



वै.ओ.अ.प.-भारतीय समवेत औषध संस्थान
CSIR-Indian Institute of Integrative Medicine
 नहर मार्ग, जम्मू, जम्मू व कश्मीर (कें.शा.प्र.) - 180001
 Canal Road, Jammu, Jammu & Kashmir (U.T.) - 180001



Advertisement No. 02R/2025 dated 24.01.2025

Opening Date of Online Applications: 06.02.2025	Closing Date of Online Applications: 07.03.2025 (11:30 PM)
Last date of receipt of hard copy of online generated applications: 14.03.2025 (For candidate residing in far flung areas viz North Eastern Regions, Andaman & Nicobar Islands, Lakshadweep, Lahaul & Spiti District of Himachal Pradesh, UT of Ladakh etc., the last date of receipt of hard copy of online application is 19.03.2025)	

A unique opportunity for research careers in Science & Technology

CSIR-Indian Institute of Integrative Medicine (CSIR-IIIM), Jammu, is one of the constituent Institutes of the Council of Scientific & Industrial Research (CSIR), 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 having primary focus on drug discovery from natural resources (medicinal plants and microbial species). The key research areas of CSIR-IIIM are (i) Natural Products/ Medicinal/ Analytical/ Bio-Organic Chemistry; (ii) Plant Sciences (Plant Biotechnology/ Biodiversity/ Genetic Resources/ Taxonomy/ Ethno Biology); (iii) Fermentation Technology; (iv) Clinical Microbiology; (v) Biological/ Pharmacological Sciences; (vi) Quality Control/ Quality Assurance; and (vii) cGMP/ Formulation Development.

CSIR-IIIM offers excellent infrastructure support, start-up research funding along with a vibrant environment to perform collaborative research in interdisciplinary areas. Additionally, access to resources of other CSIR Institutes and strong networking with medical institutes, hospitals and universities provide opportunities to do globally competitive drug discovery.

The Institute is interested in recruiting enthusiastic young researchers with proven track record of scientific achievements. The candidates with industrial research experience and those with aptitude and attitude for undertaking collaborative drug discovery projects, rather than individual-driven research, will be preferred. The emoluments and age limit for various posts, as per norms, is summarized as under:

CSIR-IIIM strives to have a work-force which reflects Gender balance and Woman candidates are encouraged to apply.

Designation	No. of Posts & Reservation	Pay Level (As per 7 th CPC)	Total Emoluments (As per 7 th CPC)	Upper Age Limit
Scientist	<u>Total Posts: 11</u> UR: 06 OBC(NCL): 03 SC: 01 ST: 01	Level 11	₹1,20,600/- * (approx.)	32** years

* Total Emoluments means approximate total emoluments on minimum of Pay Level inclusive of Basic Pay, Dearness Allowance (DA), House Rent Allowance (HRA), Transport Allowance (TA) etc. in Class 'Y' City.

** Please see age relaxation under Age Limit & Relaxations column.

Abbreviations used: UR - Unreserved; OBC(NCL) - Other Backward Class (Non-Creamy Layer), SC - Scheduled Caste, ST - Scheduled Tribe.

Description of Posts:

Post Code, Area, No. of Posts & Category	Essential Qualification	Desirable Qualification/ Experience	Job Requirements/ Specifications#
S-1 Plant Biodiversity (Plant Identification and Collection) No. of Post(s): 01 (UR: 01)	Ph.D. submitted in the area of Botany/ Plant Taxonomy/ Biosystematics or equivalent.	Research experience in the area of field exploration, identification and authentication of higher plants using morphological, anatomical and molecular means as evident from peer reviewed SCI publications and patents. Experience in managing herbarium and crude drug repository.	To undertake floristic surveys for the biodiversity assessment, collection and identification of flora using traditional and modern approaches, management of herbarium and crude drug repository.
S-2 Agriculture Extension No. of Post(s): 01 (OBC-NCL)	Ph.D. submitted in the area of Agricultural Extension or equivalent.	Experience/ contribution to research extension as evident from peer reviewed SCI publications and patents. Experience in planning/ monitoring/ evaluation/ coordination of agricultural extension research, frontline extension, demonstration and handling post extension farmers issues.	To undertake demonstration of the economically important medicinal and aromatic crops, their extension and handle post extension issues, organizing awareness programmes, training, skill development programmes at CSIR-IIIM experimental farms and farmers field. The candidate is expected to be a part of the team in farm management, extension, societal programmes and required to work in a team in CSIR-IIIM.
S-3 Plant Metabolomics, Pathway Elucidation and Engineering No. of Post(s): 01 (UR)	Ph.D. submitted in Botany/ Biotechnology/ Biochemistry/ Life Sciences/ Biological Sciences/ Science.	Experience in the area of plant secondary metabolites identification, purification and biosynthetic pathways, regulation of metabolic pathways and engineering through modulation of expression of genes through over expression or genome-editing approaches as evident from research publications.	To work for the Plant Metabolomics and Pathway elucidation and Engineering using modern approaches.
S-4 Pharmacology No. of Post(s): 01 (UR)	Ph.D submitted in Pharmacology/ Toxicology/ Biochemistry/ Biotechnology or equivalent.	Experience in drug discovery and molecular pharmacology. Experience in cells and animals based pharmacological studies as evident from peer reviewed publications and patents.	Selected candidates are required to work in natural products-based drug discovery programs and are required to interact effectively with other groups/ collaborators and integrate well with institutional mandate/ research programs, write extramural grants.
S-5 PK/PD Toxicology No. of Post(s): 01 (UR)	PhD submitted in Biological Sciences or Pharmacology or equivalent.	Experience in conducting in-vitro ADME studies as well as PK and Toxicology studies in animal models for profiling of in-house	The candidate is expected to be part of drug discovery programme of the Institute and have to carry out cell based and animal

		molecules. Hands on experience in handling instruments like HPLC/ LC-MS/MS. Above experiences be evident from peer-reviewed publications and patents.	experimentations for PK and Toxicological profiling of in-house natural/ semi-synthetic/synthetic molecules.
S-6 Regulatory Toxicology No. of Post(s): 01 (UR)	PhD submitted in Regulatory Toxicology or equivalent	Experience in regulatory toxicology with knowledge of Global & Indian regulatory requirements. Experience with in-vivo and in-vitro toxicology studies.	Prepare regulatory toxicology documentation and ensure compliance with global guidelines (CDSCO, FDA, EMA, ICH, WHO). Design, conduct, and interpret a range of toxicology studies (acute, chronic, reproductive, etc.) and ensure adherence to GLP. Work closely with regulatory, clinical, and R&D groups to drive comprehensive safety evaluations. Design and oversee preclinical studies with Contract Research Organizations (CROs), ensuring regulatory compliance.
S-7 Quality Control & Quality Assurance No. of Post(s): 01 (UR)	PhD submitted in the area of Organic Chemistry/ Pharmaceutical Analysis/ Analytical Chemistry or equivalent.	Experience in operation and troubleshooting of modern spectroscopic and chromatographic instruments like LC-MS/MS, GC-MS/MS, HPLC, ICPMS. Experience in CMC and stability studies, food testing, nutraceutical profiling and analysis as evident from peer reviewed publications and patents. Acquaintance of the requirements of regulatory guidelines.	Selected candidate is required to work in Quality Control and Quality Assurance laboratory, to perform analytical testing of commercial as well as Institutional R&D samples as per the standards and regulatory guidelines (NABL, CDSCO, FSSAI etc).
S-8 Instrumentation No. of Post(s): 01 (OBC-NCL)	PhD submitted in Analytical Chemistry/ Organic Chemistry/ Pharmaceutical Analysis OR ME/M.Tech. in Instrumentation or equivalent.	Experience in operation, maintenance, troubleshooting and management of sophisticated analytical instruments/ working in the Analytical or NABL Accredited Laboratory with publications in peer reviewed journals in the area of analytical chemistry. Industry experience in operation and management of Instrumentation facility.	Selected candidate will be required to work in Instrumentation Division and provide operational and maintenance support for Chromatographic and Spectroscopic instruments like LC-MS/MS, GC-MS/MS, HPLC, NMR, Microscopy.
S-9 Chemical Engineering	M.E./M.Tech Chemical Engineering or	Experience in up scaling the lab level processes to kilo and industrial scale,	Selected candidate will be required to work closely with the scientists involved in

No. of Post(s): 01 (SC)	equivalent.	upstream and downstream processes. Industry experience in large scale extraction of medicinal plant active ingredients, handling plant extracts in GMP plant in industrial/commercial setup.	phytopharmaceutical drug development, nutraceuticals, formulation, process chemistry and is expected to be part of dynamic team engaged in process upscale from lab to industrial scale.
S-10 Artificial Intelligence/ Machine Learning Total Post(s): 01 (OBC-NCL)	ME/M.Tech. in Computer Science/ Data Science/ AI&ML/ Mathematics & Computing or equivalent. OR PhD submitted in the area of Computer Science/ Data Science/ AI&ML/ Mathematics & Computing or equivalent.	Experience in developing AI & ML techniques using Common data science toolkits, Data visualisation tools, Query languages & SQL databases and, Advanced data analytics.	Selected candidate will be required to work in AI, ML, advanced data analytics and R&D towards developing decision support system through data mining techniques and building high quality prediction systems. Work closely with Scientists involved in various aspects of Drug Discovery and lead R&D activities in data science and develop advanced decision support system and high quality prediction systems.
S-11 Medicinal Chemistry No. of Post(s): 01 (ST)	PhD submitted in the area of Chemistry/ Organic Chemistry/ Chemical Sciences or equivalent.	Experience in Design and synthesis of small molecules, multi-step synthesis, designing of chemical compounds for biological activity and data analysis, Molecular Modeling/ docking. Experience be evident from published work in peer reviewed publications and patents.	Design and synthesis of novel chemical compounds for target-based drug discovery.

Selected candidates are expected to pursue translational research relevant to Institution's R&D programs and be a part of dynamic team engaged in natural product-based drug discovery, interact effectively with other groups/collaborators and integrate well with institutional mandate/ research programs, write extramural grants and take up consultancy/industry sponsored R&D Projects. Selected candidates will be required to work under the mentorship of senior colleagues and share lab space with other Scientists.

Abbreviations used: UR - Unreserved; OBC-NCL - Other Backward Class (Non-Creamy Layer); SC - Scheduled Caste; ST - Scheduled Tribe.

