



Advertisement No. : 01/2017

SPECIAL RECRUITMENT DRIVE FOR PERSONS WITH DISABILITIES (PWDs)

Last Date for Receipt of Application: 30.06.2017

[Note: As per Govt. of India Instructions interviews have been discontinued for Group B and C posts and now recruitment to these posts will be done on the basis of "Trade Test/Skill Test". In this connection, as per the direction of Govt. of India, the Advt. No. 01/2016 is being readvertised. Those candidates who have already applied for following posts against Advt. No. 01/2016 need not apply.]

CSIR-Indian Institute of Petroleum, Dehradun, a premier institute under the Council of Scientific and Industrial Research (CSIR), is dedicated in multidisciplinary R&D programmes of both basic and applied nature across scientific disciplines for economic, environmental and societal benefits for the people of India. CSIR-IIP has a rich legacy of being a pioneer in the area of Petroleum & Hydrocarbon industry and is presently engaged in the development of sophisticated green technologies to cater to the energy needs of modern world and for reducing carbon footprint. CSIR-IIP has developed and transferred technologies to industries in the area of petroleum refining, natural gas, petrochemicals, chemicals and utilisation of petroleum products, provided technical services and imparted world class training to the human resource of Oil and Refining industry. CSIR-IIP has strong collaborations with industries and academia in India & abroad and has outstanding Scientists in the multidisciplinary areas of R&D in the hydrocarbon and related industry.

CSIR-IIP invites applications from eligible and interested Indian nationals for the following posts:

Post Code	Post(s) & Area	Number of Post(s)	Pay Band & Scale (PB & Grade Pay)	Total Emoluments Approximately*	Maximum Age Limit**
A	Technical Assistant, Gr. III(2) (Area: Library)	01 [PWD-HH]	<u>Pre Revised</u> PB-2: Rs.9300-34800 Grade Pay Rs.4200/- <u>Revised: Rs. 35400/- (Level-6)</u>	42452/-	28 Years
B	Technician (1), Gr. II(1) (Area: Computer Science)	01 [PWD (OH-OA/OL)]	<u>Pre-revised</u> PB-1: Rs.5200-20200 Grade Pay - Rs.1900/- <u>Revised: Rs. 19900/- (Level-2)</u>	24032/-	28 Years
C	Technician (1), Gr. II(1) (Area: Chemical Science)	01 [PWD(HH)-01]	<u>Pre-revised</u> PB-1: Rs.5200-20200 Grade Pay - Rs.1900/- <u>Revised: Rs. 19900/- (Level-2)</u>	24032/-	28 Years

*At minimum of the scale.

** Age relaxation as per Govt. of India Rules.

(PWD-Persons with Disabilities, HH-Hearing Impaired, OH-Orthopedically Handicapped, OA-One Arm, OL-One Leg)

ELIGIBILITY CRITERIA

Post Code – A : Technical Assistant; Pay Scale: Pre-revised: PB-2 (Rs.9300-34800) with Grade Pay Rs. 4200/- Revised: Rs. 35400/- (Level-6); No. of Posts: 01 [PWD(HH)]; Area: Library

Minimum Qualification & Experience: 1st Class B.Sc. (Science) with Bachelor in Library Science.

Desirable: Working knowledge of Library software Libsys, Koha & dspace.

Job Requirement: Library house-keeping operations viz. classification, cataloguing and serial control etc.

Post Code – B: Technician (1), Pay Scale: Pre-revised: PB-1 (Rs.5200-20200) with Grade Pay Rs.1900/-; Revised: Rs. 1900/- (Level-2); No. of Post: 01 [PWD(OH)- OA & OL], Area: Computer Science

Note: This post is identified suitable for OA (One Arm) & OL (One Leg) category of Persons

Minimum Qualification & Experience: SSC/10th standard with science subjects with 55% marks plus ITI certificate or National/State trade certificate in 'Computer Hardware & Network Maintenance' trade or 2 years full time experience as an apprentice training from a recognized Institution in the relevant trade i.e. "Computer Hardware & Network Maintenance".

Desirable: Knowledge of IT and various computer applications

Job Requirement: Maintenance of computers and to assist the staff in various IT based assignments.

