



CSIR-INDIAN INSTITUTE OF PETROLEUM
(Council of Scientific & Industrial Research)
P.O.: IIP MOHKAMPUR, HARIDWAR ROAD,
DEHRADUN-248 005, UTTARAKHAND (INDIA)
Website- www.iip.res.in



Recruitment Advertisement No: 02/2022

Date of commencement of online applications: 10.10.2022

The last date for receipt of online applications: 09.11.2022

The last date for receipt of hardcopy of applications: 16.11.2022(17:30 hours)

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 areas 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.

Applications are invited from enthusiastic Indian Nationals having excellent academic record and proven technical skills along with the requisite experience and a high degree of motivation for the jobs assigned, to fill up the vacancies of following posts as per the details given below:

Sl. No.	Post	Number of Post(s) & reservation	Pay Level (as per 7 th CPC)	Total Emoluments approximately* (in Rs)	Maximum Age Limit**
1	Sr. Technical Officer(2)	02 (01-UR, 01 OBC)	Pay Level-11 (Rs. 67700-208700)	1,05,316/-	40 Years
2	Lady Resident Medical Officer [Sr. Technical Officer(1)]	01 (UR)	Pay Level-10 (Rs. 56100-177500)	87,684/-	35 Years
3	Technical Officer	01 (UR)	Pay Level-7 (Rs. 44900-142400)	70,660/-	30 Years

*Total Emoluments mean approximate total emoluments on minimum of scale as on 01.01.2022 including DA, HRA stationed at Dehradun.

**Please see age relaxation under the heading "General conditions/instructions and benefits" of the Advertisement.

Sl No.	Post Code/Area/ No. of Posts with Reservation	Name of the Post(s) and Group/Grade with age limit	Minimum Educational Qualifications, experience & Desirable Qualification	Job Requirement
1.	<p>Post Code: ESD-1</p> <p>Area: Engineering Services (Electrical/ Electronics)</p> <p>No. of Posts: 02 (01-UR & 01-OBC)</p>	<p>Sr. Technical Officer(2)</p> <p>Maximum Age: 40 Years</p>	<p>Essential: B.E/B.Tech. or Equivalent in Electrical or Electrical & Electronics Engineering(EEE) with 55% marks and five years' experience in the relevant field.</p> <p>Desirable: Experience and knowledge in maintenance of HT/ LT Electrical Installations including distribution system, transformers, Diesel Generator sets and circuit breakers etc. Preference will be given to those who are having experience of similar works in departments like CPWD/ other Public Sector/ Govt. Organisations.</p>	<p>The incumbent is expected to work in Engineering Services Division (ESD) that involves work planning, e-tender preparation & execution, undertaking scheduled maintenance, responding to breakdowns, diagnosing faults & repairing, designing the layout of energy distribution system and drawing specification of appropriate materials, preparation of work schedules, quality check of materials and managing team work. In addition, the incumbent may be assigned any jobs from time to time as per the directive of the competent authority.</p>
2.	<p>Post Code: RMO-1</p> <p>Area: Medical Science</p> <p>No. of Posts: 01 (UR)</p>	<p>Lady Resident Medical Officer [Sr. Technical Officer(1)]</p> <p>Maximum Age: 35 Years</p>	<p>Essential: MBBS, with minimum 55% marks including one year rotatory internship.</p> <p>Desirable: The candidates with higher qualification/experience will be preferred.</p>	<p>To provide Medical treatment & Minor Surgical Treatment to Institute's Employees, Pensioner and their family members. To Attend the patients in emergency at the Residence beyond dispensary hours also. To Perform administrative work related to dispensary activities. The selected candidate will be required to stay in colony for which suitable accommodation shall be provided on usual terms and conditions.</p>

Sl. No.	Post Code/Area/ No. of Posts (Reservation)	Name of the Post(s) with age limit	Minimum Educational Qualifications, experience & Desirable Qualification	Job Requirement
3.	Post Code: ESD-2 Area: Engineering Services (Electronics/ Instrumentation) No. of Posts: 01 (UR)	Technical Officer Maximum Age: 30 Years	Essential: B.E./B.Tech. or equivalent with 55% marks (equivalent CGPA) in Instrumentation & Control OR Electrical & Electronics Engineering (EEE) OR Electronics Engineering. Desirable: Experience and knowledge in GC, PIDs, pilot plants, process instrumentation, transducers, microcontroller based development works, NMR, SEM, TEM, etc. Preference will be given to those who are having experience in analytical or process instrumentation.	The candidate is expected to work in Engineering Services Division (ESD) that involves planning and undertaking maintenance works of scientific instruments, responding to equipment breakdown, Troubleshooting of various equipment problems. In addition, the incumbent may be assigned any jobs from time to time as per the directive of the competent authority.

