics experiments and using sophisticated analytical techniques.	To assist scientists in performing in-vitro and in-vivo ADME studies.  The selected candidate will be required to work in a team.

T-15	Technical Assistant/ Group III (2) No. of Post :One (UR) Maximum Age: 28 years	Level-6 [35400-112400]	B.Sc. or equivalent, with minimum 60% marks, having Microbiology/ Biotechnology as one of the subject, and one year experience in the microbiology or microbial biotechnology from a recognized Institute/Organization.	Experience in isolation and Characterization of micro-organisms and conducting lab experiments in Microbiology/ microbial biotechnology.	To assist scientists in microbiology and fermentation research.  The selected candidate will be required to work in a team.
T-16	Technical Assistant/ Group III (2) No. of Post :One (Reserved for OBC) Maximum Age: 31 years	Level-6 [35400-112400]	B.Sc. or equivalent, with minimum 60% marks, having Microbiology/ Biotechnology as one of the subject, and one year experience in the Fermentation Technology from a recognized Institute/ Organization.	Experience in isolation, Characterization of micro-organisms and conducting lab experiments in Fermentation technology at fermenter scale	To assist scientists in Microbiology and Fermentation technology.  The selected candidate will be required to work in a team.
T-17	Technical Assistant/ Group III (2) No. of Post :One (Reserved for OBC) Maximum Age: 31 years	Level-6 [35400-112400]	B.Sc. or equivalent, with minimum 60% marks, having Zoology as one of the subject, and one year experience in the laboratory animal handling and maintenance from a recognized Institute/ Organization.	Experience of animal handling, maintenance and experimentation is desirable.	To assist scientists in Animal house management and maintenance.  The selected candidate will be required to work in a team.
T-18	Technical Assistant/ Group III (2) No. of Post :One (Reserved for OBC) Maximum Age: 31 years	Level-6 [35400-112400]	B.Sc. or equivalent, with minimum 60% marks, having Zoology as one of the subject, and one year experience in the mammalian cell culture from a recognized Institute/ Organization.	Experience in mammalian cell culture and cell based Screening of compounds against cell lines.	To assist scientists in cell based Screening of compounds.  The selected candidate will be required to work in a team.

T-19	<p>Technical Assistant/ Group III (2) No. of Post :One (UR) Maximum Age: 28 years</p>	<p>Level-6 [35400-112400]</p>	<p>Diploma in Electrical Engineering of at least three years full time duration, with minimum 60% marks and experience of 02 years in the Maintenance of the electrical installation from a recognized Institute/Organization.</p> <p>OR</p> <p>Diploma in Electrical Engineering of at least two years full time duration in case of lateral admission in diploma course, with minimum 60% marks and experience of 02 years in the Maintenance of the electrical installation from recognized Institute/Organization.</p>	<p>Three years experience in electrical estimation, site supervision, maintenance of electrical installation, and operation maintenance of DG sets, solar plant and solar water heating system etc. Experience in computer application/Computer Aided design (CAD) will have added advantage.</p>	<p>To Assist in day to day activities related to operation and maintenance of electrical installation to ensure uninterrupted power supply.</p> <p>Position is for CSIR-IIIM Branch Laboratory, Srinagar, Kashmir.</p>
T-20	<p>Technical Assistant/ Group III (2) No. of Post :One (Reserved for EWS) Maximum Age: 28 years</p>	<p>Level-6 [35400-112400]</p>	<p>Diploma in Computer Engineering of at least three years full time duration, with minimum 60% marks and experience of 02 years in the Maintenance of the Desktop support and computer Network from a recognized Institute/Organization.</p> <p>OR</p> <p>Diploma in Computer Engineering of at least two years full time duration in case of lateral admission in diploma course, with minimum 60% marks and experience of 02 years in the Maintenance of the Desktop support and computer Network installation from recognized Institute/Organization.</p>	<p>Experience in Management, Maintenance and upkeep of LAN/Network and desktop support.</p>	<p>To undertake management, maintenance of Computer Network, desktops and peripherals of the Institute.</p> <p>Position is for CSIR-IIIM Branch Laboratory, Srinagar, Kashmir</p>

T-21	Technical Assistant/ Group III (2) No. of Post :One (UR) Maximum Age: 28 years.	Level-6 [35400-112400]	B.Sc or equivalent, with minimum 60% marks, having Chemistry as one of the subject, and one year experience in handling high end Analytical Instruments from a recognized Institute/Organization.	Experience of handling high end Analytical Instruments such as NMR, GCMS, LCMS, HPLC.	To assist scientists in operation and maintenance of high end instrumentation facility and documentation as per regulatory requirement. The selected candidate will be required to work in a team.  Position is for CSIR-IIIM Branch Laboratory Srinagar, Kashmir
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**UR:** Unreserved; **EWS:** Economically Weaker Section; **OBC:** Other Backward Class

Interested candidates fulfilling the above conditions may apply online on the **CSIR-IIIM website** [www.iiim.res.in](http://www.iiim.res.in).