Post Code – C:	Technician (1); Technician (1), Pay Scale: Pre-revised: PB-1 (Rs.5200-20200) with Grade Pay-Rs.1900/-; Revised: Rs. 19900/- (Level-2); No. of Post: 01 [PWD (HH)-01], Area: Chemical Science
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Minimum Qualification & Experience: SSC/10th standard with Science subjects with 55% marks plus ITI certificate or National/State trade certificate in “**Laboratory Assistant(Chemical Plant)**” trade or 2 years full time experience as an apprentice training from a recognized Institution in the relevant trade i.e. Laboratory Assistant (Chemical Plant).

Desirable: (i) Candidate should have 1-2 year experience of working in a chemical laboratory (ii) Candidate should have the knowledge of performing laboratory experiments, working with high pressure reactors and good technical hand (iii) Candidate should have the sufficient knowledge of materials, catalysis and organic chemistry.

Job Requirement: Preparation, Collection of samples, to support in conducting chemical/physical test in laboratory to assist Scientists in quantitative and qualitative analysis of material for research and development.

SELECTION PROCEDURE

The selection will be done on the basis of ‘**Trade Test/Skill Test**’.

GENERAL CONDITIONS/INSTRUCTIONS AND BENEFITS:

(1) Benefits & Prospects: (a) All posts carry usual allowances i.e., DA, HRA, and Transport Allowances etc. as admissible to Central Govt. Employees posted in Dehradun. (b) In addition to the emoluments, benefits such as the New Pension Scheme (NPS), Leave Travel Concession, Reimbursement of Medical expenses for self and dependents, Conveyance Advance, House Building Advance etc. are available as per G.O.I Rules as applicable to the employees of CSIR. (c) CSIR provides excellent opportunities to deserving candidates for career advancement under assessment promotion scheme for technical & support staff.

(2) Relaxation:

- i. Upper age limit for Person with Disabilities will be relaxable by 10 years (15 years for SC/ST & 13 years for OBC). The persons claiming age relaxation under PWD category would be required to produce a certificate in prescribed proforma in support of their claims clearly indicating that the degree of physical disability is 40% or more.
- ii. Relaxation in age limit upto 5 years may be allowed to Council/Government/Autonomous Bodies/Public Sector Undertaking employees in accordance with the instructions and orders issued by the Government of India from time to time in this regard.
- iii. As per GOI provisions, age relaxation for Widows, Divorced Women and Women Judicially separated from Husbands who are not remarried, the upper age limit is relaxable up to the age of 35 years (upto 40 years for members of Scheduled Castes/Scheduled Tribes and upto 38 years for members belonging to the Other Backward Classes in respect of the posts reserved for them). The persons claiming age relaxation would be required to produce following documentary evidence:
 - a) In case of Widow, Death Certificate of her husband together with the Affidavit that she has not remarried since.
 - b) In case of divorced Women and Women judicially separated from their husbands, a certified copy of the judgment/decreed of the appropriate Court to prove the fact of divorce or the judicial separation, as the case may be, with an Affidavit in respect of divorced Women that they have not remarried since.
- iv. Relaxation of upper age limit for Ex-servicemen is admissible as per rules. Relaxation in the upper age limit of 5 years applicable for persons who had ordinarily been domiciled in the Kashmir Division of the State of J&K during the period of 01/01/1980 to 31/12/1989 subject to production of a certificate from the District Magistrate in the Kashmir Division within whose jurisdiction he had ordinarily resided; OR from any other authority designated in this behalf by the Government of J&K.
- v. Relaxation in age, qualification and/or experience in cases of exceptionally meritorious candidates may be allowed with the prior approval of the Competent Authority.

(3) General Conditions

1. The applicant must be citizen of India.
2. Age and experience will be reckoned as on the last date of receipt of application form i.e. 30.06.2017.
3. The period of experience in a discipline/area of work, where prescribed, shall be counted after the date of acquiring the minimum prescribed educational qualification for that Group/Grade.
4. Candidates applying for more than one Post should apply separately for each Post indicating the Post Code of the post.
5. Applications from the candidates working in Govt. Departments & Public Sector Undertakings will be considered only if forwarded through proper channel and with a clear certificate that the applicant will be relieved within one month of receipt of appointment order.
6. Mere fulfilling of minimum prescribed qualifications and experience will not vest any right in a candidate for being called for Trade Test/Skill Test. The Institute reserves the rights to call for Trade Test/Skill Test only those candidates who in its opinion are likely to be suitable and will not entertain any correspondence in this regard. The candidates should, therefore, mention all the qualifications and experience in the relevant field over and above the minimum prescribed qualifications.
7. Outstation candidates called for interview will be paid to and fro single second-class rail fare/ordinary bus fare by the shortest route to the place of interview from the Railway station/Bus Stand nearest to the candidate's normal place of residence, as per rules.
8. Candidates should specifically note that the applications received after the closing date for any reason whatsoever (such as envelopes wrongly addressed, delivered elsewhere, postal delay etc.) will not be entertained by CSIR-IIP.
9. Incomplete applications (i.e. without photograph, applicable testimonials and unsigned etc.) will not be entertained and will be summarily rejected.
10. Director, CSIR-IIP reserves the right to not to fill any or all posts advertised.