MODE OF SELECTION:

- (i) **Sr. Technical Officer(2) [Post Code ESD-1] & Resident Medical Officer [Post Code RMO-1]**
The selection on these posts will be on the basis of Interview by the duly Constituted Selection Committee.
- (ii) **Technical Officer [Post Code ESD-2]:** The candidates as recommended by the Screening Committee will be invited for a Trade-Test. Those who qualify in the trade test will be invited for a written examination. The final merit list will be prepared on the basis of the performance of the candidates in the Competitive Written Examination.

Scheme of the Written Examination for "Technical Officer" post is as under:

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

Mode of Examination	OMR Based or Computer based objective type multiple choice examination
Medium of questions	The questions will be set both in English & Hindi except the questions on English language
Standard of Exam	B.E./B.Tech level (based on the advertised qualification of the post)
Total No. of Questions	200
Total Time allotted	3 hours

Paper – I [Time allotted – 1 hour]

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

*Mental ability test will be so devised so as to 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 CONDITIONS/INSTRUCTIONS AND BENEFITS:

- (1) **Benefits & Prospects.** (a) All posts carry usual allowances i.e., DA, HRA, and Transport Allowance 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 Allowance, 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, as per the relevant promotion policy.
- (2) **Relaxation:**
- (i) Upper age limit is relaxable upto 05 years in the case of SC/ST and upto 03 years in the case of OBC category candidates only for the posts which are reserved for the respective category.
- (ii) Upper age limit for Person with Disabilities will be relaxable by 10 years (15 years for SC/ST & 13 years for OBC, wherever posts are reserved for SC/ST/OBC categories). 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.
- (iii) Relaxation in age limit upto 05 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.
- (iv) 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/deed 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.
- (v) Relaxation of upper age limit for Ex-servicemen is admissible as per rules.
- (vi) 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**
- (i) The applicant must be citizen of India.
- (ii) **Age and experience will be reckoned as on the last date of receipt of online application i.e. 09.11.2022.**
- (iii) The period of experience in a discipline/area of work, where prescribed, shall be counted after the date of acquiring the minimum prescribed essential educational qualification for that Post.
- (iv) Candidates applying for more than one post should apply separately for each Post indicating the Post Code of the post accompanied by separate requisite fee of Rs.100/- **through SB Collect.**
- (v) Applications not accompanied with prescribed fees and incomplete applications will be summarily rejected.
- (vi) Applications from the candidates working in Govt/State 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 letter.
- (vii) Mere fulfilling of minimum prescribed qualification and experience will not vest any right in a candidate for being called for Interview/Trade Test. If large number of applications received, the Screening Committee will adopt its own criteria for shortlisting the candidates to be called for Interview/Trade-Test. The Institute reserves the rights to call for Interview/Trade-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.



- (viii) 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.
- (ix) Director, CSIR-IIP reserves the right to not to fill any or all posts advertised at any stage of the Selection.

(4) How to Apply:

- a. Eligible candidates are required to apply **ONLINE** through our website <http://www.iip.res.in>
- b. **The Procedure for applying online is as under:**
- (i) In the Home Page of the Institute Website click on recruitment icon on top right()
 - (ii) From the generated page click on "Apply" Button.
 - (iii) From the Instructions/Notices Page register with Email ID and other details.
 - (iv) Activate login from link sent on registered Email ID.
 - (v) Login with registered Email ID and password.
 - (vi) After login click on 'Application Form'
 - (vii) Select "Advt." and "Post" from the drop down menu
 - (viii) Fill the Application Form.
 - (ix) Preview Application Form
 - (x) Submit the application form
 - (xi) After submission, from the dashboard click on "Submit Application Fee"
 - (xii) Procedure to submit application Fee is as under:
 - a. Open site <https://www.onlinesbi.com>
 - b. Click on "SB Collect"
 - c. Accept terms and conditions and click on proceed
 - d. In field "State of Corporate/Institution" Select "All India"
 - e. In field "Type of Corporate/Institution" Select "Govt. Department"
 - f. In field "Govt. Dept. Name" Select "Director-IIP"
 - g. In field "Select Payment Category" Select "Application Fee"
 - h. Fill all the information & mention Related Dept. as "Recruitment" and submit the requisite fee.
 - i. Save a copy of receipt in PDF form and print the generated receipt.
 - (xiii) After submitting application fee, from the dashboard click on "Submit Fee Details"
 - (xiv) Enter generated application No., Bank Ref. No., amount and date and click on "submit".
 - (xv) After submitting fee details, click on "view" against the application applied and take printout of the application form.
- c. This computer generated application (print-out) duly accompanied by self attested copies of the certificates, mark sheets, testimonials in support of age, education qualifications, experience, re-prints of publications and caste certificate, if applicable along with one recent passport size self-signed photograph affixed together with the receipt of application fee (if applicable) should be sent in an envelope superscribed "APPLICATION FOR THE POST OF _____ (Post Code _____)" only by Registered/Speed Post to the address: **Administrative Officer, CSIR-Indian Institute of Petroleum, P.O. IIP, Mohkampur, Haridwar Road, Dehradun-248005 (Uttarakhand). The last date for receipt of hard copy of application is 16.11.2022.** This computer generated application form should be signed by the candidate.
- d. **Online Application will be available on our website www.iip.res.in up to 09.11.2022.**
- e. Candidates belonging to General and OBC category are required to arrange to deposit fee of Rs.100/- through SB Collect". SC/ST/PWD/Women/Abroad candidates and regular employees of CSIR are exempted from payment of application fee.
- f. **The last date for submitting online application is 09.11.2022.** This date will be the same for the candidates belonging to far-flung areas.
- g. In case of Universities/Institute awarding CGPA/SGPA/OGPA grades etc., candidates are requested to convert the same into percentage based on the formula as per their university/institute. In case of candidates having equivalent qualifications, they must produce a certificate issued by the concerned University/Boards.
- h. Candidates applying for more than one post must submit separate application form for each post indicating the Post Code of the post.

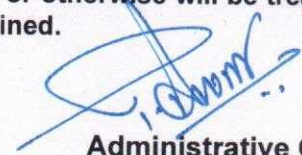


- i. Application once made will not be allowed to be withdrawn and fees once paid will not be refunded on any count nor can it be held in reserve for any other recruitment or selection process.
- j. Applications from employees of Government Departments/Public Sector Undertakings will be considered only if forwarded through proper channel, certified by the employer that the applicant, if selected will be relieved within one month of the receipt of the appointment orders. Also, vigilance clearance should also be recorded. However, advance copy of the application may be submitted before the closing date. Applications routed through proper channel should reach CSIR-IIP at the earliest.
- k. Candidates should specifically note that the applications received after the closing date by 1730 hours for any reason whatsoever (such as envelopes wrongly addressed, delivered elsewhere, postal delay etc.) will not be entertained by CSIR-IIP.
- l. Incomplete applications (i.e. unsigned, without photograph, without application fee, without applicable testimonials etc.) will not be entertained and will be summarily rejected.

Following documents must be attached with the online generated Application Form sent by post:

- (a) Self Attested photocopies of education qualifications certificates/marksheets of all semesters.
- (b) Recent coloured photograph pasted on the form and signed across in full.
- (c) Self Attested photocopy of Date of Birth Certificate.
- (d) Self Attested photocopy of documents related to caste/PWD/Ex-serviceman/Widow or divorced women, if applicable.
- (e) Self Attested photocopies of experience certificates, if any.
- (f) Self attested photocopies of certificates for claim of age relaxation, if any.
- (g) Fee receipt generated through SB Collect of Rs.100/-, wherever applicable.

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.



Administrative Officer