MODE OF SELECTION	FOR THE POSTS OF	POST CODE
Interview	Sr. Technical Officer (1) & Sr. Technical Officer (3)	T-01 to T-05
Written Test	Technical Officer	T-06 to T-08

The prescribed Essential Qualifications are a bare minimum and mere possession of the same will not entitle the candidates to be called for Interview/Written Test. The Screening Committee will adopt its own criteria to shortlist the candidates for the Interview/Written Test.

MODE OF SELECTION	FOR THE POSTS OF	POST CODE
The candidates as recommended by the Screening Committee will be invited for Trade/ Skill Test. Those who qualify in the Trade/Skill Test will be invited for a Competitive Written Examination. The final merit list will be prepared on the basis of the performance of the candidates in the Competitive Written Examination.	Technical Assistant	T-09 to T-21

**Syllabus for Written Test.**

For these posts, there will be three papers (Paper-I, Paper-II and Paper-III). The second and third paper will be evaluated only for those candidates who secure the minimum threshold marks (to be determined by the Selection Committee) in the first paper.



**Mode of Examination: OMR Based or Computer Based Objective Type Multiple Choice Examination.**

**Paper I, II & III will be Objective Type Multiple Choice Examination.**

<b>Standard of Exam</b> [Post Code:T-06 to T-08]	Post Graduate Diploma/Post Graduation/B.E/B.Tech Level (based on the advertised qualification of the post).
<b>Standard of Exam</b> [Post Code:T-09 to T-21]	Diploma/Graduation Level (based on the advertised qualification of the post).
<b>Medium of Questions</b>	The questions will be set both in English and Hindi except the questions on the English Language.

**Paper-I (Time Allotted -1 hour)**

Subject	No. of Questions	Maximum Marks	Negative Marks
<b>Mental Ability Test*</b>	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 also include General Intelligence, Quantitative Aptitude, Reasoning, Problem Solving, Situational Judgment, 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)	One negative mark for every wrong answer
English Language	25	75 (three marks for every correct answer)	One negative mark for every wrong answer

**Paper-III (Time Allotted- 90 minutes)**

Subject	No. of Questions	Maximum Marks	Negative Marks
Concerned Subject	100	300 (three marks for every correct answer)	One negative mark for every wrong answer

## **GENERAL INFORMATION**

### **I. Benefits under Council Service**

1. These posts carry usual allowances i.e. Dearness Allowance (DA), House Rent Allowance (HRA), and Transport Allowance (TA) as admissible/applicable to CSIR employees posted at CSIR-IIIM, Jammu/Srinagar.
2. Council employees are also eligible for the accommodation of their entitled type as per CSIR allotment rules depending on availability in which case HRA will not be admissible.
3. In addition, Medical Reimbursement, Leave Travel Concession, Conveyance Advance, House Building Advance provisions are applicable, as per Govt. of India/CSIR Rules.
4. The post carries All India Transfer Liability. The appointees are liable to be posted in any of the Laboratories/ Institutes/Extension Centers of CSIR situated in any part of country as and when required.

### **II. OTHER CONDITIONS**

1. The applicant must be a citizen of India.
2. Mere fulfilling of minimum/essential qualification and experience will not vest any right on a candidate for being called for Trade Test/Written Test. A duly constituted Screening/selection committee shall screen the applications received for different posts for short-listing the candidates to be called for Trade Test/Written Test. The candidate should therefore mention in his application, all the qualifications and expenses in the relevant field over and above the prescribed minimum/essential qualification, duly supported with certificates/documents. The Institute reserves the right to call only those candidates for Trade Test/Written Test, who in its opinion are likely to be suitable and no correspondence will be entertained in this regard.
3. Candidate should ensure that he/she possesses minimum/essential qualification/experience, on the last date of receipt of application, in the relevant area as is required for the particular post, for which he/she is applying.
4. The application should be accompanied by self-attested copies of the relevant educational qualification and experience. The prescribed qualifications should have been obtained from recognized Universities/Institutions etc. Incomplete applications received and applications not accompanied with the required certificates/documents are liable to be rejected.
5. In respect of equivalent clause in Essential Qualifications, if a candidate is claiming a particular qualification as equivalent qualification as per the requirement of advertisement, then the candidate is required to produce an 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.