(4) How to Apply:

Eligible and interested candidates can download application form from our website <http://www.iip.res.in>. Completed applications in all respects, accompanied by self attested copies of certificates, testimonials in support of age, educational qualifications, experience etc. mentioned in the application should be sent to the Controller of Administration, CSIR-Indian Institute of Petroleum, P.O. I.I.P., Mohkampur, Haridwar Road, Dehradun-248 005 (Uttarakhand) By Registered/Speed Post only so as to reach on or before 30.06.2017.

Canvassing in any form and /or bringing in any influence political or otherwise will be treated as a disqualification for the post. No Interim enquiries will be entertained.

**Sd/-
Controller of Administration**



सी.एस.आइ.आर.—भारतीय पेट्रोलियम संस्थान

(वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद)

डाकघर: आइ आइ पी, मोहकमपुर (हरिद्वार रोड), देहरादून (उत्तराखंड)—248005



CSIR-INDIAN INSTITUTE OF PETROLEUM

(Council of Scientific & Industrial Research)

P.O: IIP MOHKAMPUR, (HARIDWAR ROAD), DEHRADUN (UTTARAKHAND) - 248005

चयन द्वारा नियुक्ति हेतु आवेदन का प्रपत्र
FORM OF APPLICATION FOR APPOINTMENT BY SELECTION

अभ्यर्थी इस प्रपत्र को स्वयं भरे। सभी कॉलम उचित रूप से भरे जाएं। अपूर्ण आवेदन—प्रपत्र सरसरी तौर पर अस्वीकृत कर दिया जाएगा।

To be filled in by the candidate in own handwriting. All the Columns should be properly filled in. Incomplete application form will be rejected summarily.

विज्ञापन सं /Advt. No. : 01/2017

पोस्ट कोड/Post Code : _____

आवेदित पद/Post Applied : _____

नवीनतम हस्ताक्षरित पासपोर्ट
आकार की फोटो चिपकाएं।

Affix recent signed
passport sized photograph

1. पूरा नाम (स्पष्ट अक्षरों में)(महिला अभ्यर्थी अपने नाम के पहले 'कुमारी' अथवा 'श्रीमती' अवश्य लिखें)/ Name in full (IN CAPITAL LETTERS) (In the case of female candidate, the appropriate prefix 'Miss' or 'Mrs' should be used):

.....

2. पिता/पति का नाम / Father's /Husband's Name:

3. जन्म तिथि, आयु एवं स्थान / Date,age and place of birth:(क) जन्म—तिथि/(a)Date of Birth:

(ख) आयु / Age :

(आवेदन की अन्तिम तिथि को / as on last date of application)

(ख) जन्म स्थान / (b)Place of Birth:

4. पता दूरभाष व ई—मेल सहित / Address with Telephone Number & E-mail ID:

(क) पत्राचार हेतु / Correspondence:

.....

.....

(ख) स्थायी / Permanent:

.....

5 आधार संख्या / Aadhar No.

6 क्या आप जन्म अथवा अधिवास से भारत के नागरिक हैं? / Are you a citizen of India by birth or by domicile?:.....

7 उस राज्य का नाम जिसके आप निवासी हैं / Name of State to which you belong :

8 धर्म/Religion

9 क्या आप अनुसूचित जाति/अनुसूचित जन जाति/अन्य पिछड़ा वर्ग के सदस्य/निःशक्त हैं ?