General Information and Conditions

1. Benefits under Council service:

- a) These posts carry usual allowances i.e., Dearness Allowance (DA), House Rent Allowance (HRA), Transport Allowance (TA) etc. as admissible to the central government employees and as made applicable to CSIR employees at the place of posting. Council employees are also entitled to accommodation according to the CSIR Residence Allotment Rules, subject to availability. If council or government accommodation is utilized, HRA will not be provided.
- b) In addition to the emoluments indicated against each category of posts, benefits such as reimbursement of Medical Expenses, Leave Travel Concession and Children's Education Allowances etc. are also available as per CSIR/Govt. of India (GoI) Rules as applicable to the Council Servants.
- c) The selected candidates will be governed by the 'National Pension System' or Extant Pension System based on defined contributions as adopted by CSIR for its employees.
- d) CSIR provides excellent opportunities to deserving candidates for career advancement under Assessment Promotion scheme for Scientists, as per rules as amended from time to time.
- e) Deserving candidates may be considered for advance increments based on recommendations of the Selection Committee, subject to acceptance by the Competent Authority, in accordance with the provisions outlined in the CSIR Recruitment and Promotion Rules.
- f) In regard to all the matters concerning service conditions of employees of the Society, Central Civil Services (Conduct) Rules, 1964 and Central Civil Services (Classification, Control and Appeal) Rules, 1965, the Fundamental and Supplementary Rules framed by the Govt. of India and such other rules and orders issued by the Govt. of India from time to time shall apply to the extent applicable to the employees of the Council.
- g) All the posts carry All India Service Liability (AISL) i.e. the candidate on selection may be asked to serve anywhere in the country.

2. Other conditions:

- a) The applicant must be a citizen of India.
- b) All applicants must fulfill the essential requirements of the post and other conditions specified in the advertisement by the last date of receipt of online applications. Applicants are advised to ensure that they possess the essential qualifications/experience for the post(s) against which they are submitting their application(s). Inquiries regarding eligibility will not be entertained.
- c) The prescribed essential qualifications/experience are minimum and should be in the area as mentioned against respective post code. Mere possession of the prescribed essential qualifications/experience does not entitle candidates to be called for the interview. Duly constituted Screening Committee will adopt its own criteria for short-listing the candidates for interview. Applicants should therefore provide all relevant information over and above the prescribed minimum qualification in their application, supported by appropriate documentation. Candidates must ensure that all information is complete and accurate. Candidates applying for the position with a Ph.D. (submitted) are advised to include valid documentary proof of their thesis submission with date, issued by the appropriate authority of their University/Institution. Completion of Ph.D./Masters Degree will be reckoned from the date of issue of Provisional Certificate/Notification of Result/Awarded Date, as the case may be. The candidates are required to upload one page Synopsis/ Abstract of Ph. D thesis/ M.Tech dissertation, wherever applicable.
- d) Applicants currently working in CSIR/Government Organizations/Autonomous Bodies/Statutory Bodies/Universities/PSUs etc., as regular employee must inform their department or office and upload a "No Objection Certificate" (NOC) from their employer at the time of submitting the online application (as per attached format), failing which their candidature will NOT be considered.

- e) Applications not duly filled or uploaded without required certificates/documents will be summarily rejected.
- f) The screening and selection of candidates will be conducted on the basis of the documents and information provided in the online application only. If at any stage it is discovered that a candidate does not meet the prescribed eligibility criteria or has submitted incorrect or false information in the application form; their candidature will be cancelled, even after selection and CSIR-IIIM/CSIR will not be responsible for any consequences resulting from the submission of such false/inaccurate information. Therefore, the candidates must ensure that all information provided in the online application are accurate and correct.
- g) If a candidate claims a qualification as equivalent to those specified in the advertisement, they must provide an order/notification or letter indicating the authority (including number and date) that recognizes this equivalence. Failure to provide such documentation may result in the rejection of the application. The decision of the competent authority of CSIR-IIIM concerning the equivalence of qualifications and the recognition of Universities/Institutes shall be final and binding.
- h) The period of experience in a discipline/area of work, wherever prescribed, shall be counted after the date of acquiring the minimum prescribed educational qualifications.
- i) If any document or certificate is in a language other than Hindi or English, a self-attested transcript in Hindi or English is to be submitted with the application.
- j) The date for determining the upper age limit, qualifications and/or experience shall be the closing date prescribed for submission of online applications i.e. last date of submission of online application.
- k) Persons with benchmark disabilities (PwBD) fulfilling the eligibility conditions prescribed under GOI instructions are encouraged to apply. Relaxation in age limit shall be applicable irrespective of the fact whether the post is reserved for them or not, provided the post is identified suitable for the Persons with Benchmark Disabilities.
- l) If a candidate is residing abroad, they may request to attend the interview online or have their candidature considered in-absentia by the Selection Committee. This request must be submitted in writing. However, the decision of the appointing authority in this regard shall be final and binding.
- m) Only outstation candidates called and found eligible for interview may be paid single to and fro second-class rail fare from the actual place of undertaking the journey or from the normal place of their residence whichever is nearer to the place of interview on production of Rail Tickets/Rail Ticket Numbers or any other proof of journey performed within India, as per rules. For road journeys between stations not connected by rail, the actual bus fare or road mileage at the lowest rate, may be reimbursed on production of documentary proof (bus tickets), as per GOI instructions on this subject.
- n) Any discrepancies between the information provided in the application and the original documents will render the candidate ineligible unless supported by valid documents/affidavit. In such cases, the candidate will also not receive reimbursement for travel fare.
- o) The decision of the Appointing Authority in all matters relating to eligibility, acceptance or rejection of applications, mode of selection, conduct of examination/interview will be final and binding on the candidates. No enquiry or correspondence will be entertained in this connection from any individual or agency on behalf of the candidate.
- p) Canvassing in any form and/or bringing any influence, political or otherwise, will be treated as a disqualification for the post.
- q) The number of vacancies indicated against each category/post is provisional and may vary at the time of selection.

