



CSIR- CENTRE FOR CELLULAR AND MOLECULAR BIOLOGY

(Council of Scientific and Industrial Research)
Uppal Road, Habsiguda, Hyderabad - 500 007, Telangana.

“Government strives to have a workforce which reflects gender balance and women candidates are encouraged to apply”

Advertisement No. 01/2020

Date of commencement of online applications: 30-01-2020

Last date for receipt of online applications: 20-02-2020

Last date for receipt of hard copy of applications: 28-02-2020

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 from enthusiastic, young, dynamic and talented professionals having excellent academic record and proven professional skills & achievements and zeal for innovative technical support in Research & Development activities for the following posts of Technical staff.

Name of the Post	No. of Posts & Reservation status	Pay Matrix Level	Total Emoluments*	Upper Age Limit** (As on last date of receipt of hardcopy of applications)
Technical Assistant	03 [OBC : 02 SC : 01]	Pay Matrix Level-6, Cell-1	Rs. 54,126/-	28 years

* Approximate emoluments on minimum of scale including HRA applicable to Hyderabad city, DA, TA etc.

** Please see age relaxation under Relaxation Column.

Abbreviations used: OBC – Other Backward Classes, SC - Scheduled Caste.

Name of the Post & Post Code	No. of Posts & Reservation status	Essential Qualification(s)	Desirable Qualifications	Job Specification
Technical Assistant (T 01)	01 [OBC]	1 st Class B.Sc. (Life Sciences) degree with 01 year full time professional qualification or 01 year experience in the area of Next Generation Sequencing from a recognized institute / organization.	Experience in High throughput/ Big data analysis or experience in developing tools/databases for analysis of high throughput genomic data.	To contribute as a team member in CCMB Genomics facility, particularly in data analysis generated in large scale genomics projects.
Technical Assistant (T 02)	01 [SC]	1 st Class B.Sc. (Life Sciences) degree with 01 year full time professional qualification or 01 year experience in the area of Transgenic Knockout Animals from a recognized institute / organization.	Experience in laboratory animal management and /or veterinary clinical pathology and histopathology.	The incumbent is expected to assist in lab animal's daily management, perform lab tests, histopathology slide preparation work and preparation of reports, management of records and other routine activities of the Animal Facility of Lab.
Technical Assistant (T 03)	01 [OBC]	1 st Class B.Sc. (Life Sciences) degree with 01 year full time professional qualification or 01 year experience in the area of Cell Culture from a recognized institute / organization.	Experience in cell culture techniques, molecular biology and recombinant DNA techniques.	To contribute as a team member in CCMB Tissue Culture facility.

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 post, benefits such as applicability of New Pension Scheme (NPS) 2004, reimbursements of Medical Expenses, Leave Travel Concession, Personal Computer Advance and House Building Advance are available as per CSIR rules.
- c. CSIR provides excellent opportunities to deserving candidates for career advancement under Revised Merit and Normal Assessment scheme for Technical Staff.

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 trade test / written test. 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. Completion of degree will be reckoned from the date of issue of provisional certificate/notification.

- c. 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.**
- d. 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.

- e. 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 trade test / written test.
- f. If any document / certificate furnished are 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.
- g. 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. **28-02-2020**.
- 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 prescribed for that Grade.
- i. Persons with disabilities (PWD) fulfilling the eligibility conditions prescribed under GOI instructions are encouraged to apply.
- j. **In case a candidate is staying abroad, his/her candidature may be considered *in absentia* by the Selection Committee on his/her written request.**
- k. Any discrepancy found between the information given in application and as evident in original documents will make the candidate ineligible for appearing in trade test / written test.
- l. 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 will be final and binding on the candidates.
- m. The number of vacancies may vary (increase or decrease) at the time of actual selection. However, the change, if any, shall be notified on our website only.
- n. Canvassing in any form and / or bringing any influence political or otherwise will be treated as a disqualification for the post.
- o. NO INTERIM ENQUIRY OR CORRESPONDANCE WILL BE ENTERTAINED.
- p. SC/ST/OBC/PWD/EWS (Economically Weaker Section) candidates are required to produce a copy of the relevant certificate in the prescribed format of Government of India (GOI) signed by the specified authority along with their hard copy of application form for the posts reserved for respective category.

3. Mode of Recruitment :

Duly constituted Screening Committee will screen the applications and recommend the candidates to be called for Trade test. The screening Committee will adopt its own criteria for short listing the candidate to be called for trade test and written test.

Stage I: Trade Test

The Selection Committee would conduct Trade test in the relevant subjects. Those who qualify in the trade test will be invited for a competitive written examination. The final merit list will be prepared on the basis of the performance of the candidates in the competitive written examination.

