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**GOVERNMENT OF INDIA
STAFF SELECTION COMMISSION
(NORTHERN REGION)**

Website: sscnr.net.in

ADVT. NO. NR/1/2012

CLOSING DATE: 12.10.2012

F. NO. 8/3/2012-RNR

**APPLICATIONS IN THE PRESCRIBED PROFORMA ARE INVITED FROM
ELIGIBLE CANDIDATES FOR THE FOLLOWING GROUP 'B' & 'C' NON-
GAZETTED POSTS FOR VARIOUS MINISTRIES/OFFICES OF THE
GOVERNMENT OF INDIA**

Post Cat. No. B-01: Assistant Drugs Inspector in O/o Directorate General Health Services, New Delhi

Pay Scale: Rs.9300-34800 with G.P. Rs. 4200/- (Group-B, Non-Gazetted)

Vacancy: 31 (17-UR, OBC-08, 04-SC & 02-ST)

PH (OH/VH/HH) candidates are **not** eligible for this post.

Age: 18-30 years

EQ: Degree in Pharmacy or Pharmaceutical Sciences or Medicine with Specialization in Clinical Pharmacology or Microbiology from a recognized University or equivalent.

D.Q. Nil

J.R.- To assist in evaluation of safety efficacy and quality of Drugs as per requirement of Drugs and cosmetics Act, 1940. To assist in the matter of taking samples. To assist CDSCO officer in the matter of monitoring documentation. To carry out such other duties as may be assigned under the Drugs and Cosmetics Act and Rules frame their under.

I.P. Delhi with AISL.

Post Cat. No. B-02:- Data Processing Assistant Grade 'B', in O/o NCRB, MHA, New Delhi.

Pay Scale: : Rs.9300-34800+Grade Pay Rs.4600/-, (Group 'B', Non-Gazetted)

Vacancy : 04 (03-UR & 01-OBC)

PH (OH/VH/HH) candidates are **not** eligible for this post.

Age : : 18-30 years.

EQ: Master's Degree in Computer Applications or Computer Science or M. Tech. (with specialisation in Computer Applications) or B.E./B. Tech. in Information Technology or Computer Engineering or Computer Science or Computer Technology from a recognised University or Institute.

OR

i) B.E./B. Tech in Electronics or Electronics and Communication from a recognized University or Institute; and

(ii) Two years' experience in Electronic Data Processing work including experience of actual programming.

OR

(i) Bachelor's Degree in Computer Applications or Computer Science or Information Technology or Electronics from a recognised University; and

(ii) Two years' experience in Electronic Data Processing Work including experience of actual programming.

OR

(i) 'A' level Diploma under DOEACC Programme or Post Graduate Diploma in Computer Applications or Computer System and Management or Information System and Application or Computer Science or Computer Technology or Information Technology or Electronics or Electronics and Communication offered under University Programme or Post Polytechnic Diploma in Computer Applications or Computer system and management or information system and Application or Computer Science or Computer Technology or Information Technology or Electronics or Electronics and Communication awarded by the State Council of Technical Education; and

(ii) Three years' experience of Electronic Data Processing work including experience of actual Programming.

J.R: Assistance in the design, development and implementation of information systems and Data bases, Operations and analysis thereon, including assistance to system analysis programming and data organisation, Data Collection, Collation Validation Coding, Processing and maintenance of all forms of data including alpha- numerical textual graphic voice and optical, and operation of any type of EDP Machine/Computer/Computer based on-line or real time systems/Computer Network bases systems etc.

I.P.: New Delhi with All India Service Liability.

Post Cat. No.B-03:- Senior Technical Assistant in AFHQ, M/o Defence, New Delhi.

Pay Scale: : Rs.9300-34800 +GP-Rs. 4600/- (Group 'B', Non-Gazetted)

Vacancy : 25 (16-UR, 06-OBC & 03-SC) (01 post is reserved for OH (OA/OL) candidate only).

PH (OH/VH/HH) candidates are also eligible for this post.

Age : : 18-30 years.

EQ: (i) Master's Degree in Mathematics/Statistics or Mathematical Statistics/ Electronics/Computer Science from a recognised University or equivalent; and

(ii) Research experience in Mathematics or Mathematical Statistics/Computer Programming or in work involving applications on Theory of Numbers or Groups.

- D.Q.:** (i) Knowledge of any one of the following Foreign Languages:-
1. Arabic 2. Pushto 3. Chinese (Mandarin) 4. Chinese (Cantonese) 5. Myanmarese
6. Indonesian, 7. Tibetan 8. Bhutanese 9. Malaysian 10. Dari.
(ii) Training/Experience in programming on Electronics Data Processing System.
(NOTE: Atleast one candidate may be nominated in each of the above mentioned language)

J.R.: Analysis and study in respect of task assigned to him. Study of Computer statement and submission of the result of study. Expeditious and maximum clearance of the output resulting from the exploitation of the established results. Assisting Officer-in-charge of the team in periodic destruction of obsolete and classified documents/material.

I.P.: New Delhi with AISL

Post Cat. No. B-04: Research Investigator (Forestry) in M/o Environment & Forest, New Delhi.

Pay Scale: Rs.9300-34800 with G.P. Rs. 4200/- (**Group-B, Non-Gazetted**)

Vacancy: 01 (Reserved for HH/UR)

Age: 18-30 years

- EQ:** i. Master's Degree in Statistics or Operation Research or Forestry or Economics (with Statistics) or Commerce (with Statistics) or Mathematics (with Statistics) or Agriculture (with statistics) or Two years' Post-graduate Diploma in Forestry Management from a recognized University or Institute ; and
ii. One year's experience in collection or compilation or analysis of data including data in Agriculture or Forestry work.

D.Q. Nil

J.R.- Collection/compilation/analysis of agriculture/Forestry data. Examination and scrutiny of various project proposals. Examination and analysis of proposal received from Regional centre of the Ministry. Follow-up action with states/UTs with regard to the forest Conservation Act/Environment Protection Act. Coordination of Training Programme of IFS officers, etc.

I.P. New Delhi with AISL.

Post Cat. No. B-05: Technician in O/o National Centre for Disease Control, Delhi.

Pay Scale: Rs.9300-34800 with G.P. Rs. 4200/- (Group-B, Non-Gazetted)

Vacancy: 13 (UR-8, OBC-04 & SC-01)

PH (OH/HH) candidates are also eligible for this post.

Age: 18-25 years

EQ: Science Graduate in Biology/Biochemistry/Microbiology.

D.Q. One year's practical experience in Medical and Biology Laboratory.

J.R.- To assist in Research work/Health Programmes. Field visit during epidemic, Testing of samples in Laboratory etc.

I.P. Delhi and Alwar (Rajasthan) with AISL.

Post Cat. No. B-06: Assistant (Legal) in M/o Law & Justice, New Delhi.

Pay Scale: Rs.9300-34800 with G.P. Rs. 4600/- (Group-B, Non-Gazetted)

Vacancy: 04 (UR-02, SC-01 & 01 reserved for OH/OBC)

PH (OH) candidates are also eligible for the post.

Age: 18-30 years

- EQ:** (i) Degree in Law of a recognised University or equivalent; and
(ii) 3 years' experience in legal matters in Central/State Government.

OR

Should be a qualified legal practitioner who has had practiced as such for a period of two years.

D.Q. Nil

- J.R.-** (i) Putting up precedents on matters regarding Legislative drafting;
(ii) Assistance to Officer in the Legislative Department in vetting statutory rules, order etc.
(iii) Examination of the Acts of Parliament for the purpose of preparation of manuscripts for the India Code Volumes.
(iv) Preparing Para wise comments, briefing to the advocate and attending Court.

I.P. New Delhi .

Post Cat. No. B-07: Research Assistant in O/o National Centre for Disease Control, DGHS, Delhi.

Pay Scale: Rs.9300-34800 with G.P. Rs. 4200/- (Group-B, Non-Gazetted)

Vacancy: 08(UR-03, OBC-03 & SC-02, including 01 vacancy reserved for HH)

PH (OH/HH) candidates are also eligible for this post.

Age: 18-30 years

EQ: A Master's Degree in Zoology/ Microbiology /Biochemistry.
D.Q. Two years' practical experience in Medical/Research Laboratory.
J.R.- To assist in Research Work/Health Programmes, Field visits during epidemic etc.
I.P. Delhi with AISL.

Post Cat. No. B-08: Wildlife Inspector in O/o Wildlife Crime Control Bureau, New Delhi.

Pay Scale: Rs.5500-9000/- (Pre-revised) Group-B Non-Gazetted.

Vacancy: 01 (UR)

PH (OH/HH/VH) candidates are **not** eligible for this post.

Age: 18-30 years

EQ: (i) Bachelor's Degree in Science with Zoology as a subject; and
(ii) Diploma/Certificate in Wildlife Management awarded by the Wildlife Institute of India or equivalent.

D.Q.: Nil

J.R.- Enforcement of provisions of Wildlife (P) Act, 1972 gathering information on illegal trade in Northern Region and conducting raid with the help of local Forest/Policy official. Detecting and booking offence cases under Wildlife (P) Act and Customs Act. Attending court cases in various courts of Law located in Northern Region including Supreme Court and High Court in India etc.

I.P.: New Delhi with AISL.

Post Cat. No. B-09: Security Assistant in O /o National Museum, New Delhi.

Pay Scale: Rs.9300-34800 with G.P. Rs. 4200/- (Group-B, Non-Gazetted)

Vacancy: 01 (UR)

PH (OH/HH/VH) candidates are **not** eligible for this post.

Age: 18-28 years

EQ: (i) Graduate from a recognised University or equivalent; and
(ii) Experience of handling Security/Sanitary arrangements of big building.

D.Q.: 3-5 years service in Military/Police.

J.R.- To direct and control all services of guarding and preserving the National Museum and its collection. To supervise the services of cleaning maintenance, mechanical upkeep and in all respects to keep control over the physical premises of National Museum.

I.P.: New Delhi.

Post Cat. No. B-10: Research Assistant in O/o Town & Country Planning, New Delhi.

Pay Scale: Rs.9300-34800/- with G.P. Rs. 4600/- (Group-B, Non-Gazetted)

Vacancy: 02 (UR-01 & SC-01)

PH (OH with One Arm, One Leg/HH/VH with Low Vision) candidates are also eligible for this post.

Age: 18-30 years

EQ: (i) Master's Degree in Economics/Statistics/Geography/ Sociology/ Social Work/ Public Administration from a recognised University or equivalent.
(ii) 2 years' experience of collection and processing of data and preparing reports preferably in Urban and Regional Planning.

D.Q. : Familiarity with local administration or Public Finance or Computer programming or cartography.

J.R.- Interpretation of collected data pertaining to various surveys. Preparation of surveys reports on the basis of tabulated data for the discussion purposes. Organising and supervising field surveys.

I.P.: New Delhi with AISL.