- r) Date of Birth filled by the candidate in the online application form and the same recorded in the Matriculation/10th Standard or equivalent mark-sheet/certificate indicating date of birth will be accepted for determining the age and no subsequent request for change will be considered/granted. Where date of birth is not available in certificate/mark sheets issued by concerned Educational Boards, School leaving certificate indicating Date of Birth will be considered.
- s) The Appointing Authority reserves the right to cancel the advertisement without providing any reason and may also decide not to fill any or all positions, if necessary.
- t) Notifications about the date of the interview, the recommendations of the Screening/Selection Committees, and any further updates, notices, addendum or corrigendum related to this advertisement will be posted solely on the CSIR-IIIM official website www.iiim.res.in. No individual notifications will be sent to candidates, thus the candidates are advised to check the official website regularly.
- u) The selected candidates will be on probation for a specific period from the date of taking over charge of the post. 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.
- v) Where a specific area or discipline is required as eligibility criteria for the post and if the same is not evident from the candidate's marks sheet and/or degree certificate from the concerned university, the candidates must provide valid document(s) to substantiate their claims, else, the decision of the Screening Committee regarding the acceptance or rejection of such claims will be final and binding on the candidates.
- w) Candidates should indicate as to whether any of their blood/close relatives [relation to a Government servant include the wife or husband, son or daughter, parents, brothers or sisters or any person related to any of them by blood or marriage, whether they are dependent on the Government servant or not] is working in CSIR-IIIM or any other National Labs/Institutes/Hqrs./ Units of the CSIR.
- x) **NO INTERIM ENQUIRY OR CORRESPONDENCE WILL BE ENTERTAINED.**

3. Age Limit & Relaxations:

- a) The upper age limit shall be relaxed by 05 years for Scheduled Caste [SC]/Scheduled Tribe [ST] and 03 years for Other Backward Class [OBC (NCL)], as per Government orders in force, **only in respect of those cases where the posts/vacancies are reserved for respective categories.**
- b) SC/ST/OBC(NCL) candidates who apply against the posts not reserved for them i.e. Unreserved (UR) posts will not be eligible for age relaxation and they will be treated at par with general candidates in respect of their selection [Application Fee Exemption is, however, applicable for SC and ST candidates in such cases].
- c) Candidates belonging to the reserved categories of SC/ST/OBC (NCL) must upload a scanned copy of their certificate with their applications. This certificate should be in the prescribed format and issued by the Competent Authority authorized to issue such certificates, as specified by the Government of India.
- d) SC/ST/OBC certificates should be in the prescribed formats for appointment to posts under the Government of India (Gol). The OBC (Non-Creamy Layer) certificates must also meet the Non-Creamy Layer criteria for appointment to posts under the Gol as laid down by the Gol and not for appointment in any of the States of Union bearing references to those State Govt. orders.
- e) Eligibility for OBC candidates will be based on castes listed in the Central List of the Government of India, and their sub-caste must match the entries in this list; otherwise, their candidature will not be considered under any reserved category and will be treated as Unreserved (UR), if otherwise eligible. OBC candidates in the "Creamy Layer" are not entitled to concessions available to the OBC category and must indicate their category as General.

- f) The OBC (Non-Creamy Layer) are required to additionally furnish a 'Form of Declaration' (Annexure-V) supporting their claim that they do not belong to the OBC (Creamy Layer) category based on income for the immediate preceding three financial years.
- g) SC/ST/OBC (NCL)/PwBD/EWS etc. candidates are required to present the original certificate in the prescribed format, signed by the specified authority, as and when asked. Candidate must upload scanned copy of the requisite certificate along with online application. However, the claim of the candidate belonging to specific category will be regulated as per extant GoI guidelines on the subject.
- h) Upper age limit is also relaxable upto five years for the departmental candidates. This relaxation will be admissible to such departmental candidates which are with 3 years continuous service and working in posts which are in the same line or allied cadre and where a relation could be established that the service already rendered in that particular post will be useful for the efficient discharge of the duties of the post to which recruitment is being made. The decision in this regard will rest with the appointing authority.
- i) A candidate claiming to belong to the category of departmental candidate and thus seeking age relaxation under this para would be required to produce a Certificate issued after the date of advertisement from his/her Employer on the Office letter head to the effect that he/she is regularly appointed and not on casual/ad-hoc/daily wages/hourly paid/contract basis employee.
- j) The upper age limit is relaxable up to the age of 35 years (upto 40 years for members of Scheduled Castes/Scheduled Tribe candidates in respect of the posts reserved for them) for Widows, divorced Women and Women Judicially separated from their Husbands who are not remarried but no relaxation of educational qualification or method of recruitment will be given. The persons claiming age relaxation under this sub-para would be required to produce following documentary evidence:
- i. In case of Widow, Death Certificate of her husband together with the Affidavit that she has not remarried since.
 - ii. In case of divorced Women and Women judicially separated from their husbands, a certified copy of the judgment/decreed of the appropriate Court to prove the fact of divorce or the judicial separation, as the case may be, with an Affidavit in respect of divorced Women and they have not remarried since.
- k) Age relaxation of 10 (Ten) years in upper age limit shall be allowed to persons suffering from the following benchmark disabilities as per GOI instructions: (i) Category A - blindness and low vision; (ii) Category B - deaf and hard of hearing; (iii) Category C - locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy; (iv) Category D - autism, intellectual disability, specific learning disability and mental illness; (v) Category E - multiple disabilities from amongst persons under clauses (A) to (D) including deaf/blindness.
- l) 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.

Note: Definition of the above specified disabilities will be as per "THE RIGHTS OF PERSONS WITH DISABILITIES ACT, 2016".