Stage II: Written Examination.

Mode of Examination	OMR based or Computer based online Objective Type Multiple Choice Examination
Medium of Questions	The questions will be set both in English and Hindi except the questions in English Language.
Standard of Examination	Graduation level (based on the advertised qualification of the post)
Total No. of Questions	200
Total Time allotted	03 Hrs.

Paper I (1 Hour duration)

Subject	No. of Questions	Maximum Marks	Negative Marks
Mental Ability Test*	50	100 (2 marks for every correct answer).	<u>There will be no negative marks in this paper.</u>

*Mental Ability Test consisting of General Intelligence, Quantitative Aptitude, Reasoning, Problem Solving, Situational Judgment, etc.

The Paper II and Paper III will be evaluated only for those candidates who secure minimum threshold marks (to be determined by the Selection Committee in the Paper I.

Paper II (30 Minutes)

Subject	No. of Questions	Maximum Marks	Negative Marks
General Awareness	25	75 (3 marks for every correct answer).	One negative mark for every wrong answer.
English Language	25	75 (3 marks for every correct answer).	One negative mark for every wrong answer.

Paper III (90 Minutes)

Subject	No. of Questions	Maximum Marks	Negative Marks
Concerned Subject*	100	300 (3 marks for every correct answer).	One negative mark for every wrong answer.

***Concerned Subject** is based on the advertised qualification of the post

The second and Third paper will be evaluated only for those candidates who secure the minimum threshold marks (to be determined by selection Committee) in the first paper.

The Final merit list will be prepared only on the basis of the marks obtained by the candidate in Paper-II and Paper-III.

4. Age & other Relaxations :

- a. Upper age limit is relaxable up to five years for the regular employees working in CSIR laboratories / institutes, Government Departments, autonomous bodies and public sector undertakings.
- b. The upper age limit is relaxable up to 05 years for SC and 03 years for OBC as per Government orders in force only in those cases where the post is reserved for respective categories, on production of relevant certificate in the prescribed format signed by the specified authority.
- c. Age relaxation to Persons with Disabilities (PWD) category: Age relaxation of 10 years is allowed to blind and low vision, deaf and hard of hearing, locomotor disabilities, autism, intellectual disability, specific learning disability, mental illness and multiple disabilities persons. 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.
- 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.
- f. Age relaxation to widows, Divorced Women and Women judicially separated from husband and who are not remarried will be granted as per GOI orders.

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, fee payment receipt, reprint of applications and other testimonials etc.
- b. Online application will be available on our website <http://www.ccmb.res.in> up to **20-02-2020**.

c. Interested candidates are advised to apply in time to avoid last minute rush.

- d. Candidates applying for more than one post code must submit separate applications indicating the post code of the post in the application form. Each application should be accompanied by separate SB Collect payment receipt.
- e. For submission of online applications the candidates are required to pay a non-refundable fee of Rs. 100/- (Rupees ONE Hundred Only) through **State Bank Collect** only. The transaction number generated after successful payment of fee is required to be mentioned in the online application. The candidates are advised to download the E-receipt (SB Collect receipt) and preserve it.

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

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

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

- f. The last date for receipt of hard copy of application is **28-02-2020**. 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.
- h. 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 while sending the hardcopy of application.**
- i. 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, fee payment receipt, 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 super scribed “**APPLICATION FOR THE POST OF _____ (Post Code _____)**” so as to reach the **Section Officer (Recruitment), CSIR-Centre for Cellular and Molecular Biology, Uppal Road, Habsiguda, Hyderabad – 500007, Telangana** on or before **28.02.2020**. Application once made will not be allowed to withdraw 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 the employees of Government Departments will be considered only if forwarded through proper channel, with a vigilance clearance certificate and a certificate from the employer that the applicant, if selected will be relieved within one

month of the receipt of the appointment orders. However, advance copy of the application may be submitted before the closing date. Applications routed through proper channel should reach **CSIR-CCMB Hyderabad** at the earliest.

- k. 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**.
- l. Incomplete applications (i.e. without photograph, application fee, applicable testimonials and unsigned 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 printout of online application form along with proof of submission of prescribed application fee.
- b. Self Attested photocopy of Date of Birth Certificate.
- c. Self Attested photocopies of educational qualifications certificates.
- d. Self Attested photocopy of caste certificate/category certificate, PWD certificate in the prescribed Government of India format signed by the specified authority, if applicable.
- e. Self Attested photocopies of experience certificates, if any.
- f. Fee payment receipt (SB Collect).
- g. List of Publications, copies of reprint if any.

Sd/-

Administrative Officer