6. The period of experience rendered by a candidate on a part-time basis, daily wages, visiting/guest faculty will not be counted while calculating the valid experience for short listing the candidate for the Interview/Written Test.
7. The period of experience in a discipline/area of work, wherever prescribed, shall be counted with effect from the date of acquiring the minimum prescribed educational qualification for that post.
8. If any document/ certificate furnished is in a language other than Hindi or English, a transcript of the same, duly attested by a Gazetted officer or Notary is to be submitted.
9. The prescribed date for determining the upper age limit, qualifications, and/or experience shall be the closing date for submission of applications.
10. Persons with disabilities (PWD/Divyang) fulfilling the eligibility conditions prescribed under Government of India instructions are encouraged to apply.
11. These posts will be governed by the New Pension Scheme applicable w.e.f. 01.01.2004 as notified by the Government of India and adopted by CSIR and other instructions issued on the subject. 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 old Pension Scheme will continue to be governed by the existing Pension Scheme i.e. CCS(Pension Rules), 1972.
12. Canvassing in any form and/or bringing any influence, political or otherwise, will be treated as a disqualification for the post/s applied for.
13. Date of Interview /Written Test or any other updates as the case may be will be displayed on the CSIR-IIIM website.
14. **No traveling allowance will be reimbursed for Trade/Written Examination.**
15. Only outstation candidates **called for Interview** will be entitled to a single second class to and fro rail fare from the actual place of undertaking the journey or from the normal place of their residence whichever is nearer to Jammu Railway Station on the production of Rail Tickets/Rail Ticket Number or any other proof of journey.
16. Interim enquires related to this recruitment will not be attended to/entertained.

### **III. RELAXATIONS:-**

- (a) The upper age limit is relaxable up to 05 years for SC/ST and 03 years for OBC as per Government orders in force only in those cases where the posts are reserved for respective categories, on the production of relevant certificate in the prescribed format signed by the specified authority at the time of interview.

- (b) Upper age limit is also relaxable up to five years for the regular employees working in CSIR Laboratories/ Institutes, Government Departments, Autonomous Bodies, and Public Sector Undertakings.
- (c) As per GOI provisions, for Widows, Divorced Women and Women Judicially separated from their Husbands; who are not re-married, the upper age limit is relaxable up to the age of 35 years (up to 40 years for members of Scheduled Castes/Scheduled Tribes and up to 38 years for members belonging to the Other Backward Classes in respect of the posts reserved for them). The persons claiming age relaxation under this sub-Para would be required to produce the following documentary evidence:
  - (i) In the case of Widow, Death Certificate of her husband together with the Affidavit that she has not remarried since.
  - (ii) In case of divorced Women and Women judicially separated from their husbands, a certified copy of the judgment/decree of the appropriate Court to prove the fact of divorce or the judicial separation, as the case may be, with an Affidavit in respect of divorced Women that they have not remarried since.
- (d) Age relaxation to Persons with Disabilities (PWD): Age relaxation of 5 years is allowed (total of 10 years for SCs/STs and 8 years for OBCs in respect of the posts reserved for them) to blind, deaf-mute, and orthopedically handicapped persons for appointment to Group 'A' posts/services. The persons claiming age relaxation under this sub-Para would be required to produce a certificate in prescribed Performa in support of their claims clearly indicating that the degree of physical disability is 40% or more. In any case, the appointment of these candidates will be subject to possessing the latest **Disability Certificate issued by Medical Board duly constituted by Central or State Government.**
- (e) Relaxation in age, over and above the stipulated limit, educational qualification, and/or experience may be considered in case of exceptionally meritorious candidates or if sufficient numbers of candidates possessing the requisite qualification and/ or experience are not available to fill up the posts.
- (f) SC/ST/OBC/PWD/EWS candidates are required to produce original certificate in the prescribed format signed by the specified authority at the time of interview. The OBC candidate should produce the certificate valid for appointment to post under the Central Government as per latest instructions issued by the DOPT (GOI).

#### **IV. How to apply:**

- i) Candidates are required to apply ONLINE ONLY through our website <http://www.iim.res.in> followed by sending hard copy of online application duly signed along with copies of mark sheets, certificates, fee payment receipt, and other testimonials etc.
- ii) Online application will be available on our website <http://www.iim.res.in> from 21.12.2021 to 11.01.2022 .

- iii) Interested candidates are advised to apply in time to avoid last minute rush.
- iv) Candidates applying for more than one post code must submit separate applications indicating the post code of the post in the application form. Each application should be accompanied by separate SB Collect payment receipt.
- v) The computer generated application duly signed by the candidate and accompanied by self attested copies of the certificates, mark sheets, testimonials in support of Date of Birth, education qualifications, experience, Category Certificate, EWS Certificate and fee payment receipt, if applicable along with one recent passport size self-signed photograph affixed should be sent in an envelope super scribed "**APPLICATION FOR THE POST OF \_\_\_\_\_** (Post Code \_)" so as to reach the **Senior Controller of Administration, CSIR-Indian Institute of Integrative Medicine, Canal Road, Jammu-180001, (J&K)** on or before **22.01.2022 (28.01.2022 for candidates residing in far flung areas)** . Application once submitted will not be allowed to be withdrawn and fees once paid will not be refunded on any count nor can it be held in reserve for any other recruitment or selection process.

#### **V. Payment:**

Candidates are to deposit a non- refundable fee of Rs. 100/- (Rupee One hundred only) online through **SBI Collect** from the following link only. <https://www.onlinesbi.sbi/sbicollect/icollecthome.htm?corpID=310473>

The SBI Collect reference number generated after the successful payment of fee is required to be mentioned in the online application. The candidates are advised to download the E-receipt (SB Collect receipt) and enclose it along with the hard copy, which is to be sent to the Institute by Speed Post.

**The candidates belonging to SC/ST/PWD/Women/CSIR Employees are exempted from payment of application fee.**

The following details must be mentioned on the backside of printed copy of generated acknowledgement of remitted application fee.

- i) 1. Candidate's Name    2. Application No.    3. Post code Applied for    4. Candidate's category
- ii) *The last date for receipt of hard copy of application is **22.01.2022**. (For candidates residing in far flung areas viz North Eastern regions, Andaman & Nicobar Islands, Lakshadweep, Lahaul & Spiti Districts of Himachal Pradesh, U.T of Ladakh, etc. the last date of receipt of hard copy of Online Applications is **28.01.2022**)*
- iii) In case of Universities/Institute/Boards awarding Grades etc., candidates are required to convert the same into percentage based on the formula given by their University/Institute/Board, which is to be supported also by relevant documents. In the absence of any formula being available, it may be considered either as linear scale (example: Grade of 8.65 =86.5% and vice versa) or any other formula may be considered by CSIR-IIIM to arrive at the percentage of marks. Institute's decision in this regard will be final and binding on the applicants.

- iv) After completely filling the online application form candidate can submit and take printout of the generated filled application. Candidates need to note down the application number for future communication. **The candidate must sign the computer-generated application while sending the hardcopy of application.**
- v) Applications from the employees of Government Departments will be considered only if forwarded through proper channel, with a vigilance clearance certificate and a certificate from the employer that the applicant, if selected will be relieved within one month of the receipt of the appointment orders. However, advance copy of the application may be submitted before the closing date. Applications routed through proper channel should reach **CSIR-IIIM, Jammu** at the earliest.
- vi) Candidates should specifically note that the applications received after the closing date for any reason whatsoever (such as envelopes wrongly addressed, delivered elsewhere, postal delay etc.) will not be entertained by the Institute.
- vii) Incomplete applications (i.e. without photograph, application fee, applicable testimonials and unsigned applications, etc.) will not be entertained and will be summarily rejected.

**VI. List of enclosures - Self-attested copies of the following documents must be enclosed with the hard copy sent by post:**

- a) One colour photograph pasted on the form and signed across in full.
- b) Self-attested photocopy of Certificate(HS/HSSC/Birth Certificate) proving Date of Birth.
- c) Printed copy of SBI Collect Reference number.
- d) Self Attested photocopies of Certificates & Marks Sheets (semester wise / year wise) in support of minimum qualification and any other higher qualification.
- e) Self Attested photocopy of category/ EWS certificate, if applicable. In case of widow / divorced women / judicially separated women, the relevant certificate may be attached. Attested copy of disability certificate issued by the Competent Authority in the form prescribed by the GoI.
- f) Self Attested photocopies of experience certificates if any.
- g) NOC in case of employees working in Govt. Departments/Autonomous Bodies/Public Sector Undertakings.
- h) Candidates applying for more than one post must submit separate Application form for each Post indicating the Post Code number by indicating all the post codes in every application submitted by the candidate.

Any update regarding this Advertisement will be uploaded on CSIR-IIIM website only. Hence, candidates are advised to keep checking the website for updates regularly.

**Sd/-**  
**SR. CONTROLLER OF ADMINISTRATION**