The persons claiming age relaxation under this sub-para would be eligible for relaxation in conditions/reservation in posts who suffer from not less than 40% of relevant benchmark disability. Those Persons with Benchmark Disabilities (PwBD) who have availed the relaxation will have to submit Certificate of Disability issued by the Competent Authority as per the form V, VI and VII of rule 18(1) under chapter 7 of Rights of Persons with Disabilities Rules, 2017 dated 15.06.2017. The existing certificates of disability issued under the Persons with Disabilities Act 1995 (since repealed) shall continue to be valid for the period specified therein. In any case, the appointment of these candidates will be subject to their being found medically fit in accordance with the standards of medical fitness as prescribed by the Government for each individual Group 'A' posts to be filled by Direct Recruitment by Selection. No Application Fee is payable by them.

PLEASE NOTE, PwBD CANDIDATES SHOULD MENTION IN APPLICATIONS, THEIR CASTE/COMMUNITY LIKE SC/ST/OBC(NCL)/GEN/EWS and also produce Certificate of the concerned

Caste/Community, as this is a horizontal reservation. A candidate under the category PwBD will be considered to be eligible for appointment only if he/she (after such physical examination as the appointing authority may prescribe) is found to satisfy the requirements of physical and medical standards for the applied posts.

- m) Any other Age relaxation shall be applicable as per extant GoI/ CSIR Recruitment Rules.
- n) Relaxation in age, over and above the stipulated limit, educational qualification and/or experience may be considered in the case of exceptionally meritorious candidates with the prior approval of DG, CSIR as per extant CSIR guidelines.

4. Mode of Selection:

- a) Mere fulfilment of prescribed essential educational qualifications does not entitle a candidate to be called for interview. The duly constituted Screening Committee will adopt its own criteria for shortlisting the candidates to be called for interview by any one or more of the following methods:
 - On the basis of higher educational qualifications.
 - On the basis of Desirable Qualifications and/or Desirable Experience in the relevant field or higher than the minimum prescribed in the advertisement.
 - On the basis of patent filed, publications in SCI/Peer Reviewed journals, etc.
 - On the basis of quality, number and authorship (i.e. whether first author or co-author, corresponding author etc.) of Scientific Journal Publications.
 - On the basis of research specialization/Ph.D discipline determined from the topic of research publication/Ph. D Thesis.
 - On the basis of written test/seminar.
 - By counting experience after the acquisition of essential qualifications.
 - By invoking experience even in cases where there is no experience mentioned either as Essential Qualification (EQ) or as Desirable Qualification (DQ).
 - Any other methodology as deemed fit by the Screening Committee.

(The candidate should therefore mention all qualifications and experience possessed by them in the relevant area over and above the minimum prescribed qualifications, supported with documents).

- b) Due weightage will be given to the candidates having experience in product development/ technology innovation/ translational research/ applied technology etc. during the recruitment process. Accordingly, candidates claiming such achievements, if any, must mention them in the online application along with supporting documents.

5. How to Apply:

- a) Eligible candidates are required to apply ONLINE by accessing the website <https://recruit.iim.res.in> or <https://iiim.res.in>. Candidates are advised to carefully read the step-by-step application procedure outlined below before proceeding with their application.
- b) If the candidate does not have a valid email id, he/she should create a new valid email ID before applying online and should be kept active during the entire recruitment process.
- c) Candidates are required to pay application fee of ₹500/- (Rupees Five Hundred Only) through State Bank Collect (SB Collect). No fee is payable, subject to uploading of relevant document, for SC/ST/PwBD/Women/Ex-Servicemen/Regular CSIR Employees/Abroad Candidates. Applications without the prescribed fee will not be considered and summarily rejected. No representation against such rejection would be entertained.
- d) Applications submitted cannot be withdrawn, and fees paid are non-refundable under any circumstances. Additionally, fees cannot be held in reserve for future examinations or selections.
- e) If the Board, University, or Institute awards CGPA/SGPA/OGPA/DGPA/CPI grades etc., the candidate must convert these into a percentage using the formula provided by the concerned Board /University/Institution. Additionally, copy of the conversion formula issued by concerned

Board/University/Institution must be uploaded along with online application. Failure to submit the conversion formula along with the online application form, if applicable, will result in the application being treated as incomplete.

- f) Only one application per candidate will be accepted for each postcode. If a candidate submits multiple online applications for the same postcode using different email addresses, only the most recent completed application will be considered. Candidates should retain a copy of the application print-out and any payment details for their records, as these will not be available after the application deadline.
- g) A candidate can apply for multiple postcodes, provided they fulfill all eligibility criteria for each individual postcode. However, the candidate must complete a separate application along with the requisite application fee separately for each postcode.
- h) The candidate must register with their name and email address. After successful registration, the candidate can log in using their credentials to apply through the Online Application Portal. Once the application form is completed, the candidate can upload all relevant supporting documents and verify the application to ensure it is accurate and complete. After finalizing the application, the candidate must click 'Final Submit' on the draft application to successfully submit the application form. Once the application is submitted, no further modifications or amendments will be permitted. It is important to keep a printout of the completed application form.
- i) Once submitted, any request for change or correction in the application form will not be accepted under any circumstances.
- j) In the event of a fake or fabricated application or registration, that misuses the name or photo of any other person, the candidate and/or cyber café will be held accountable for appropriate legal action.
- k) Candidates currently working in CSIR/Government Organisations/Autonomous Bodies/Statutory Bodies/Universities/PSU etc., as regular employee, must upload a 'No Objection Certificate' (NOC) from their employer, along with their online application. Failure to do so will rendered the application as incomplete.
- l) Candidates are advised to check the website regularly. For addendum/corrigendum and updated information regarding this advertisement, please visit our website: <https://iiim.res.in>.
- m) No separate individual information/intimation shall be sent to the candidates. Therefore, candidates are advised to keep visiting this website regularly.
- n) No separate call letters will be mailed to candidates. All notifications and communications will be sent via email provided by the candidate in the application form.
- o) Any information provided by an applicant in their online application form will be binding on the candidate. They will be liable for prosecution and civil consequences if the information or details submitted are found to be false at any later stage.
- p) **The step-by-step application procedure is as under:**

Step 1: Payment of Application Fee: Candidates must remit the application fee of ₹500/- (wherever applicable) through SB Collect by clicking on the link [here](#). On the SB Collect homepage, type 'Indian Institute of Integrative Medicine' in the search box and click on the suggested result. Under the payment category option, select '**APPLICATION FEE - Advt. 02R/2025 Scientist**' and enter all the required details on the next page. After completing the payment, candidates should retain the e-receipt as it must be sent along with the hard copy of the application.

Step 2: Registration on the Portal: After successful payment, candidates must register on the Online Recruitment Portal for the relevant post, by accessing the link [here](#). Upon registration, candidates will receive an email confirmation along with a verification link. Candidates must click the verification link to confirm their email address. Note that without email verification, they will not be able to log in.

Step 3: Filling the Application Form and Document Upload: After logging in, candidates must complete all sections of the application form, including Personal Details, Educational Details, Experience Details, and Payment Reference/Transaction Number and Date. The candidates must upload their latest photograph, signature and all relevant documents including the payment receipt.

The candidates are required to upload a recent (i.e. not more than three months old) scanned colour passport size photograph in JPEG format with image dimension of 300px (width) x 400px (height). The photograph should be without cap and both ears should be clearly visible. The applications without photograph are liable to be rejected.

The candidates are required to upload their signature in JPEG format with image dimension of 300px (width) x 100px (height). The applications without signature are to liable be rejected.

Step 4: Review and Submit: After filling all the details and uploading the requisite documents, candidates must review all the filled details and uploaded documents carefully, ensure all details are correct, then click the 'I Agree' button under the Declaration section and select 'Final Submit.'

Note: Without clicking on 'Final Submit,' the application form will remain incomplete. After final submission, no changes will be allowed.

Step 5: Sending the Hard Copy: After submitting the online application, candidates must send a hard copy of the generated application form along with all required documents, certificates, and testimonials to the following address by registered/speed post, in an envelope superscribed '**Application for the post of _____, Post Code _____, Advt. No. _____**':

**Sr. Controller of Administration,
CSIR-Indian Institute of Integrative Medicine,
Canal Road, Jammu, J&K - 180001**

The hard copies should reach CSIR-IIIM on or before the last date of receipt of hard copies of applications. Candidates should retain a copy of their Online Application and proof of sending it to CSIR-IIIM.

Note: Applicants are advised to strictly adhere to the instructions. The information submitted in the online application will be considered as final for further processing. The validation rules and design of the online application are based on the requirements outlined in the advertisement and no representation in this regard will be entertained. Candidates should carefully read the advertisement and refer to the "Instructions" section on the application portal. Submission of an online application does not guarantee that the candidate meets all eligibility criteria stated in the advertisement. Applications are subject to subsequent scrutiny and may be rejected if ineligibility is discovered at later stages. Appointments for reserved positions will be provisional, pending verification of caste certificates through appropriate channels. If verification reveals that a candidate's claim to SC/ST/OBC/EWS/PwBD status is false or incorrect, their employment will be terminated immediately without assigning any reasons and without prejudice to further legal action as deemed fit.

6. Following documents must be uploaded along with online application form:

- The downloaded copy of e-receipt/Payment receipt for the application fee of ₹500/- (wherever applicable).
- Recent passport size colour photograph uploaded at appropriate place.
- Signature of the candidate uploaded at appropriate place.
- Copy of Matriculation/10th Standard or equivalent marksheet/certificate indicating date of birth or School leaving certificate indicating Date of Birth in support of Name and Date of Birth.
- Copy of Gazette Notification/Affidavit from appropriate authority in support of change of name/ mismatch in name/ variation in name of candidate/ parents (if applicable).
- Copy of educational certificate(s) and/or marksheet(s) supporting the essential qualifications and any higher qualifications.
- Copy of Scheduled Caste/Scheduled Tribe/Other Backward Class/PwBD certificate(s) in the prescribed Government of India (GoI) format issued by the specified authority, if applicable.
- Copy of the 'Form of Declaration' from OBC (Non-Creamy Layer) candidates, supporting their claim in the application that they do not belong to the OBC (Creamy Layer) category based on income for the immediate preceding three financial years (Annexure-V), along with the category certificate.

- i) Copy of the judgment/decreed from the appropriate court of law for widow, divorced, or judicially separated women, to verify the status of divorce or judicial separation, if applicable. Additionally, an affidavit confirming that such candidate has not remarried.
- j) Copy of the certificate issued by the competent authority in the prescribed format for Departmental candidates claiming age concession.
- k) Copy of experience certificate(s), if any.
- l) Copy of the 'No Objection Certificate' (NOC) from the employer for candidates currently working as regular employee in CSIR/Government Organisations/Autonomous Bodies/Statutory Bodies/Universities/PSUs etc.
- m) One page Synopsis/Abstract of of Ph.D thesis/M.Tech dissertation.
- n) List of research publications in SCI/Peer reviewed journals etc., if applicable.
- o) Any other relevant certificates in support of the claim(s) made in the application, as applicable.

Note 1: The documents/certificates uploaded must be legible.

Note 2: Candidates must upload all required documents on the online recruitment portal and also submit self-attested copies of these documents, along with a hard copy of the application form and one passport-sized photograph.

Note 3: Applications without the required document(s) will be considered as incomplete and will be summarily rejected.

Note 4: Candidates will be asked to bring the documents in original along with the self- attested photocopies at an appropriate time.

Note 5: The decision of the Appointing Authority in all matters relating to eligibility, acceptance or rejection of applications, mode of selection, and conduct of examination/seminar/Interview/ test will be final and binding on the candidates.

DISCLAIMER

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 of the Recruitment Process in the future. If such instances go undetected during the current selection process but are detected subsequently, such disqualification will take place with retrospective effect. Clarifications/decisions given/to be given by CSIR-IIIM, regarding process for recruitment shall be final and binding.

**Sd/-
Sr. Controller of Administration**

CSIR-IIIM

**FORMAT OF 'NO OBJECTION CERTIFICATE' FROM THE EMPLOYER OF CANDIDATE
CURRENTLY WORKING AS REGULAR EMPLOYEE IN CSIR/GOVERNMENT ORGANISATIONS/
AUTONOMOUS BODIES /STATUTORY BODIES/ UNIVERSITIES/ PUBLIC SECTOR
UNDERTAKINGS etc.**

(Letter Head of the Institution/Issuing Authority)

No.

Date: [DD/MM/YYYY]

No Objection Certificate for Applying to CSIR-IIIM Advertisement No. [Advt. No.]

This is to certify that Dr./Mr./Ms. [Full Name of Employee], [Designation], is a permanent/regular employee of this department/organization and has been serving in the capacity of [Current Position] since [Joining Date].

This department/organization has no objection to his/her applying for the position advertised vide Advt. No. [Advertisement Number] dated [Advertisement Date] for the position of [Post Code/Position]. This department/organization has no objection to Dr./Mr./Ms. [Employee's Name] participating in the selection process or being considered for the aforementioned employment in the new position.

It is also certified that Dr./Mr./Ms. [Full Name of Employee] is not currently undergoing any penalties under the applicable conduct rules and Dr./Mr./Ms. [Full Name of Employee] is neither under suspension, nor any vigilance, disciplinary, or criminal cases is pending against him/her as of the date of issuance of this certificate.

This certificate is issued at the request of the applicant for the purpose of applying to the said advertisement.

Place:

For [Name of Department/Organization],

[Signature of Issuing Authority]

[Name of Issuing Authority]

[Designation of Issuing Authority]

[Official Seal/Stamp]

[Contact Information]

[Department/Organization Address]

CSIR-IIIM

**THE FORM OF CERTIFICATE TO BE PRODUCED BY DEPARTMENTAL CANDIDATES
EMPLOYEES FOR CLAIMING AGE CONCESSION**

(Letter Head of the Institution/Issuing Authority)

No.....

Date: [DD/MM/YYYY]

**CERTIFICATE FOR CLAIMING AGE CONCESSION FOR APPLYING AGAINST
ADVERTISEMENT NUMBER [ADVT. NO.]**

This is to certify that Dr./Mr./Ms.S/o/D/o/W/o Shri..... is a regularly appointed employee of (Name of the Institute) and duties performed by him/her during the period(s) are as under:

- (i)
- (ii)
- (iii)

Certified that*:

a) Dr./Mr./Ms. holds substantively a permanent post of in the (Name of the Institute) with effect from to

OR

b) Dr./Mr./Ms. has been continuously in temporary service on a regular basis in the post of at (Name of the Institute) with effect from to

* Strike out which is not applicable.

Place:

For [Name of the Institute],

[Signature of Issuing Authority]
[Name of Issuing Authority]
[Designation of Issuing Authority]
[Official Seal/Stamp]

The form of certificate to be produced by Scheduled Castes and Scheduled Tribes candidates applying for appointment to posts under the Government of India

This is to certify that Shri/Shrimati/Kumari*..... Son/daughter* of of village/town*..... in District/Division* of the State/Union Territory*.....belongs to the caste/tribe* which is recognized as a Scheduled Caste/Scheduled Tribe* under:-

- @ The Constitution (Scheduled Castes) Order, 1950
- @ The Constitution (Scheduled Tribes) Order, 1950
- @ The Constitution (Scheduled Castes) Union Territories Order, 1951
- @ The Constitution (Scheduled Tribes) Union Territories Order, 1951

[as amended by the Scheduled Castes and Scheduled Tribes List (Modification) Order, 1956; the Bombay Reorganisation Act, 1960, the Punjab Re-organisation Act, 1966, the State of Himachal Pradesh Act, i 1970, the North Eastern Areas (Reorganisation) Act, 1971, the Scheduled Castes and Scheduled Tribes Order (Amendment) Act. 1976., the State of Mizoram Act, 1986, the State of Arunachal Pradesh Act, 1986 and the Goa, Daman and Diu (Reorganisation) Act. 1987.]

- @ The Constitution (Jammu and Kashmir) Scheduled Castes Order, 1956
- @ The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959 as amended by the Scheduled Castes and Scheduled Tribes Order (Amendment) Act, 1976
- @ The Constitution (Dadar and Nagar Haveli) Scheduled Castes Order, 1962
- @ The Constitution (Dadar and Nagar Haveli) Scheduled Tribes Order, 1962
- @ The Constitution (Pondicherry) Scheduled Castes Order, 1964
- @ The Constitution (Uttar Pradesh) Scheduled Tribes Order, 1967
- @ The Constitution (Goa, Daman and Diu) Scheduled Castes Order, 1968
- @ The Constitution (Goa, Daman and Diu) Scheduled Tribes Order, 1968
- @ The Constitution (Nagaland) Scheduled Tribes Order, 1970
- @ The Constitution (Sikkim) Scheduled Castes Order, 1978
- @ The Constitution (Sikkim) Scheduled Tribes Order, 1978
- @ The Constitution (Jammu & Kashmir) Scheduled Tribes Order, 1989
- @ The Constitution (SC) Order (Amendment) Act, 1990
- @ The Constitution (ST) Order (Amendment) Act, 1991
- @ The Constitution (ST) Order (Second Amendment) Act. 1991
- @ The Scheduled Castes and Scheduled Tribes Orders (Amendment) Act 2002
- @ The Constitution (Scheduled Castes) Order (Amendment) Act, 2002
- @ The Constitution (Scheduled Castes and Scheduled Tribes) Orders (Amendment) Act, 2002
- @ The Constitution (Scheduled Castes) Orders (Second Amendment) Act, 2002
- @ The Constitution (Scheduled Caste) Order (Amendment) Act 2007

% 2. Applicable in the case of Scheduled Castes/Scheduled Tribes persons who have migrated from one State/Union Territory Administration to another:

This certificate is issued on the basis of the Scheduled Castes/Scheduled Tribe certificate issued to Shri/Shrimati*..... Father/Mother of Shri/Shrimati/Kumari* of village/town*/Territory** in District/Division*..... of the State/Union Territory* who belong to the caste/tribe* which is recognised as a Scheduled Caste/Scheduled Tribe* in the State/Union Territory* issued by the..... dated.....

% 3. Shri/Shrimati/Kumari*..... and/or* his/her* family
ordinarily resides in village/town* of
District/Division* of the State/Union Territory*

Signature.....

**Designation.....

(With Seal of Office) State/Union Territory*

Place:.....

Date:.....

* Please delete the words which are not applicable.

@ Please quote specific Presidential Order.

% Delete the paragraph which is not applicable

NOTE: The term "ordinarily reside(s)" used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

**List of authorities empowered to issue Scheduled Caste/Scheduled Tribe Certificate

- i. District Magistrate/Additional District Magistrate/Collector/Deputy commissioner/Additional Deputy Commissioner/Deputy Collector/ 1st Class stipendiary Magistrate/ Sub-Divisional Magistrate/Taluka Magistrate/Executive Magistrate/Extra Assistant Commissioner. (not below of the rank of 1st Class Stipendiary Magistrate).
- ii. Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.
- iii. Revenue Officers not below the rank of Tehsildar.
- iv. Sub Divisional Officer of the area where the candidate and/or his/her family normally resides
- v. Administrator/Secretary to Administrator/Development Officer (Lakshadweep)

Note:

ST candidates belonging to Tamil Nadu State should submit caste certificate ONLY FROM THE REVENUE DIVISIONAL OFFICER.

CSIR-IIIIM

FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA

This is to certify that Shri/Smt./Kumari _____ son/daughter of _____ village/town _____ in District/Division _____ belongs to the _____ community which is recognised as a backward class under the Government of India, Ministry of Social Justice and Empowerment's Resolution No. _____ dated _____* and/or his family ordinarily reside(s) in the _____ District/Division of the _____ State/Union Territory.

This is also to certify that he/she does not belong to the persons/sections (Creamy Layer) mentioned in Column 3 of the Schedule to the Government of India, Department of Personnel & Training O.M. No. 36012/22/93-Estt. (SCT) dated 8.9.1993, OM No. 36033/3/2004- Estt. (Res) dated 9th March, 2004, O.M. No. 36033/3/2004-Estt. (Res) dated 14th October, 2008 and O.M. No. 36033/1/2013-Estt. (Res) dated 27th May, 2013**

Signature _____

Designation _____ \$

Dated:

Seal

* The authority issuing the certificate may have to mention the details of Resolution of Government of India, in which the caste of the candidate is mentioned as OBC.

** As amended from time to time.

\$ List of Authorities empowered to issue Other Backward Classes certificate will be the same as those empowered to issue Scheduled Caste/Scheduled Tribe certificates.

Note:- The term "Ordinarily" used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

**FORM OF DECLARATION TO BE SUBMITTED BY THE 'OTHER BACKWARD CLASS' CANDIDATE
(IN ADDITION TO THE COMMUNITY CERTIFICATE)**

I _____ Son/daughter of Shri _____
resident of village/town/city_____ district_____
state_____ hereby declare that I belong to the _____ community
which is recognized as a backward class by the Government of India for the purpose of reservation in
services as per orders contained in Department of Personnel and Training Office Memorandum No.
36102/22/93-Estt.(SCT) dated 8-9-1993. It is also declared that I do not belong to persons/sections
(Creamy Layer) mentioned in column 3 of the Schedule to the above referred Office Memorandum dated
8-9-1993, O.M. No. 36033/3/2004-Estt.(Res.) dated 9th March, 2004 and O.M. No. 36033/3/2004-
Estt.(Res.) dated 14th October, 2008 and as amended time to time.

I also declare that the condition of status/annual income for creamy layer of my Parents/guardian is
within prescribed limits as on last date of application.

Signature _____

Full Name _____

Address _____

Place: _____

Date: _____

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