यदि हां, तो अपने दावे के समर्थन में प्रमाण पत्र की स्वप्रमाणित प्रति संलग्न करें।

State whether you are a member of Scheduled Caste/Scheduled Tribe/Other Backward Class/PWD

If so, attach self attested copy of the certificate in support of your claim

(उचित वर्ग में सही का निशान लगाए/ Tick the appropriate Category)

SC

ST

OBC

GEN

PWD

OH HH VH

10 क्या आप भापेसं/सी.एस.आइ.आर. के किसी कर्मचारी के संबंधी हैं ? यदि हां, तो कृपया इसका ब्यौरा दें।

Are you related to any employee of the IIP / CSIR? If so, give details:

11 शैक्षणिक / व्यावसायिक अर्हताएं / Educational/Professional Qualifications:

उत्तीर्ण परीक्षा / Examination Passed (मैट्रिकुलेशन से / Matriculation onwards)	श्रेणी / ग्रेड तथा अंकों की प्रतिशतता Division/Grade & % age of marks	परीक्षा उत्तीर्ण करने का वर्ष Year of Passing	डिग्री / डिप्लोमा की अवधि Duration of the Degree / Diploma	बोर्ड / विश्वविद्यालय Board/Univ	विषय / Subject(s)

12 रोजगार का ब्यौरा (कालक्रम में) / Details of employment (in chronological order):

संगठन Organization	धारित पद Post Held	वेतनमान तथा अंतिम आहरित वेतन Scale of pay and last pay drawn	निश्चित तिथि दें Exact dates to be given		कुल अवधि वर्षों में Total period in service	कार्यों की प्रकृति Nature of duties
			कब से From	कब तक To		

13 क्या आप इस वेतनमान का न्यूनतम प्रारंभिक वेतन स्वीकार करने हेतु तैयार हैं ? यदि नहीं तो बताएं कि निर्धारित वेतनमान में आप कितना वेतन स्वीकार करेंगे | Are you willing to accept the minimum initial pay of the scale? If not, state, what is the lowest initial pay that you would accept in the prescribed pay scale:

14 कोई अतिरिक्त अर्हता यथा—व्यावसायिक सोसाइटियों की सदस्यता; पुरस्कार एवं सम्मान आदि
Any additional qualification such as membership of professional societies; awards and honours etc:
.....
.....

15 (क) वैज्ञानिक जर्नलों में प्रकाशित प्रकाशनों की संख्या / (a) No. of Publications published in scientific journals
(यदि लागू हो/ if applicable) :

ख) फाइल किए गए तथा स्वीकृत पेटेंटों की संख्या/ b) No. of patents filed and granted:

(यदि लागू हो/ if applicable)

16 विभिन्न देशों के दौरों का विवरण / Details of Countries visited

देश का दौरा / Country visited	अवधि / Duration	उद्देश्य / Purpose

17 कृपया एक अलग कागज पर 100 शब्दों में यह बताएं कि जिस पद के लिए आपने आवेदन किया है उसके लिए आप सर्वाधिक उपयुक्त क्यों हैं / Kindly write in 100 words on a separate sheet why you feel you are the best suited for the post you have applied for

18 संपूर्ण पते सहित (टेलिफोन व ई-मेल आई डी भी) तीन व्यक्तियों के संदर्भ / References of three persons with the complete address (Telephone & e-mail ID also):

1.

2.

3.

19 अनुलग्नकों की सूची / List of enclosures:

.....

.....

घोषणा / DECLARATION

मैं एतद्वारा घोषणा करता/करती हूँ कि आवेदन पत्र में दिया गया विवरण मेरी जानकारी तथा विश्वास के अनुसार सत्य, पूर्ण तथा ठीक है और यदि मेरे द्वारा दी गई कोई सूचना गलत अथवा अनुचित पाई जाती है अथवा चयन से पूर्व अथवा बाद में किसी अपात्रता का पता चलता है तो मेरी अभ्यर्थिता रद्द की जा सकती है और मेरे विरुद्ध कार्रवाई की जा सकती है।

I hereby declare that the statements made in the application are true, complete and correct to the best of my knowledge and belief and in the event of any of the information being found false or incorrect or any ineligibility being detected before or after the selection, my candidature is liable to be cancelled and action may be initiated against me.

स्थान / Place:

अभ्यर्थी के हस्ताक्षर / Candidate's signature

तिथि / Date:

(पूरा नाम / Full name) _____

सेवारत अभ्यर्थी अपने वर्तमान नियोक्ता से निम्नांकित पृष्ठांकन पर हस्ताक्षर करवाएं

Candidate already employed should get the following endorsement signed by his/her present employer.

विभागाध्यक्ष अथवा कार्यालय प्रधान द्वारा पृष्ठांकन / Endorsement by the Head of the Department or Office

संख्या / No.: _____

तिथि / Date:

पूर्ण हस्ताक्षर / Full Signature:

पदनाम / Designation:

मुहर / Stamp: