



**CSIR- Centre for Cellular and Molecular Biology
(Council of Scientific and Industrial Research)
Habsiguda, Uppal Road,
Hyderabad - 500 007 (Telangana)**

Advertisement No. 03/2018

Date of commencement of online applications : 02.06.2018

Last date for receipt of online applications : 25.06.2018

Last date for receipt of hard copy of applications : 09.07.2018

CSIR-Centre for Cellular and Molecular Biology, Hyderabad (CSIR-CCMB) is a Premier Research Laboratory under the Council of Scientific & Industrial Research (CSIR), involved in multidisciplinary R&D programmes of both basic and applied nature across scientific disciplines of biological science for economic, environmental and societal benefits of mankind.

Online Applications are invited to fill up the following vacancies as per the details given below.

Designation	Pay Matrix (7th CPC)	No of Posts & reservation	Total Emoluments	Upper Age limit not exceeding as on 09.07.2018
Gr.III (4)/Sr. Technical Officer (1)	Level-10	02(01 GEN, 01OBC)	Rs. 81,195/- Per month	35 years
Gr.III (5)/ Sr. Technical Officer (2)	Level-11	01 (unreserved)	Rs. 96,391/- Per month	40 Years
Gr.III (5)/ Sr. Technical Officer (2)	Level-11	01 (unreserved)	Rs. 96,391/- Per month	40 Years
Gr.III (5), Sr Technical Officer (2)	Level-11	01 (unreserved)	Rs. 96,391/- Per month	40 Years

Post code: TE01

Name of post/ Age Limit: Gr.III (4) /Sr. Technical Officer (1) / 35 years

No of posts and reservation: 01 (Reserved for OBC)

Pay Matrix: 10

Total Emolument: Approx. Rs. 81,195/-per month

Essential Qualification & Experience: BE/B. Tech or equivalent with 55% marks in Computer Science / Bioinformatics with **two** years experience in High throughput/Big data analysis or experience in developing system / database for analysis and handling high throughput genomic data such as Next Generation Sequencing based data.

Desirable Qualification: Programming knowledge with proficiency in at least one Programming language such as R, Python or Perl

Job Specification: To contribute as team member, to high throughput Big data analysis, primarily DNA sequence data generated in NGS approaches.

Post code: TE02

Name of post/ Age Limit: Gr.III (4) /Sr. Technical Officer (1) / 35 years

No of posts and reservation: 01 (Unreserved)

Pay Matrix: 10

Total Emolument: Approx. Rs. 81,195/-Per month

Essential Qualification & Experience: BE/B.Tech or equivalent with 55% marks in computer science / Bioinformatics / Biotechnology with **two** years experience in web management and creation of web tools along with developing website and its maintenance.

Desirable Qualification: Familiarity with Linux and managing databases.

Job Description: Management of Institute website, Creation of web-based tools and work as a team member of the IT group.

Post code: TE03

Name of post/ Age Limit: Gr.III (5) /Sr. Technical Officer (2) / 40 years

No of posts and reservation: 01 (unreserved)

Pay Matrix: 11

Total Emolument: Rs. 96,391/- Per month

Essential Qualification & Experience: B.E/B.Tech or Equivalent with 55% marks in life science with **five** years experience in Research/teaching/skilling experience in modern biology techniques with first-hand knowledge of diverse molecular biology techniques/NGS techniques/cell culture/stem cell technology/bioinformatics of genomics data analysis.

Desirable Qualification: High degree of proficiency in Scientific communication & writing skill and presentation.

Job Specification:

1. To manage various training and skilling programmes of the laboratory

2. Develop/modify training/skilling courses to stay up-to-date with the area standards
3. Participate in teaching and hands on components of the training & skilling programmes

Post code: TE04

Name of post/ Age Limit: Gr.III (5) /Sr. Technical Officer (2) / 40 years

No of posts and reservation: 01 (unreserved)

Pay Matrix: 11

Total Emolument: Rs. 96,391/- Per month

Essential Qualification & Experience: Post Graduate Diploma in intellectual property law after M.Sc with 55% marks with **three** years experience in area of business development, marketing and technology transfer and IP related activities.

Or

BE/B.Tech or equivalent with 55% marks in any Life Science subject with **five** years experience in area of business development, marketing and technology transfer and IP related activities.

Desirable Qualification:

- a. Extensive knowledge and understanding of IP related issues (IP strategy for business, due diligence)
or
- b. Experience of marketing with biotech sector
or
- c. Experience with startup, Government organization.

Job Specification:

1. Manage all IP related matters of the laboratory
2. Interact with potential industry partners
3. Contribute to incubation activities of entrepreneurs

Post code: TE05

Name of post/ Age Limit: Gr.III (5) /Sr. Technical Officer (2) / 40 years

No of posts and reservation: 01 (unreserved)

Pay Matrix: 11

Total Emolument: Rs. 96,391/- Per month

Essential Qualification & Experience: BE/B.Tech or equivalent with 55% marks in any life science subject with **five** years experience in the area of Scientific Communication and Scientific Writing with Govt. organizations/Research institutes.

Desirable Qualification: Familiarity with modern web-based communication methods, ability to explain modern biology to general public.

Job Specification:

1. Popularize research findings of the lab to the general public, preferably using multimedia tools
2. Preparation of research reports and presentations
3. Contribute to scientific communication, documentation and outreach activities

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. Council employees are also eligible for accommodation of their entitled type as per CSIR allotment rules depending on availability in which case HRA will not be admissible.
- b. **In addition to the emoluments indicated against each category of posts, benefits such as** reimbursements of Medical Expenses, Leave Travel Concession, and House Building Advance are available as per CSIR rules.
- c. CSIR provides excellent opportunities to deserving candidates for career advancement under Assessment Promotion scheme for Technical Staff.
- d. All New Entrants will be governed by the “**New Pension Scheme**” based on defined Contributions for new entrants, as adopted by CSIR for its employees. However, persons selected from other Government Departments/Autonomous Bodies/ Public Sector Undertakings /Central Universities joined before 01.01.2004 and having Pension Scheme on Govt. of India pattern will continue to be governed by the existing Pension Scheme i.e. CCS (Pension) Rules, 1972 as per rules.

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 stipulated in the advertisement as on the last date of receipt of hard copy of the applications. They are advised to satisfy themselves before applying that they possess at least the essential qualifications laid down for various posts as on the last date of receipt of the applications. No enquiry asking for advice as to eligibility will be entertained.

The prescribed essential qualifications are the minimum and the mere possession of the same does not entitle candidates to be called for interview. The duly constituted Screening Committee will adopt its own criteria for short-listing the candidates. The candidate should therefore, mention in the application all the qualifications and experiences in the relevant area over and above the minimum prescribed qualification, supported with documents. The application should be accompanied by self attested copies of the relevant educational qualification, experience. The prescribed qualifications should have been obtained through recognized Universities / Institutions. Incomplete applications/applications received or not accompanied with the required certificates / documents **are liable to be rejected.**

- c. 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 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.
- d. The period of experience rendered by a candidate on part time basis, daily wages, visiting/ guest faculty will not be counted while calculating the valid experience for short listing the candidates for interview.
- e. 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.

- f. The date for determining the upper age limit, qualifications and /or experience shall be the closing date prescribed for receipt of hard copy(s) of applications i.e **.09.07.2018.**
- g. 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 prescribed for that Grade.
- h. Persons with disabilities (PWD) fulfilling the eligibility conditions prescribed under GOI instructions are encouraged to apply.
- i. Any discrepancy found between the information given in application and as evident in original documents will make the candidate ineligible for appearing in interview.
- j. The decision of the director **CSIR-CCMB Hyderabad** in all matters relating to eligibility, acceptance or rejection of applications, mode of selection, and conduct of examination/interview will be final and binding on the candidates.
- k. The number of vacancies may vary (increase or decrease) at the time of actual selection.
- l. Canvassing in any form and / or bringing any influence political or otherwise will be treated as a disqualification for the post.
- m. Date of interview or any other updates as the case may be will be displayed on CSIR-CCMB website.
- n. **NO INTERIM ENQUIRY OR CORRESPONDENCE WILL BE ENTERTAINED.**

3. Age Relaxations :

- a. The upper age limit is relaxable upto 03 years for OBC as per Government orders in force only in those cases where the post are reserved for respective categories, on 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 upto five years for the regular employees working in CSIR laboratories , Government Departments, Autonomous bodies and public sector undertakings.
- c. Age relaxation to Physically Handicapped (PH) persons: Age relaxation of 10 years is allowed 13 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 proforma 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 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.
- d. 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 number of candidates possessing the requisite qualification and/ or experience is not available to fill up the posts.
- e. Relaxation of five years will also be permissible to those who had ordinarily been domiciled in the Kashmir division of the state of Jammu and Kashmir during the period from 1-1-1980 to 31-12-1989 subject to production of relevant certificate from concerned authority.

4. **How to apply :**

- a. Candidates are required to apply ONLINE ONLY through our website <http://www.ccmb.res.in> followed by sending hard copy of online application and data sheet generated duly signed along with copies of mark sheets, certificates, reprint of applications and other testimonials etc.
- b. Online application will be available on our website <http://www.ccmb.res.in> from **02.06.2018 to 25.06.2018**.
- c. **Candidates are required to remit the application fee of Rs. 100/- in favour of “Director, CSIR-CCMB through online payment system i.e. NEFT/Bank Transfer/Net Banking, etc., with the following details:**

- Bank Name :State Bank of India
- Account No. :62047049509
- IFSC Code :SBIN0020087
- MICR No :500002318
- Branch Name& Code : Habshiguda Branch, Hyderabad, 20087

The candidate are required to generate acknowledgement of remitted application fee from the online payment system , containing UTR Number/Transaction Number and transaction date and the same is required to be attached along with the hard copy of online application

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

1. Candidate Name
2. Application No.
3. Post code Applied for
4. Candidate category

The candidates belonging to SC/ST/PH/Women/CSIR Employees/Abroad Candidates category are exempted from payment of application fee.

- d. The last date for receipt of hard copy of application is **09.07.2018**. This date will be the same for the candidates belonging to far-flung areas.
- e. 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.
- f. After completely filling the online application form candidate can submit and take printout of the generated filled application and data sheet. Candidates need to note down Application No. for future communication .**The candidate must sign the computer generated application and datasheet.**
- g. The computer generated application duly signed by the candidate and 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 should be sent in an envelope superscribed “APPLICATION FOR THE POST OF _____ (Post Code _____)” so as to reach the Recruitment section, **CSIR-Centre for Cellular and Molecular Biology, Hyderabad – 500007, Telangana** on or before **09.07.2018**. Candidates applying for more than one post must submit separate application form and remit application fee for each post indicating the code No. of the post. 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.
- h. Applications from employees of Government Departments will be considered only if forwarded through proper channel. However, advance copy of the application may be submitted before the

closing date. Applications routed through proper channel should reach **CSIR-CCMB Hyderabad** at the earliest.

- i. 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-CCMB Hyderabad**.
- j. Incomplete applications (i.e. without photograph, unsigned, without application fee and without supporting document / testimonials etc.) will not be entertained and will be summarily rejected.

5. **Following documents must be attached along with application form sent by post:**

- a. Signed copy of printed Online application form along with proof of submission of prescribed application fee.
- b. Coloured photograph pasted on the form and signed across in full.
- c. Self Attested photocopy of Date of Birth Certificate.
- d. Self Attested photocopies of certificates of educational and other qualifications
- e. Self Attested photocopy of caste certificate/category certificate, in the prescribed Government of India format signed by the specified authority, if applicable.
- f. Self Attested photocopies of experience certificates, if any.
- g. List of Publications, copies of reprint if any.

Controller of Administration