Post Cat. No. B-11: Assistant Curators in O/o National Museum, New Delhi.

Pay Scale: Rs.9300-34800/- with G.P. Rs. 4200/- (Group-B, Non-Gazetted)

Vacancy: 11 (UR-05, OBC-04, SC-01 & ST-01)

PH (OH/HH/VH) candidates are **not** eligible for this post.

S.No.	Post	No. of vacancy
1	Assistant Curator (Central Asian Antiquity)	01 (UR)
2	Assistant Curator (Painting)	01 (UR)
3	Assistant Curator (Decorative Arts)	01 (OBC)
4	Assistant Curator (Arms)	01 (OBC)
5	Assistant Curator (Technical Unit)	01(OBC)
6	Assistant Curator (Education)	02 (UR-01 & ST-01)
7	Assistant Curator (Publication)	01 (SC)
8	Assistant Curator (Numismatic & Epigraphy)	01 (UR)
9	Assistant Curator (Archaeology)	01 (UR)

10	Assistant Curator (Pre Columbian and Western Art)	01 (OBC)
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Age: 18-30 years

EQ: Master's Degree in Museology or History of Arts from a recognised University or equivalent.

OR

Master's Degree in Indian History or Ancient Indian History, Culture and Archaeology or Ancient Indian History and Epigraphy or Sanskrit or Pali or Prakrit or Persian or Arabic or Archaeology or Anthropology or Fine Arts from a recognised university or equivalent with Diploma/Certificate in Museology or recognised Institution or equivalent.

D.Q.: Nil.

J.R.- To assist Deputy Curator and Curator in cataloguing, storage & exhibitions. Custody and documentation of the collection, exhibition & Research. To provide guided tours at regular intervals during the day. To conduct school classes on appointment through the galleries. Conducting visitors round the galleries. Proof reading in Hindi & English for publication, to give lectures, etc.

I.P.: New Delhi.

Post Cat. No. B-12: Assistant Curator (Arabic Manuscripts) in the O/o National Museum, New Delhi.

Pay Scale: Rs.9300-34800/- with G.P. Rs. 4200/- (Group-B, Non-Gazetted)

Vacancy: 01 (UR)

PH (OH with one arm, one leg/HH) candidates are also eligible for this post.

Age: 18-30years

EQ: (i) Master's Degree in Arabic or Fazil Degree (equivalent to Master's Degree) from a recognised University/Institution or equivalent; and
(ii) Should have studied Indian History as a subject at Bachelor's Degree level.

D.Q.: Nil.

J.R.- Custody and documentation of the collection, exhibition & Research. To assist Curator, Deputy Curator in cataloguing, storage & exhibition.

I.P.: New Delhi.

Post Cat. No. B-13: Senior Research Assistant in O/o Central Water Commission, NOIDA

Pay Scale: Rs.9300-34800/- + G.P. Rs. 4200/- (Group-B, Non-Gazetted)

Vacancy: 01 (OBC)

PH (OH/VH/HH) candidates are **not** eligible for this post.

Age: 18-28 years

EQ: Bachelor's degree in Chemistry from a recognised University or equivalent.

D.Q. Nil.

J.R.- Collection and analysis of Water samples for parameters viz. physio-chemical, Microbiological including Trace & Toxic, Total carbon pesticides & insecticides etc. Collection of sediment samples and their analysis where required. Physical determinations like wet density, sp. Gravity, Mechanical analysis of river bed samples etc.

I.P. Jaipur with AISL.

Post Cat. No. B-14: Botanical Assistant in O/o Botanical Survey of India, Jodhpur.

Pay Scale: Rs.9300-34800/- + G.P. Rs. 4200/- (Group-B, Non-Gazetted)

Vacancy: 02 (UR-01& OBC-01)

PH (OH/HH/VH) candidates are **not** eligible for this post.

Age: 18-30 years

EQ: (i) M. Sc. in Botany or 1st Class B.Sc. (Hons) Degree in Botany or 2nd Class B.Sc. with Botany with 3 years experience ;and
ii) Aptitude for systematic Botany as evidenced by having taken special papers in the subject

having research or field experience.

D.Q. Experience of plant collection in the field. Ability to write reports of Scientific nature.

J.R.- To assist in Scientific Research and prepare proper scientific Reports on field & on herbarium specimen. Identification and cataloguing of flora and studying them in the various aspects on the field as well as in the herbarium and laboratory. To undertake field excursions, collection of plants in live condition and preservation of dried specimens in the herbarium cultivation of plants in nursery and other cultural media.

I.P. Jodhpur (Rajasthan).

Post Cat. No. B-15: Court Master in O/o Customs, Excise and Service Tax appellate Tribunal, New Delhi.

Pay Scale: Rs.9300-34800/- + G.P. Rs. 4200/- (Group-B, Non-Gazetted)

Vacancy: 01 (SC)

PH (OH/HH/VH) candidates are **not** eligible for this post.

Age: 18-32 years

EQ: (i) Degree in any subject of a recognised University or equivalent.
(ii) 2 years' experience in Courts/Tribunals.

D.Q. Degree in Law from a recognised university.

J.R.- To collect the files from the registry concerned and prepare Cause Lists, checking up of the appeals, stay, miscellaneous applications etc. flag the relevant orders. To collect the reference books on citation made in the submissions of the parties and prepare respective folders for the Members constituting the Bench. He is also to attend the Court hearing, note down the orders of the Bench, help the Court in the functioning of the Bench to collect all the case files, distribute the files reserved for orders and return the rest of the files to the Registry concerned, to keep liaison with the Registry, the members and the personal staff of the Members in routing of the files.

I.P. New Delhi.

Post Cat. No. B-16: Junior Technical Assistant in M/o Corporate Affairs, Noida, (U.P.).

Pay Scale: Rs.9300-34800/- + G.P. Rs. 4200/- (Group-B, Non-Gazetted)

Vacancy: 11 (UR-07, OBC-02, SC-01 & ST-01)

OH/HH candidates are also eligible for this post.

Age: 18-27 years

EQ: M.Com. or Degree in Commerce/Economics with Degree in Law from a recognised University or equivalent.

D.Q. Nil.

J.R.- To deal with matters under the Companies Act, 1956.

I.P. Delhi, Chandigarh, Jammu with AISL.

Post Cat. No. B-17: Research Assistant in O/o Bureau of Police Research & Development, New Delhi.

Pay Scale: Rs.9300-34800/- + G.P. Rs. 4200/- (Group-B, Non-Gazetted)

Vacancy: 04 (UR-03 & OBC-01)

PH (OH/HH/VH) candidates are **not** eligible for this post.

Age: 18-30 years

EQ: 1. Master's Degree in Criminology or Sociology or Social Work or Psychology from a recognised University; and
2. Two years' experience in research work.

D.Q. : Nil.

J.R.- To carry out research studies on crime, criminology and different aspect of correctional Administration and organisation and prepare report regarding criminology amongst women, juvenile Delinquency, rehabilitation of delinquent women Criminal and studies, etc.

I.P. New Delhi with AISL.

Post Cat. No. B-18: Senior Scientific Assistant (Electronics) in O/o Bureau of Police Research & Development, New Delhi.

Pay Scale: Rs.9300-34800/- G.P. Rs. 4200/- (Group-B, Non-Gazetted)

Vacancy: 01 (UR)

PH (OH/HH/VH) candidates are **not** eligible for this post.
Age: 18-27 years
EQ: Masters' Degree in Physics with Electronics as a subject or Bachelor's degree Electronic Engineering from a recognised University or equivalent.
D.Q.: 1. Two years' experience in research, design, development or standardisation in the field of electronics.
2. "O" Level Diploma under of Department of Electronic Accredited Computer Courses Programme.
J.R.- Knowledge of all type of electronic gadgets including computers so as to evaluate the same. Handling operating and routine maintenance of all type of electronic goods for office work, like projectors (Audio video) presentation in multimedia mode. Liaison with various police & civil units for arranging meeting demonstration and discussion. Handling of office files for correspondence etc.
I.P.: New Delhi with AISL.

Post Cat. No. B-19: Senior Scientific Assistant (Operational Research) in O/o Bureau of Police Research & Development, New Delhi.

Pay Scale: Rs.9300-34800/- G.P. Rs. 4200/- (Group-B, Non-Gazetted)
Vacancy: 01 (UR)

PH (OH/HH/VH) candidates are **not** eligible for this post.
Age: 18-27 years
EQ: 1. Masters' Degree in Operational Research or in Mathematics with specialisation in Operational Research of a recognised University or equivalent; and
2. Two years' experience in Operational Research.
D.Q. : Nil
J.R.: Application of Operational Research techniques and advanced statistical techniques to the Research studies related to Police problems and to assist to Assistant (Research) in day to day routine work.
I.P.: New Delhi with AISL.

Post Cat. No. B-20: Heraldic Assistant in History Division, in O/o Jt. Secy. (Trg.) & CAO, New Delhi.

Pay Scale: Rs.9300-34800/- + G.P. Rs. 4200/- (Group-B, Non-Gazetted)

Vacancy: 01 (Reserved for OH)

The OH candidate should be with One Arm affected /One Leg affected or Both Legs affected but not Arms affected.

Age: 18-30 years

EQ: (I) Masters' Degree in History of a recognised University or equivalent with Sanskrit as compulsory or elective subject at Degree level.

OR

Master's Degree in Sanskrit from a recognised university or equivalent with History as compulsory or elective subject at degree level.

and

(II) 03 years' research experience relating to Ancient History.

D.Q. : NIL.

J.R. : To assist the Assistant Director (Heraldry) in his work. To carry out research in Indian History, Culture and Mythology with a view to tracing the Heraldic traditions of the country, etc.

I.P.: New Delhi with AISL.

Post Cat. No. B-21: Library & Information Assistant in D/o Industrial Policy & Promotion, New Delhi.

Pay Scale: Rs. 9300-34800/- +, G.P. Rs. 4200/- Group 'B' Non-Gazetted)

Vacancy: 01 (OBC)

PH (OH/HH/VH) candidates are **not** eligible for this post.

Age: 18-28 years (Upto 35 years for CGCE)

EQ: i) Degree of a recognized University or Equivalent; and
ii) Diploma in Library Science of a recognized Institute.

D.Q. : NIL

J.R.: Supervision and conduct of business with responsibility in Library.

I.P. : New Delhi with AISL.

Post Cat. No. B-22: Senior Library and Information Assistant in

1. Intelligence Bureau, New Delhi.

2.O/o JS (Trg) & CAO, M/o Defence, New Delhi.

3. O/o Lal Bahadur Shastri National Academy, Mussoorie .

Pay Scale: Rs. 9300-34800/- + G.P. Rs. 4200/- Group 'B' Non-Gazetted)

Vacancy: 05 [01-OBC for IB , 02 (UR-01 & OBC-01) for M/o Defence & 02-UR for Mussoorie]

PH (OH with OL/OA and HH with Partially Deaf) candidates are also eligible for this post.

Age: 18-30 years

EQ: i) Bachelor's Degree from a recognized university;

ii) Bachelor's Degree in Library Science from a recognised university; and

iii) Two years' experience in a public or Institutional Library.

OR

Certificate in Computer Applications from a recognised institute.

D.Q: NIL.

J.R. : Maintenance of books in the Library and to assist the Library and Information Officer.

Accessioning of Books/Entering Periodicals in Accession/Periodical Registers, Classification and Cataloguing of Books, etc.

I.P.: Mussoorie and Delhi with AISL.

Post Cat. No.B-23: Security Supervisor in D/o Electronics & Information Technology, New Delhi.

Pay Scale: Rs. 9300-34800/- + G.P. Rs. 4200/- (Group 'B', Non-Gazetted)

Vacancy: 02 (UR)

PH (OH/HH/VH) candidates are **not** eligible for this post.

Age: 18-27 years

EQ: i) Bachelor's Degree from a recognized University; and

ii) Three years' experience of supervising Security or Fire fighting work in Govt. or recognized Organizations.

D.Q. : Degree or Diploma or Certificate in maintenance of Security or fire fighting equipments from Government or recognized institutions.

J.R.- Control and Supervision of MTS posted at Key board/Reception Desk. To carry out surprise security inspections during night/holidays, lunch hours. To keep of National Flag and other allied matters. Custody and maintenance of keys and keys register relating to original and duplicate keys. To get himself acquainted with of fire fighting equipments/fire conductor/fire alarming system, etc.

I.P. New Delhi with AISL

Post Cat. No. B-24: Senior Technical Assistant (Seeds) in D/o Agriculture and Cooperation, New Delhi

Pay Scale: Rs. 9300-34800/- + G.P. Rs. 4200/- (Group 'B', Non-Gazetted)

Vacancy: 01 (UR)

PH (OH/HH) candidates are also eligible for this post.

Age: 18-30 years

EQ: i) Master's Degree in Agriculture from a recognized University or equivalent; and

ii) One year's experience in Planning and Implementation of programs of seeds production and distribution.

D.Q: Knowledge of Seeds Acts and rules framed there under.

J.R.- 1. Implementation and monitoring of components of Central Sector Scheme "Development and Strengthening of Seed Infrastructure Facilities for Production and distribution of Quality Seeds". Seed village Programme. Matters relating to Seeds for National Conference on Agriculture for Kharif and Rabi Campaign, etc.

I.P. New Delhi with AISL

Post Cat. No. B-25: Senior Scientific Assistant in O/o Directorate General of Employment & Training, New Delhi.

Pay Scale: Rs.9300-34800+ G.P.Rs.4200/- (Group-B, Non- Gazetted)

Vacancy: 01 (UR)

PH (OH/HH/VH) candidates are **not** eligible for this post.

Age: 18-30 years

EQ: Master's degree in Psychology or Education (M.Ed.) from a recognized University or equivalent.

OR

Postgraduate Diploma in Guidance.

D.Q Experience in administration scoring and interpretation or aptitude test.

J.R.- Administration of psychological tests, scoring of Answer Sheets of Psychological tests, and interpretation of test results. To assist in the preparation of psychological test items and manual of

instructions of psychological tests. To assist in the psychometric work in the development of psychological tests. To assist in the Training programmes. To conduct individual guidance programme.

I.P. New Delhi.

Post Cat. No. B-26: Senior Technical Assistant (Fisheries) in D/o Animal Husbandry, Dairying and Fisheries, M/o Agriculture, New Delhi.

Pay Scale: Rs.9300-34800+ G.P.Rs.4600/- (Group-B, Non- Gazetted)

Vacancy: 04 (UR-03 & ST-01)

PH (OH/HH/VH) candidates are **not** eligible for this post.

Age : 18- 30 years

EQ: 1. M. Sc. Degree in Zoology from a recognized university or equivalent; and
2. About 02 years' experience of research and/or field work in connection with Fisheries Development.

DQ: Diploma in Fisheries Science issued by the Central Institute of Fisheries Education, Bombay or equivalent.

JR: Assisting Seniors Officers in Fisheries division in:
Technical examination of proposal received from States/UTs/Other organisations for release of funds for fisheries development. Handling correspondence with States/UTs/ICAR and ICAR Institute relating to fisheries, etc.

I.P.: New Delhi with AISL.

Post Cat. No. B-27: Fisheries Research Investigator (Quarantine) in D/o Animal Husbandry, Dairying and Fisheries, M/o Agriculture, New Delhi.

Pay Scale: Rs.9300-34800+ G.P.Rs.4200/- (Group-B, Non- Gazetted)

Vacancy: 01 (UR)

PH (OH/HH/VH) candidates are **not** eligible for this post.

Age : 18- 30 years

EQ: 1. M. Sc. Degree in Zoology or Aquatic Life Science Or Fisheries Science from a recognized University or Post Graduate Diploma in Fisheries Science from Central Institute of Fisheries Education, Mumbai; and
2. Two years' experience in conducting research in fisheries in any Central or State Fishery Department, Indian Council of Agricultural Research Institute, Recognised Research Institution or in the Marine Products Export Development Authority or in a Public Undertaking or in Administering Fisheries Research and Training Centre including Administering Laboratories, stores etc.

DQ: Nil.

JR: To assist Deputy Director (Aquatic Quarantine) in carrying out the work and duties assigned to them relating to aquatic quarantine , import of fish product, aquatic animal disease monitoring and reporting.

I.P.: New Delhi with AISL.

Post Cat. No. B- 28:- PLANNING ASSISTANT in the O/o TOWN AND COUNTRY PLANNING ORGANISATION, M/o URBAN DEVELOPMENT, New Delhi.

Pay Scale: Rs.9300-34800+ G.P.Rs.4200/- (Group-B, Non- Gazetted)

Vacancy: 02 (UR-01 & ST-01)

PH (OH (OL) & HH) candidates are also eligible for this post.

Age : : 18-30 years

EQ: (i) Intermediate in Architecture from a recognized university / Institution or equivalent qualifications; and
(ii) About 2 years' experience in planning or Architectural Office in a design housing ,layouts, Planning, Surveys, cost estimates etc.

OR

(i) Diploma of 3 years in Civil Engineering or Municipal Engineering or equivalent qualification; and
(ii) Knowledge of Town Planning Building by-laws, Zoning Regulation and control etc.

DQ:- NIL

J.R.: Drafting, designing and preparation of layouts.

I.P.: New Delhi with AISL (Touring will be involved).

Post Cat. No. B-29: Senior Scientific Assistant (Photo), in the O/o CENTRAL FORENSIC SCIENCE LABORATORY (CBI), MHA, NEW DELHI

Pay Scale: Rs.9300-34800+ G.P.Rs.4200/- (Group-B, Non- Gazetted)

Vacancy: 01 (UR)

PH (OH/HH/VH) candidates are **not** eligible for this post.

Age : 18- 30 years.

EQ: (i) M.Sc. Degree from a recognised University or equivalent; and
(ii) One year's experience in a branches of photography including experience of scientific photography with theoretical and practical knowledge of its techniques.

OR

(i) B.Sc. degree from a recognised University or equivalent; and
(ii) Three years' experience in a branches of photography including experience of scientific photography with theoretical and practical knowledge of its techniques.

J.R.: (i) Assisting Reporting Officer in carrying out the case work in the division.
(ii) Maintenance of the official records like case registers & case files.
(iii) Other miscellaneous work assigned by SSOs from time to time.

I.P.: New Delhi with AISL.

Post Cat. No. B- 30: RUSSIAN STENO-II, in the O/o NAVAL HQRS. M/o DEFENCE, NEW DELHI.

Pay Scale: Rs.9300-34800+ G.P.Rs.4200/- (Group-B, Non- Gazetted)

Vacancy: 01 (Reserved for OH (OL/BL/OA) candidates only)

Age : 18-30 years

EQ: (1) Higher secondary or equivalent from a recognized university /Board with Advanced Diploma in Russian language (two years' duration) from a recognised university or Institution.

OR

Degree from a recognized University with certificate of proficiency in Russian language (one year's course) from a recognised University or Institution.

(2) Should be able to take dictation in Russian language at a speed of 40 words per minute.
(3) Speed of 40 words per minute in English Typewriting.

Note: Trade Test will be help to judge suitability

J.R.: (a) Taking dictation & Typing in Russian/English.

(b) Typing of indents.

(c) Maintain files connected with contracts, Supplementary Agreements and working Protocols on documentation procured ex- Russia.

(d) Convert and insert transliterated equivalents of Russian pertaining to Russian characters during computerization of data base pertaining to Russian documentation.

I.P.: New Delhi with AISL.

Post Cat. No. B-31 : Research Assistant in History Division, M/o Defence, New Delhi.

Pay Scale: Rs.9300-34800+ G.P.Rs.4200/- (Group-B, Non- Gazetted)

Vacancy : 04 (UR-03 & SC-01, including 01 reserved for OH (OL))

PH (OH/HH/VH) candidates are also eligible for this post.

Age : 18-30 years.

EQ: (1) Master's Degree in History from a recognized University or equivalent; and

(2) Two years' research experience in the field of History.

J.R.: 1. Assisting the Assistant Director in Conducting research, writing and publication of histories of Military Operations.

2. Maintenance of records received from the service Hqrs. and other organizations.

I.P.: New Delhi/Delhi with AISL.

Post Cat. No. B-32: Data Processing Assistant Grade-A, in RGI & NCRB, MHA, New Delhi.

Pay Scale: Rs.9300-34800+ G.P.Rs.4200/- (Group-B, Non- Gazetted)

Vacancy: 2(01 reserved for VH candidate in RGI & 01 reserved for ST in NCRB)

VH (LV) & ST candidates are only eligible for this post. PH(OH/HH/VH) candidates are **not** eligible for the post in NCRB.

Age : : 18-30 years.

EQ: Masters Degree in Computer Applications/Computer Science or M. Tech. (with specialization in Computer Applications) OR B.E/B.Tech in Computer Engineering/ Computer Science/Computer Technology from a recognized University or equivalent.

OR

(i) Degree in Computer Applications/Computer Science or Degree in Electronics /Electronics and Communication Engineering from a recognized University or equivalent; and

(ii) Two years' experience in Electronics Data Processing work including experience of actual programming.

OR

(i) Master s Degree of a recognized University or equivalent or Degree in Engineering or equivalent; and

(ii) Three years' experience in Electronic Data Processing work including experience of actual programming.

OR

(i) 'A' level Diploma under DOEACC Programming or post Graduate Diploma in Computer Application Offered under University Programme/ post Polytechnic Diploma in Computer Application Awarded. By State Council of Technical Education or equivalent; and .

(ii) Three years' experience in electronic in Electronics Data Processing work including experience of actual Programming.

J.R.: 1. Computer system initiation, termination and operational activities including infrastructure operation like AC, Power and UPS.

2. Census Data Processing activities based on the detail instructions given by senior officers.

3. Loading data files and saving processed data outputs on magnetic media and etc.

I.P.: New Delhi with AISL.

Post Cat. No. B-33: Technical Assistant (Printed Publicity/Production) in DAVP, New Delhi.

Pay Scale: Rs.9300-34800+ G.P. Rs.4200/- (Group-B, Non- Gazetted)

Vacancy: 01 (UR)

PH (OH/HH/VH) candidates are **not** eligible for this post.

Age : 18- 30 years

EQ: 1. Diploma in Printing Technology from a recognised University/Institute or equivalent; and
2. Two years' experience in a reputable Printing Press/ Publishing House/Advertising Agency/Government Organisation engaged in bringing out books, periodicals, posters, folders, calenders and other form of printed materials.

DQ:- 1. Knowledge of Hindi, 2. Practical experience in Offset Printing, 3. Coasting and Estimating.

JR To assist the Assistant Production Manager/ Assistant Director in the day-to-day work for completion of Production and Printing of books periodicals, etc.

I.P.: New Delhi with AISL.

Post Cat. No. B-34: SENIOR TECHNICAL ASSISTANT, in the M/o Corporate Affairs, New Delhi.

Pay Scale: Rs.9300-34800+ G.P. Rs.4600/- (Group-B, Non- Gazetted)

Vacancy: 18 (UR-10, OBC-04 & SC-04)

OH & HH candidates are also eligible for this post.

Age : 18-30 years

EQ: A qualification recognized for enrolment in the register of Members of the Institute of Chartered Accountants of India or of the Institute of Cost and Works Accountants of India or equivalent.

OR

Associate Member of the Institute of Company Secretaries of India.

OR

At least second class Master's Degree in Commerce with Advanced Accountancy as one of the subject from a recognized University or equivalent.

OR

(i) At least second class Bachelor's Degree in Commerce of a recognized University or equivalent; and

(ii) Degree in Law of a recognized University or equivalent.

D.Q.: (i) Degree in Law of a recognized University or equivalent, except in the case of those for whom it is essential.

(ii) Experience as a Chartered Accountant/Cost and Works Accountant or in the Commercial/Industrial Organization or in a Government Department connected with the Administration of the Companies Act, 1956.

J.R.: Examination/Scrutiny of Balance Sheet and other documents of Companies, Complaints from shareholders etc., relating to violation of Companies Act, 1956 and other duties.

I.P.: Anywhere in India

Post Cat. No. B-35: MARKET INTELLIGENCE INSPECTOR (ECONOMICS), in the Dte. of Economics & Statistics, New Delhi.

Pay Scale: Rs.9300-34800+ G.P. Rs.4200/- (Group-B, Non- Gazetted)

Vacancy: 04 (UR-01,OBC-02 & SC-01)
PH (OH/HH/VH) candidates are **not** eligible for this post.
Age : 18-30 years
EQ: Bachelor's Degree in Economics or Commerce or Statistics with Economics as a subject from a recognised University.
D.Q.: Nil
J.R.: Interpret markets & to collect data in regard to stock, arrivals and dispatches of agriculture commodities.
I.P.: New Delhi with AISL.

Post Cat. No. B-36: Senior Technical Assistant (Soil Conservation) in D/o Agriculture and Cooperation, New Delhi

Pay Scale: Rs. 9300-34800/- + G.P. Rs. 4200/- (Group 'B', Non-Gazetted)

Vacancy: 4 (UR-02, OBC-01 & ST-01)

PH (OH/HH/VH) candidates are also eligible for this post.

Age: 18-30 years

EQ: i) Master's Degree in Agriculture /Soil Science/Botany/Forestry/Chemistry from a recognized University or equivalent; and

ii) Two years' experience in the field of soil conservation development, research or project preparation.

D.Q: Nil.

J.R.- To assist Assistant Soil Conservation Officer/Assistant Commissioner(NRM/RFS) in discharging their duties, First level technical scrutiny of Watershed Project Report(WPR)/Detail Project Report relating to soil & water conservation programmes including design and cost estimates, reclamation and development of Alkali and Acid Soils, projects relating to rainfed Agriculture, etc.

I.P. New Delhi with AISL

Post Cat. No. B- 37: ASSISTANT EXHIBITION OFFICER (Gr.II) in Directorate of Extension, Ministry of Agriculture, New Delhi.

Pay Scale: Rs.5500-9000 (Pre-revised) (Group 'B' Non Gazetted).

Vacancy: 01 UR

PH (OH/HH/VH) candidates are **not** eligible for this post.

Age : 18-30 years

EQ: (i) Degree of a recognized university or equivalent; and

(ii) Two years' experience in organizing exhibitions in rural and urban areas and also of managing exhibition personnel and labour.

D.Q. (i) Working knowledge of Hindi.

(ii) Experience of Public relation work.

J.R: (1) To plan, programme and execute agriculture exhibition in any part of the country.

(2) Prepare composite themes for Exhibition/Fair.

(3) Developing and testing new techniques for simple and effective Exhibition/ Fair related to agriculture.

I.P.: New Delhi with AISL.

Post Cat. No. B-38: JUNIOR WIRELELSS OPERATOR in the D/o Telecommunication, New Delhi.

Pay Scale: Rs. 9300-34800/- + G.P. Rs.4200/- (Group-B, Non-Gazetted).

Vacancy: 09 (UR-06, OBC-02, ST-01, including 01 reserved for OH with one Arm/Leg affected)

Age : 18- 30 years

EQ: Degree of a recognised University in Telecommunication Engineering/Electrical Engineering with Radio Communications/Electronics/Telecommunication as a special subject;

OR

Master's Degree in Science with Physics and Radio Communication/ Electronics/ Telecommunication as a special subject.

DQ:- (i) One year's experience in operation and/or maintenance and servicing of Radio Communication equipments.

(ii) 01 year experience in operation of Computer or Computer based equipment.

(iii) Certificate of proficiency in Maritime Mobile and Aeromobile Communication issued by the M/o Communication.

JR: Collection, collation and classifications of propagation data, Frequency prediction for the engineering of communications circuit, Technical examination of communication network scheme of Wireless Users, etc

I.P.: Delhi with AISL.

Post Cat. No. B -39: INVESTIGATOR in the O/o Town & Country Planning Organisation, New Delhi.

Pay Scale: Rs.9300-34800/- + G.P. Rs.4200/- (Group-B, Non-Gazetted)

Vacancy: 03 (UR-01, OBC-01 & SC-01)

PH (OH with One Leg, Both Leg/HH/ VH) candidates are also eligible for this post.

Age: 18-32 years

EQ: 1. Master's Degree in Economics or Statistics or Mathematics or Geography or Sociology or Social Works or Anthropology from a recognized University or equivalent ; and
2. At least two years' experience of Socio-Economic Research or Survey, Tabulation and Analysis of Data and writing of Reports and knowledge of Computer Application.

D.Q. : Nil

J.R.: Collection, compilation and tabulation of data and preparation of reports.

I.P. New Delhi with AISL

Post Cat. No. B-40: MODELLER In National Museum, New Delhi.

Vacancy: 03-UR

HH candidates are also eligible for this post.

PS: Rs. 9300-34,800/- + G.P. Rs. 4200/-

Age: 18-28 years

EQ : (i) Diploma in Modelling and Sculpture from a recognised Govt. Institution; and
(ii) 03 years experience in Modelling Studio and experience in casting and moulding.

D.Q.: Nil

JR: To prepare Plaster Casts and replica. To prepare moulds and to finish Casts.

IP : New Delhi with AISL.

Post Cat. No. B-41: SENIOR DRAFTSMAN, in various Directorate of Census Operations

Pay Scale: Rs.9300-34800/- + G.P. Rs. 4200/- (Group-B, Non-Gazetted)

Vacancy: 11 (UR-06, OBC-03, SC-01 & ST-01)

PH [OH (one leg, both leg) /HH (Partially Deaf)] candidates are also eligible for this post.

Age : 18-30 years

EQ: (i) Diploma of 02 years duration in Commercial or Fine Arts Civil Engineering from a recognised University/Institute or equivalent; and
(ii) 03 years' experience in drawing of Maps, Charts and Diagrams.

D.Q.: 02 years' experience in Desk Top Publishing or Autocad.

J.R.: Drawing of final maps, charts and diagrams and cover designs for Census Publications, to prepare colour guides for maps, updating of charge/ward maps for Census, etc.

I.P.: Andhra Pradesh, Goa, Gujarat, Karnataka, Kerala, Orissa, Punjab, Rajasthan, West Bengal and Uttrakhand.

Post Cat. No. B-42: TECHNICAL OFFICER in O/o Textile Commissioner, Mumbai

Pay Scale: Rs.9300-34800/- + G.P. Rs. 4200/- (Group-B, Non-Gazetted)

Vacancy: 03 (UR-01, OBC-01 & SC-01)

OH candidates are also eligible for this post.

Age : 18-28 years

EQ: (i) Diploma in Textile Technology/Textile Manufacture/Textile Chemistry from a recognised University/Institute.

D.Q.: 02 years' experience in Textiles Mills covering spinning and/or weaving of cotton/ art silk/woolen textile and synthetic fiber and or manufacture of Textile Machinery stores and Accessories.

J.R.: Preparations of textile industry profiles, project reports and inplant study report, counseling, guidance, escort services to be potential entrepreneurs on modernization of textile units, particularly in decentralized sectors viz. Powerlooms, processing, knitting RMG, etc.

I.P.: Anywhere in India.

Post Cat. No. B-43: DRAUGHTSMAN GRADE-I in Integrated Headquarters of M/o Defence (Army),

New Delhi

Pay Scale: Rs.9300-34800/- + G.P. Rs. 4200/- (Group-B, Non-Gazetted)

Vacancy: 09 (UR-06, OBC-02 & SC-01)

OH with One Arm/One Leg and HH candidates are also eligible for this post.

Age : 18-30 years

EQ: (i) Higher Secondary (10+2) from a recognised University/Institute or equivalent; and
(ii) Three years' Diploma in Mechanical Engineering from a recognised University/Institute or equivalent.

D.Q.: Nil

J.R.: Preparation and interpretation of drawings manually and Computer aided, Docketing and storage of drawings prepared, etc.

I.P.: New Delhi with AISL.

Post Cat. No. B-44: ASSISTANT CENTRAL INTELLIGENCE OFFICER-I (CYPHER),

in Intelligence Bureau, Ministry of Home Affairs, New Delhi.

Pay Scale: Rs.9300-34800 with G.P. 4200/- (Group 'B' Non Gazetted)

Vacancy: 05 (UR-03, OBC-01 & SC- 01)

PH (OH/HH/VH) candidates are **not** eligible for this post.

Age : 18- 30 years

EQ: Bachelor of Engineering or Bachelor of Technology in Computer Science or Computer Engineering from a recognised University; or
Master of Science in Mathematics from a recognized University; or
Master degree in Computer Applications (with Bachelor's degree in Computer Application or Bachelor of Science with Mathematics as one of the subjects), from a recognised University or Institute.

D.Q. : Two years' experience in Software Development of Data Encryption Techniques using C, C++.

J.R.: Knowledge in Cryptography using Digital Techniques or Secure Data Communication using Digital Technique. Duty attached to the post includes coding and decoding of secret messages.

I.P.: Anywhere in India with all India service liability.

Post Cat. No. C-45: COMPUTOR in M/o Road Transport& Highways, New Delhi.

Pay Scale: Rs.5200-20200/- + G.P. 2400/- (Group 'C')

Vacancy: 01 (UR)

PH (OH/HH/VH) candidates are also eligible for this post.

Age : 18- 25 years

EQ: Degree with Mathematics /Statistics /Economics as a subject from a recognised University.

DQ: Nil.

JR: Collection, compilation and dissemination of statistical data, etc.

I.P.: New Delhi with AISL.

Post Cat. No. C-46 : TOURIST INFORMATION OFFICER, in O/o India Tourism office, New Delhi.

Pay Scale: Rs.9300-34800 with G.P. Rs. 4200/- (Group-C)

Vacancy: 02 (01-UR & 01-SC)

PH (OH/VH/HH) candidates are **not** eligible for this post.

Age: 21-25 years (upto 35 years for CGCE)

EQ: 1. Graduate from a recognised University in India,
2. Knowledge of Computer Application supported by Diploma or Degree in Computer,
3. General knowledge of and familiarity with places of tourist interest in India; and
4. Knowledge of various phases of Indian History and architecture; ancient and modern.

D.Q.: 1. Diploma in Tourism.
2. Knowledge of any European language other than English.
3. Experience in a travel or publicity firm or office.

J.R: To impart Tourist information to the Indian/foreign visitors in the office and at the Airport counters in persons and facilitate the visitors through customs, immigration formalities, up-date write ups on tourist places of interest in India. Answer postal enquires within India & Abroad to receive and see off Departmental guests and make their Travel arrangements.
I.P. Delhi with AISL

Post Cat. No. C-47: Senior Scientific Assistant-III in the Directorate of Plant Protection Quarantine & Storage, Faridabad (Haryana)

Pay Scale: Rs.9300-34800/- + G.P. Rs. 4200/- (Group-C)

Vacancy: 05 (UR-3, OBC-01 & ST-01)

PH (OH/VH/HH) candidates are **not** eligible for this post.

Age: 18-25 years

EQ: (i) Bachelor's Degree in Agriculture.

D.Q. Nil

J.R.- Custody and documentation of the collection, exhibition & Research. To assist Deputy Curator and Curator in cataloguing, storage & exhibition.

I.P. New Delhi & Banbasa with AISL.

Post Cat. No. C-48 : TAXIDERMIST GRADE -III in O/o Zoological Survey of India, Kolkata.

Vacancies: 01 (Reserved for HH with Partial Deaf only)

PS: Rs.5200-20200+Grade Pay Rs.2800/-

Age: 18-25 years, (Age Relaxation upto 35 years for Central Govt. Civil Employee)

EQ: (i) Must have passed Matriculation or equivalent examination.

(ii) Ability to prepare skins and skeletons of animal for study or exhibition purpose.

J.R.- Practical Experience of the use of firearms and Experience of collection and preservation of zoological specimens.

IP : Jodhpur with AISL

Post Cat. No. C-49: SECTION OFFICER (HORTICULTURE) in the O/o Central Public Works Department, New Delhi.

Vacancies : 04 (UR)

PH (OH/HH/VH) candidates are **not** eligible for this post.

Pay Scale: Rs.9300-34800+ G. P. Rs.4200/-

Age: 18-27 years

EQ: B. Sc. in Agriculture/Horticulture.

J.R: Layout and maintenance of Gardens, preparation of estimates, execution of work and supervision of garden labour and work etc.

IP: New Delhi with AISL.

Post Cat. No.C-50: Zoo-Ranger in National Zoological Park, New Delhi.

Pay Scale: Rs.5200-20200/- + G.P. Rs. 2800/- (Group-C)

Vacancy: 02 (UR)

PH (OH/VH/HH) candidates are **not** eligible for this post.

Age: 18-27 years (35 years for CGCE)

EQ: 1. B.Sc. Degree in Zoology from a recognised University or equivalent; and
2. Two years' experience in looking after wildlife in Zoos/Sanctuaries.

D.Q.: Nil.

J.R.: To supervisor the cleanliness and maintenance work of enclosures cages, houses and surrounding. To ensure daily opium and supply ration and water to the animals and birds. Submitting ration and requisitions according to the need. To record and report daily on held, breeding and feeding condition or the animals and birds. Taking all measures for their up keeping and breeding well, etc.

I.P.: New Delhi.

Post Cat. No. C-51: STATISTICAL ASSISTANT, in Bureau Police Research & Development, New Delhi.

Pay Scale: Rs.5200-20200/- + G.P. Rs.2800/- (Group-C)

Vacancy: 01-UR

PH (OH/HH/VH) candidates are **not** eligible for this post.

Age : 20-26 years

EQ: Degree with Economics or Statistics as a subject from a recognised University.

D.Q.: Nil

J.R.: Tabulation, compilation and analysis of the statistical data received from the States in connection with the execution of Research Projects.

I.P.: New Delhi with AISL.

Post Cat. No. C-52: YOUTH ASSISTANT GRADE-II, in NSS, New Delhi.

Pay Scale: Rs.5200-20200/- + G.P. Rs.2800/- (Group-C)

Vacancy: 08 (05-UR, 02-OBC & 01-SC)

PH (OH/HH/VH) candidates are **not** eligible for this post.

Age : 18-32 years

EQ: (i) Degree from a recognised University or equivalent; and

(ii) At least 02 years' experience of organizing Programmes relating to Youth Work or Youth Welfare.

D.Q.: Nil

J.R.: To assist the NSS Units in the Organisation of NSS Camps/regular programmes and to visit the camps etc. when asked to do so, to complete statistical information regarding enrolment under NSS camps held by the various Universities/colleges, the number of volunteers involved,

I.P.: New Delhi with AISL.

Post Cat. No. C-53: Technical Assistant (Insecticide), in M/o Agriculture, New Delhi.

Pay Scale: Rs.9300-34800/- G.P. Rs. 4200/- (Group-C)

Vacancy: 01 (Reserved for OH/UR)

Age: 18-30 years

EQ: 1. B.Sc. Degree in Agriculture; and

2. Three years' experience in Plant Protection work involving handling of insecticides.

D.Q.: Nil.

J.R.: Matter relating to Insecticide Act, 1968 and Insecticides Rule, 1971. Registration of Insecticides. Appeals relating to decision of registration Committee. Court Cases relating to Insecticides Act and Rules and decision of Registration Committee. RTI matters, Amendment in the Insecticides Rules for on line payments of registration fee etc.

I.P.: New Delhi with AISL.

Post Cat. No. C-54: Accounts Clerk in National Foundation for Teachers Welfare, New Delhi.

Pay Scale: Rs.5200-20200/- + G.P. Rs. 2400/- (Group-C)

Vacancy: 01 (UR)

PH (OH/HH/VH) candidates are **not** eligible for this post.

Age: 18-25 years

EQ: 1. Matriculation or equivalent; and

2. Experience of not less than 3 years in Government accounts and payment work.

D.Q.: 1. Diploma in Accountancy or Commerce.

2. Pass in at least one part of subordinate Accounts Services examination of the Indian Audit & Accounts Department.

3. Knowledge of typewriting in English OR Hindi.

J.R.: The nature of work of Accounts Clerk in NFTW entails maintenance of accounts of NFTW (day to day), financial dealings with Treasurer of Charitable Endowment, M/o Finance providing financial assistant to school teachers all over India under various schemes, Teachers day function, etc.

I.P.: New Delhi.

Post Cat. No. C-55: Caretaker in UPSC, New Delhi.

Pay Scale: Rs.5200-20200/- + G.P. Rs. 2800/- (Group-C)

Vacancy: 01 (UR)

PH (OH/HH/VH) candidates are **not** eligible for this post.

Age: 18-25 years

EQ: 1. Diploma/Certificate in Sanitary or Public Hygiene or Diploma/Certificate in Electrical/Civil Engineering/Sanitary Engineering; and

2. Two years' experience in case of Diploma holders and five years' in case of Certificate holders in maintenance of office buildings.

D.Q.: Nil

J.R.: To contact CPWD for maintenance, cleanness, repair, etc. of the office buildings. To contact Horticulture Branch, CPWD for lawn, indoor plants, outdoor plants, arrangements of flowers,

etc. Maintenance of electricity and water supply, etc. To make arrangements for official meetings, light refreshment, etc.

I.P.: New Delhi.

Post Cat. No. C-56: Farm Assistant in the O/o Regional Station for Forage Production & Demonstration, Sriganganagar (Rajasthan)

Pay Scale: Rs.5200-20200 with G.P. Rs.2400/- (Group-C)

Vacancy: 01 -UR

PH (OH/VH/HH) candidates are **not** eligible for this post.

Age: 18-27 years

EQ: 1. Pass in 12th Class or equivalent qualification from a recognised Board or Institute,
2. Certificate course or training in Agriculture from a recognised Institute; and
3. One year's experience of work at an Agriculture Farm.

OR

B. Sc. in Agriculture.

D.Q.: Nil

J.R.: To attend the mechanized Forage Cultivation. Work related to Forage Cultivation field preparation for sowing, supervise the farm work and maintenance of all records related to the farm activities, etc.

I.P.: Sriganganagar (Rajasthan) with AISL.

Post Cat. No. C-57: LIBRARY CLERK in M/o Labour & Employment , New Delhi.

Pay Scale: Rs.5200-20200 with G.P. Rs. 1900/- (Group-C)

Vacancy: 01 (UR)

PH (OH/HH) candidates are also eligible for this post.

Age: 18-25 years

EQ: i) Matriculation from a recognized Board/University/Institute; and
ii) Certificate in Library Science from a recognized Institute.

D.Q. : NIL

J.R.: Acquisition of books/journals/Govt. Publications/Gazette of India, arrangement of files materials according to library filing rules, etc.

I.P. : New Delhi.

Post Cat. No.C-58: JUNIOR TECHNICAL ASSISTANT, in Forest Survey of India, Dehradun.

Pay Scale: Rs.9300-34800/- with Rs. G.P. 4200/- (Group-C)

Vacancy: 03 (UR-02 & SC-01)

PH (OH/VH/HH) candidates are **not** eligible for this post.

Age: 18-28 years (Govt. Servant up to 35 years)

EQ: Certificate in Forest Ranger Course from any recognised Institute / Graduate in Science/Computer Science.

D.Q.: Experience in Forest Inventory/Remote Sensing/Cartography work and Computer Application.

J.R.: To act as Crew Leader, to take the responsibility of maintaining over all discipline in the crew and Camp, to find out correct location of sample plots, various measurements and recording of Data, etc.

I.P. Dehradun with AISL

Post Cat. No. C-59: REPROGRAPHIC ASSISTANT in Central Soil & Materials Research Station, New Delhi.

Pay Scale: Rs.5200-20200 with G.P. Rs. 1900/- (Group-C)

Vacancy: 01 (Reserved for OH/UR)

Age: 18-27 years

EQ: i) Matriculation or equivalent from a recognized Board/University/Institute; and
ii) Diploma /Certificate in Photography or Reprography from a recognized Institute.

D.Q. : NIL

J.R.: To run the Photocopier machine and attend to its proper maintenance. To maintain stock register for the consumable items received and used, etc.

I.P.: New Delhi.

Post Cat. No. C-60: TELEPHONE OPERATOR in Central Soil & Materials Research Station, New

Delhi.
Pay Scale: Rs.5200-20200 with G.P. Rs. 1900/- (Group-C)
Vacancy: 01 (UR)
PH (OH/VH with low vision) candidates are also eligible for this post.
Age: 18-27 years
EQ: i) Senior Secondary Certificate from a recognized Board or equivalent; and
ii) Having knowledge of operating on Electronic Telephone Exchange
D.Q. : Graduate from a recognised University or Institute.
J.R.: To operate Telephone, etc.
I.P. : New Delhi.

Post Cat. No. C-61: SCIENTIFIC ASSISTANT-I in Directorate of Plant Protection Quarantine & Storage, Faridabad.

Pay Scale: Rs.5200-20200/- + G.P. Rs. 2800/- (Group-C)
Vacancy: 01 (SC)
PH (OH/HH/VH) candidates are **not** eligible for this post.
Age: 18-25 years
EQ: B. Sc. in Agriculture.
D.Q.: Nil.
J.R.: To assist in conducting surveys to monitor insect pests, diseases and weed situation of various crops in the fields. To assist in popularising Integrated Pest Management Techniques at farmers' field for the benefit of farmers and others duties in Laboratory, at Plant Quarantine Stations, at Locust Warning Offices & at Field Station .
I.P. New Delhi with AISL.

Post Cat. No. C-62: Scientific Assistant in O/o Chief Engineer, Central Water Commission, New Delhi.

Pay Scale: Rs.9300-34800+ G.P.Rs.4200/- (Group-C)
Vacancy: (UR-01)
PH (OH/HH/VH) candidates are **not** eligible for this post.
Age: 18-27 years
EQ: Bachelor's Degree in Physics or Geo-Physics or Geology or Meteorology or Hydrometeorology from a recognized University or equivalent.
D.Q: NIL
J.R.: Checking of rainfall data copied by the computer. Checking of all other computations and work done by computers. Analysis of self recording rainfall data and preparation and of frequency tables, etc.
I.P.: Any where in India.

Post Cat. No. C-63: COMPUTER OPERATOR in O/o Central Pension Accounts Office, New Delhi.

Pay Scale: Rs. 9300-34800/- + G.P. 4200/- (Group 'C')
Vacancy: 01 (UR)
PH (OH/HH/VH) candidates are also eligible for this post.
Age : 18- 25 years
EQ: Master's Degree in Physics/Mathematics/Statistics/ Operations Research/Economics with First class or at least 60% marks in aggregate and working knowledge of Computer Programming;
OR
Bachelor's Degree in Physics/Mathematics/Statistics/ Operations Research/Economics with First class or at least 60% marks in aggregate and Post Graduate Diploma in Computer Science/Application from a recognised University/Board with First class or at least 60% marks in aggregate;
OR
Bachelor's Degree in Physics/Mathematics/Statistics/ Operations Research/Economics with First class or at least 60% marks in aggregate and minimum two years' experience in Computer field.
DQ:- Nil.
JR: Collection, compilation and dissemination of statistical data, etc.
I.P.: New Delhi with AISL.

**Post Cat. No. C-64: ASSISTANT CENTREAL INTELLIGENCE OFFICER GRADE – II (EDP) in
Intelligence Bureau, M/o Home Affairs, NEW DELHI**

Pay Scale: Rs.9300-34800+ G.P.Rs.4200/- (Group-C)

Vacancy: 05 (UR-03 & OBC-2)

OH candidates are also eligible for the post.

Age: 18-30 years

EQ: i) Degree with Economics or Statistics or Mathematics or Physics as a subject or degree in
Computer Application from any recognised University

D.Q: Formal training in the field of Computer for not less than one year.

J.R.: Should be well-versed in Computer fundamentals & programming with knowledge in Electronic
Data Processing and involves assisting in day to day work of computer section etc..

I.P.: Any where in India.

**Post Cat. No. C-65 :DATA ENTRY OPERATOR (GRADE-B) in Directorate General of Employment
& Training, New Delhi.**

Pay Scale: Rs.9300-34800+ G.P.Rs.4200/- (Group-C)

Vacancy: 02 (UR-01 & ST-01).

OH candidates are also eligible for the post.

Age: 18-25 years

EQ: (I) Bachelor's Degree from a recognised University or equivalent with one of the following
subject : Mathematics with statistics or Commerce with Statistics or Economics with Statistics;
and

(II) Diploma in Computer Application/Programming from a recognised University or equivalent.

D.Q: Nil

J.R.: To scrutinize input and output documents, Coding of Data, Keying of data from documents,
verification and collection of entered data. etc

I.P.: New Delhi.

Post Cat. No. C-66: CALLIGRAPHIST(Jr.), in Press Information Bureau, New Delhi

Pay Scale: Rs.5200-20200 with G.P. Rs.2400/- (Group-C)

Vacancy: 01(UR)

PH (OH with one leg /HH) candidates are also eligible for this post.

Age: 18-25 years

EQ: 1. Matriculation or equivalent from a recognised Board

2. Experience of calligraphy work preferably in a Newspaper; and

3. Ability to transcribe on stencil paper with a speed of at least 20 words per minutes.

D.Q. Nil

J.R.- Calligraphy work, to transcribe on stencil paper, etc.

I.P. New Delhi

Post Cat. No. C-67: JUNIOR TECHNICAL ASSISTANT (Coder), in DAVP, New Delhi

Pay Scale: Rs.5200-20200/- + G.P. Rs.2800/- (Group-C)

Vacancy: 02 (OBC-01 & SC-01)

PH (OH but not Arm affected/HH) candidates are also eligible for this post.

Age: 18-30 years

EQ: 1. Degree from a recognized University or equivalent,

2. At least one year's experience in Codification of addresses, audience research and/ or
mass mailing and knowledge with regard to modern machinery utilized for compiling
addresses, maintenance of mailing lists, etc ; and

3. Competent to handle correspondence independently.

D.Q.: 1. Knowledge about various systems of direct mail operations, Review techniques, Plate
file and Card file Systems.

J.R.: Codification of addresses, preparation of mailing list, etc. in the Mass Mailing Wing of DAVP.

I.P.: Delhi with AISL

Post Cat. No. C-68: LIBRARY CLERK in M/o Earth Science , New Delhi.

Pay Scale: Rs.5200-20200 with G.P. Rs. 1900/- (Group-C)

Vacancy: 01 (UR)

PH (OH with one arm or one leg) candidates are also eligible for this post.

Age: 18-25 years

EQ: i) 12th Class pass or equivalent from a recognized Board/Institute;
ii) Certificate in Library Science from a recognized Institute; and
iii) Five years' experience in a commercial or Govt. Organisation

D.Q. : NIL

J.R: Searching and providing books/journals/Govt. Publications/Gazette of India, arrangement of files materials according to library filing rules, etc.

I.P. : New Delhi.

Note 1: Qualifications are relaxable at the discretion of the Staff Selection Commission for all the above categories of posts for those candidates who are otherwise well qualified (i.e., who possess higher qualification(s)) , if sufficient number of candidates is not found fulfilling requisite Essential Qualification(s) for the posts concerned.

Note 2: The qualifications regarding experience is relaxable for all the above categories of posts at the discretion of SSC in the case of candidates belonging to Scheduled Castes or Scheduled Tribes, if at any stage of selection the SSC is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up vacancies reserved for them.

ABBREVIATIONS USED:

UR: Unreserved, OBC: Other Backward Classes, SC: Scheduled Caste, ST: Scheduled Tribe, Ex-S.: Ex-Serviceman, PH : Physically Handicapped, OH: Orthopedically Handicapped, HH: Hearing Handicapped, VH: Visually handicapped, IPO: Indian Postal Order, CRFS: Central Recruitment Fee Stamps, Deg. : Degree, Dip.: Diploma, Equiv.: Equivalent, Profi-test: Proficiency Test, Recog.: Recognized, AISL: All India Service Liability, Univ.: University, Instt.: Institute, Insttn.: Institution, M/o: Ministry of, D/o: Department of, O/o: Office of, PC: Post Code, PS: Pay Scale, IP: Initial Posting, EQ: Essential Qualification, DQ: Desirable Qualification, JR: Job Requirement, CGCE :Central Government Civilian Employee.

2. FEE PAYABLE: Rs. 50/- (Rupees fifty only) for each post.

Note: Candidate must submit separate applications and pay the fee separately for each post in case they wish to apply for more than one post.

2.1 Mode of payment: CRFS only

Candidates are advised to pay the Examination fee in the shape of CRFS for which they are not to pay any commission. These stamps are available at all District Post Offices of the Country. These Recruitment Stamps may be pasted in the space ear-marked for the purpose. Recruitment Stamps must be got cancelled from the counter clerk of any post office including the issuing post office with the date stamp of post office in such a manner that the impression is clear and distinct to facilitate the identification of the date and the post office of issue at any subsequent stage. After getting the Recruitment Fee Stamps cancelled from the post office, the candidate may submit the application to: -

**THE REGIONAL DIRECTOR (NR)
STAFF SELECTION COMMISSION
BLOCK NO.12, LODHI ROAD,
CGO COMPLEX,
NEW DELHI – 110504**

in the usual manner after completing other formalities.

NOTE: Fee paid by IPO, Cash, Bank draft or Pay order will NOT be accepted.

2.2 **FEES CONCESSION**: No fee for SC, ST, PH, Ex-Serviceman and Female candidates. However, no fee concession would be admissible to Ex-serviceman who would otherwise be considered as General candidate in terms of Note-2 of ANNEXURE-I of Instructions. Such candidates would be required to pay the requisite fee for the examination. Fee concession is not admissible to sons, daughters & dependents of Ex-S. Service Clerks in the last year of their colour service are not exempted from payment of fee. Remission of fee may be allowed to those repatriates from Kuwait/Iraq who are not in a position to pay it.

3. **AGE RELAXATION**: Available to certain categories are given in Annexure-I.

4. **PRELIMINARY SELECTION**: Mere fulfilling of minimum prescribed qualifications, etc. will not entitle candidates to be called for the interview. Commission may make a preliminary shortlisting of candidates with respect to number of posts on the basis of their educational qualifications, academic records, **percentage of marks**, etc., and the candidates thus selected will be required to undergo an **Interview/ Personality Test of 100 marks**.

5.1 **SCREENING TEST** : The Commission may, at its discretion also decide to hold a screening test for any of the categories where it is felt necessary before Interview/Proficiency Test.

Only such candidates who qualify in the screening test at the standard fixed by the Commission at its discretion, would be made eligible for being called for Interview.

5.2 **PROFICIENCY TEST**: The Commission may, at its discretion, also decide to hold a Proficiency Test in appropriate subject for any one of the categories of posts where it is felt necessary, before the candidates are called for interview. The Proficiency Test would be in the relevant subject, which will be intimated to the candidates in due course of time.

The Commission may at its discretion, waive holding of Proficiency Test in those categories of posts where a proficiency-test has been prescribed.

HOW TO APPLY :

6.1 Applications must be submitted in the form published in the Employment News / Rozgar Samachar/Commission's Website. Candidate must submit separate applications and pay the fee separately for each post in case they wish to apply for more than one post.

6.2 Applications submitted on a format which is not exactly the same as published in this advertisement, are liable to be rejected summarily.

6.3 The applications should be addressed to: -

**THE REGIONAL DIRECTOR (NR)
STAFF SELECTION COMMISSION
BLOCK NO.12, LODHI ROAD,
CGO COMPLEX,
NEW DELHI – 110504**

6.4 **CLOSING DATE**: Last Date for the receipt of applications is **12.10.2012 (5.00 PM)**. (**19.10.2012**) in case of candidates residing in and posting their applications from Lahaul & Spiti Distt. and Pangi Sub-Div. of Chamba Distt. of Himachal Pradesh, Andman & Nicobar Island, Lakshadweep, Assam, Meghalaya, Mizoram or Arunachal Pradesh etc.).

6.5 **DOCUMENTS TO BE ATTACHED WITH THE APPLICATION:**

- i. Central Recruitment Fee stamps affixed on the application form and clearly cancelled.
- ii. Attested copies of SC/ST/PH/Ex-S Certificate for claiming Fee concession.
- iii. One recent passport size photograph, to be pasted (NOT STAPLED) on the space provided in Application form. Similar copies of the pasted photo shall be retained by the candidate for pasting on the Attendance Certificate during interview later.
- iv. One self-addressed post card duly affixed with an additional Rs.6/- postage stamp. The candidate must indicate the name of the post, Post Code and Advt. No. on the postcard.
- v. Documents in favour of claim of SC/ST/OBC/OH/HH/ExS/Disabled persons.
- vi. Attested copies of certificates & Year-wise/Semester-wise mark sheets showing age and educational qualifications. Candidates have also the option to self-attest the photocopies of various documents

submitted by him/her. Any wrong attestation so as to mislead the Commission or to gain access to the recruitment would lead to criminal/debar action against the candidate, besides cancellation of the candidature. All original certificates will be checked at the time of interview/personality test/skill test, as the case may be, and the candidature is subject to the result of such scrutiny.

- vii. Documents in support of claim of age-relaxation (for categories not covered in item (v) above).
- viii. Attested copies of experience certificates containing specific field(s) & period, if any.
- ix. Candidates in Govt. Service are to attach an undertaking that they have informed in writing their head of office/deptt. that they have applied for the examination. Candidates in Govt. Service who are seeking age relaxation have to submit a certificate from their employer as per Appendix-V alongwith application that they are in possession of three years regular and continuous service as on or before the closing date, failing which application will be rejected.

NOTE-I :- The closing date for receipt of application will be treated as the date of reckoning for OBC status of the candidate and also, for assuming that the candidate does not fall in the Creamy layer on the reckoning date. The candidate should furnish the relevant OBC certificate in the format prescribed for Central Govt. jobs as per Appendix-IV issued by competent authority on or before the Closing date stipulated in the Notice. Candidates claiming OBC status may not that the certificate on Creamy Layer status should have been obtained within 3 years before the closing date. Candidates furnishing OBC certificate in proforma/format other than the prescribed format as given in Appendix -IV will be summarily rejected.

NOTE-II :- **OBC certificate** for the purpose of age relaxation will mean “ **PERSONS OF OBC CATEGORY NOT BELONGING TO CREAMY LAYER**” as defined in DOPT’s OM No. 36012/22/93-Estt(SCT) dated 08.09.1993 and modified vide DOPT’s OM No. 36033/3/2004-Estt(Res) dated 09.03.2004.)

7. **IMPORTANT INSTRUCTIONS:**

- 7.1 MORE VACANCIES IN EQUIVALENT/COMPARABLE POSTS MAY ALSO BE FILLED THROUGH THIS ADVERTISEMENT. FURTHER, VACANCIES MENTIONED ABOVE ARE SUBJECT TO ALTERATION.
- 7.2 Canvassing in any form will disqualify the candidate.
- 7.3 A candidate should submit only one application against a particular post advertised. However, separate application can be submitted against different Post advertised.
- 7.4 Candidate must submit separate applications and pay the fee separately for each post in case they wish to apply for more than one post. Candidates should also note that one envelope should contain application of one candidate only. The candidate must indicate the name of the Post, Post Cat. No. and Advt. No. on the envelope.
- 7.5 Submission of certificate in support of Date of Birth : Candidate should note that the date of Birth as recorded in the Matriculation/Secondary Examination Certificate **OR** an equivalent certificate will be accepted by the Commission and no subsequent request for its change will be considered or granted.
- 7.6 Submission of certificate(s) in support of Essential Qualifications:
 - (i) Post(s) requiring proficiency in the relevant language as an essential qualification means that the candidate must have studied in that language/dialect upto Matric level and in case the relevant language/dialect is not taught as a subject in Matric, the said language/dialect must be the mother-tongue of the candidate or he/she should have the “working knowledge” which shall be determined by the Staff Selection Commission.
 - (ii) Documents in favour of claim of SC/ST/OBC/OH/HH/ ExS/Disabled persons must be in prescribed proforma only .
 - (iii) For posts where an experience in a particular field/discipline for a specific period has been indicated as an essential qualification, in such cases the candidates should submit a certificate in support of their claim of experience in that field/discipline.

7.7 **If the required documents are not submitted along with the application, application will be rejected summarily at any stage of the recruitment process and no request for revival will be considered.**

7.8 Incomplete or unsigned applications or applications without photograph/fee or late applications will be rejected summarily.

7.9 Only attested or self attested copies of certificates are required to be sent. The **ORIGINAL CERTIFICATES** must **not** be sent with the application. All copies should be legible. Applications with illegible copies of certificates will be rejected summarily.

7.10 SC/ST candidates called for interview will be paid TA as per Government orders. No TA will be paid for Proficiency-Test/Screening Test, if held on a day other than that of Interview.

7.11 All candidates in Govt. service whether in a permanent or in temporary capacity or as work charged employees other than casual or daily rated employees, or those serving under Public Enterprises, will be required to submit an undertaking that they have informed in writing to their Head of Office/Department that they have applied for the Examination. These departmental candidates may send their applications directly to the Commission after intimating to their Head of Office/Department and need not send another copy through proper channel. However, in case, they decide to send a copy through proper channel, they must ensure that the application complete in all respects reaches at the following address by the closing date:

**THE REGIONAL DIRECTOR (NR)
STAFF SELECTION COMMISSION
BLOCK NO.12, LODHI ROAD,
CGO COMPLEX,
NEW DELHI – 110504.**

Applications shall be rejected if received late and/or are not complete in all respects as provided in the rules.

Candidates should note that in case a communication is received from their employer by the Commission withholding permission to the candidate applying to appear at the examination, their applications shall be rejected/candidature shall be cancelled.

7.12 A candidate should minutely go through all the provisions in the notice to ensure that he/she is eligible for the post for which he/she is applying in terms of requirements of age, educational qualifications, experiences etc. as on crucial date i.e. closing date of application (**12.10.2012**).

8. No persons:

(a) who has entered into or contacted a marriage with a person having spouse living; or

(b) who having a spouse living has entered into or contracted a marriage with any person, shall be eligible for appointment to service.

Provided that Central Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for so doing, exempt any person from the operation of this rule.

9. A candidate must be in good mental and physical health and free from any physical defect likely to interfere with the efficient discharge of his duties as an Officer of the service. A candidate who after such medical examination as may be prescribed by the competent authority, is found not satisfying these requirements, will not be appointed.

10. Any dispute in regard to this recruitment will be subject to Courts/Tribunals having jurisdiction over the place of the concerned Regional Office of the Staff Selection Commission where the candidate has submitted the application, is situated. In the instant case Delhi Jurisdiction is applicable.

11. A person who is applying for the above mentioned posts have to be free from any Civil/Criminal cases and etc. till the offer of appointment issued to them.

INSTRUCTIONS FOR FILLING UP APPLICATION FORM FOR SELECTION POSTS

1. It may be noted that the Commission uses Common Application Form for its recruitment. Please go through the notice for the Recruitment and also these instructions carefully before applying for any of the post mentioned in the Notice. You must satisfy yourself that you are eligible for the post for which you are applying.
2. Use only blue/black pen for filling up the Application Form.
3. Instruction have been given for most items in the application itself which should be gone through carefully before filling up the boxes. For items for which instructions are not available or require further clarification, further instruction given below may be gone through carefully.
4. Column 10 may be filled up carefully. Ex-Servicemen candidates are also required to fill up columns 10 and 10.1
5. PH candidates are required to fill up Columns 10, 11, 11.1 as may be applicable.
6. Column No. 12.1 – Refer to Annexure-I for Code for claiming age relaxation.
7. For all categories age as on normal closing date for receipt of applications should be indicated.

8. For Column 16,16.1, 17,17.1 ,18 & 18.1, refer to Appendix VII & VIII. Candidates who possess any educational qualification or studied any subject other than those mentioned in the list at Appendix VII & VIII may use Others for qualifications and/or subject code.
9. Candidates should read carefully the Essential Qualification required for the post for which they are applying and ensure that they fulfill the same in Column 16, 16.1 & 16.2. Documents in support of Essential Qualifications should invariably be furnished along with the application failing which the applications will be summarily rejected. Candidates who possess higher qualification(s) in addition to Essential Qualification may indicate their higher qualification(s) in column 18 & 18.1.
10. Column No. 19: Write the details of your work experience, if any.
11. Column No. 20: Write your complete communication address including your Name in English in capital letters or in Hindi with blue/ black ball pen. Do not forget to write 6 digit PIN in the boxes.
12. Column No. 21: Paste your recent photograph of size 4cmx5cm. Do not staple and do not get the photo attested. Please note that your application shall be rejected summarily without photograph.
13. Column No. 22 & 25: Please do sign in running hand **not in capital letters**. Unsigned applications will be rejected. Signature in capital letters of English shall not be accepted and your application shall be summarily rejected. Variations in the signature will render the application liable to be rejected.

Age relaxation applicable to different categories of candidates is as under:

Category-Codes for claiming Age Relaxation as on the date of reckoning : Code No.	Category	Age Relaxation permissible beyond the Upper age limit.
01	SC/ST	5 years
02	OBC	3 years
03	PH	10 years
04	PH + OBC	13 years
05	PH + SC/ST	15 years
06	(For Group "B" posts) Ex-Servicemen(UR/General)	5 years
07	Ex-Servicemen (OBC)	8 years
08	Ex-Servicemen (SC & ST)	10 years
09	(For Group 'C' posts) Ex-Servicemen(UR/General)	03 years after deduction of the military service rendered from the actual age as on the Closing date
10	Ex-Servicemen + OBC	06 years(3 years + 3 years) after deduction of the military service rendered from the actual age as on the Closing date
11	Ex-Servicemen + SC/ST	08years(3 years + 5 years) after deduction of the military service rendered from the actual age as on the Closing date
12	For Group "B" posts Central Govt. Civilian Employees(General/UR) who have rendered not less than 3 years regular and continuous service as on closing date	5 years (For those posts where specific age relaxation is not indicated)
13	Central Govt. Civilian Employees(OBC) who have rendered not less than 3 years regular and continuous service as on closing date	8 (5 +3) years (For those posts where specific age relaxation is not indicated)
14	Central Govt. Civilian Employees(SC/ST) who have rendered not less than 3 years regular and continuous service as on closing date	10(5+5) years (For those posts where specific age relaxation is not indicated)
15	For Group "C" posts Central Govt. Civilian Employees(General/Unreserved) who have rendered not less than 3 years regular and	Upto 40 years of age (For those posts where specific age relaxation is not indicated)

	continuous service as on closing date	
16	Central Govt. Civilian Employees(OBC) who have rendered not less than 3 years regular and continuous service as on closing date	Upto 43 years of age (For those posts where specific age relaxation is not indicated)
17	Central Govt. Civilian Employees(SC/ST) who have rendered not less than 3 years regular and continuous service as on closing date	Upto 45 years of age (For those posts where specific age relaxation is not indicated)
18	Candidates who had ordinarily been domiciled in the State of Jammu & Kashmir(Unreserved/General)	5 years
19	Candidates who had ordinarily been domiciled in the State of Jammu & Kashmir(OBC)	8 years
20	Candidates who had ordinarily been domiciled in the State of Jammu & Kashmir(SC/ST)	10 years
21	For Group "C" posts only. Widows/Divorced Women/Women judicially separated and who are not remarried(UR/General)	Upto 35 years of age
22	Widows/Divorced Women/Women judicially separated and who are not remarried(OBC)	Upto 38 years of age
23	Widows/Divorced Women/Women judicially separated and who are not remarried(SC/ST)	Upto 40 years of age
24	Defence Personnel disabled in operation during hostilities with any foreign country or in a disturbed area and released as a consequence thereof. (UR/General)	3 years
25	Defence Personnel disabled in operation during hostilities with any foreign country or in a disturbed area and released as a consequence thereof.(OBC)	6(3+3) years
26	Defence Personnel disabled in operation during hostilities with any foreign country or in a disturbed area and released as a consequence thereof(SC/ST)	8 (3+5)years

Note-1 : Above upper age relaxation is admissible to SC/ST/OBC candidates for those posts/vacancies only, which are **reserved** for them. No such relaxation would be admissible to SC/ST/OBC candidates for UR posts/vacancies. However, ExS & PH candidates will get the benefit of age relaxation irrespective of the post is reserved for them or not.

Note-2: As per D/o Pers. & Trg.'s O.M. No. 36034/6/90-Estt-SCT dated 24.4.92, such ExS. Candidates who have already secured employment under the Central Govt. in civil side after availing the benefit given to them as EXS. for their reemployment are eligible for **age-relaxation** prescribed for EXS. for securing another employment in a higher grade but **will not** be eligible for the **benefit for reservation** for EXS. for securing another employment in higher grade. Such ExS would have to pay the requisite fee of Rs. 50/- for this recruitment.

Note-3: The period of 'Call up Service' of an EXS in the Armed forces shall also be treated as service rendered in the Armed forces. For any serviceman of the three Armed forces of the Union to be treated as ExS for the purpose of securing the benefits of reservation; he must have already acquired, at the relevant time of submitting his application for post / service, the status of ExS and/or is in a position to establish his acquired entitlement by documentary evidence from the competent authority that he would be released/discharged from the Armed Forces within the stipulated period of one year from the closing date for receipts of applications on completion of his assignment. Necessary certificate/undertaking should be submitted by the EXS candidate in the form prescribed in D/o Pers. & Trg.'s O.M. No.36034/2/91-Estt. (SCT) dated 3.4.91 (Appendix I & II).

APPENDIX-I

Form of certificate for serving Defence Personnel

I hereby certify that, according to the information available with me (No.)_____ (Rank)_____ (Name)_____ is due to complete the specified term of his engagement with the Armed Forces on the (Date) _____.

Place :

Signature of Commanding Officer

Date :

Office Seal :

APPENDIX-II

Undertaking to be given by the Ex-Servicemen candidates

I understand that, if selected on the basis of the recruitment/examination to which the application relates, my appointment will be subject to my producing documentary evidence to the satisfaction of the appointing authority that I have been duly released/retired/discharged from the Armed Forces and that I am entitled to the benefits admissible to ex-servicemen in terms of the Ex-servicemen (Re-employment in Central Civil Services and Posts) Rules, 1979, as amended from time to time.

I also understand that I shall not be eligible to be appointed to a vacancy reserved for Ex-S in regard to the recruitment covered by this examination, if I have at any time prior to such appointment, secured any employment on the civil side (including Public Sector Undertakings, Autonomous Bodies/Statutory Bodies, Nationalised Banks, etc.) by availing of the concession of reservation of vacancies admissible to Ex-S.

Place :

Date :

Signature of Candidate

APPENDIX-III

FORMAT FOR SC/ST CERTIFICATE

A candidate who claims to belong to one of the Scheduled Caste or the Scheduled Tribes should submit in support of his claim an attested/certified copy of a certificate in the form given below, from the District Officer or the sub-Divisional Officer or any other officer as indicated below of the District in which his parents(or surviving parent) ordinarily reside who has been designated by the State Government concerned as competent to issue such a certificate. If both his parents are dead, the officer signing the certificate should be of the district in which the candidate himself ordinarily resides otherwise than for the purpose of his own education. Wherever photograph is an integral part of the certificate, the Commission would accept only attested photocopies of such certificates and not any other attested or true copy.

(The format of the certificate to be produced by Scheduled Castes and Scheduled Tribes candidates applying for appointment to posts under 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/Tribes _____ which is recognized as a Scheduled Castes/Scheduled Tribes* 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 Lists(Modification) order, 1956, the Bombay Reorganization Act, 1960 & the Punjab Reorganization Act, 1966, the State of Himachal Pradesh Act 1970, the North-Eastern Area(Reorganization) Act, 1971 and the Scheduled Castes and Scheduled Tribes Order(Amendment) Act, 1976.

The Constitution (Jammu & 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 (Dadra and Nagar Haveli) Scheduled Castes order 1962.

The Constitution (Dadra and Nagar Haveli) Scheduled Tribes Order 1962@.

The Constitution (Pondicherry) Scheduled Castes Order 1964@

The Constitution (Scheduled Tribes) (Uttar Pradesh) Order, 1967 @

The Constitution (Goa, Daman & Diu) Scheduled Castes Order, 1968@

The Constitution (Goa, Daman & 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) orders (Amendment) Act, 1990@

The Constitution (ST) orders (Amendment) Ordinance 1991@

The Constitution (ST) orders (Second Amendment) Act, 991@

The Constitution (ST) orders (Amendment) Ordinance 1996

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

This certificate is issued on the basis of the Scheduled Castes/ Scheduled tribes certificate issued to Shri/Shrimati _____ Father/mother _____ of Shri/Srimati/Kumari* _____ of village/town* _____ in District/Division* _____ of the State/Union Territory* _____ who belong to the _____ Caste/Tribe which is recognized 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 reside(s) in village/town* _____ of _____ District/Division* _____ of the State/Union Territory of _____

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 Caste/Tribe Certificates:

(i) District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Dy. Collector/Ist Class Stipendiary Magistrate/Sub-Divisional Magistrate/Extra-Assistant Commissioner/Taluka Magistrate/Executive Magistrate.

(ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.

(iii) Revenue Officers not below the rank of Tehsildar.

(iv) Sub-Divisional Officers of the area where the candidate and/or his family normally resides.

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

APPENDIX-IV

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

_____ son/ This is to certify that
_____ daughter of
_____ of village _____
_____ District/Division _____ in the
_____ State _____ belongs to the
_____ Community which is recognized as a backward class under:

- i) Resolution No. 12011/68/93-BCC dated the 10th September, 1993, published in the Gazette of India Extraordinary – Part I, Section I, No. 186 dated 13th September, 1993.
- ii) Resolution No. 12011/9/94-BCC, dated 19.10.1994 published in Gazette of India extraordinary Part I Section I No. 163, dated 20th October, 1994.
- iii) Resolution No. 12011/7/95-BCC dated the 24th May 1995 Published in the Gazette of India extraordinary Part-I Section I No. 88 dated 25th May, 1995.
- iv) Resolution No.12011/96/94-BCC dated 9th March, 1996.
- v) Resolution No. 12011/44/96-BCC, dated the 6th December, 1996, published in the Gazette of India – Extraordinary-part I, Section-I, No. 210, dated the 11th December, 1996.
- vi) Resolution No.12011/13/97-BCC dated 3rd December, 1997.
- vii) Resolution No.12011/99/94-BCC dated 11th December, 1997.
- viii) Resolution No.12011/68/98-BCC dated 27th October, 1999.
- ix) Resolution No.12011/88/98-BCC dated 6th December, 1999, published in the Gazette of India, Extra Ordinary Part-I, Section-I No.270, 6th December, 1999.
- x) Resolution No.12011/36/99-BCC dated 4th April, 2000, published in the Gazette of India, Extra Ordinary Part-I, Section-I, No.71 dated 4th April, 2000.
- xi) Resolution No.12011/44/99-BCC dated 21.9.2000, published in the Gazette of India, Extra Ordinary Part-I, Section-I, No.210 dated 21.9.2000.

Shri _____ and/or his family ordinarily reside(s) in the
_____ District/Division of the _____ State.

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 OM No. 36012/22/93-Estt. (SCT,) dated 08.09.1993 and modified vide Govt. of India Deptt. of Personnel and Training OM No. 36033/3/2004-Estt(Res) dated 09.03.2004 and 14.10.2008

Dated: _____ District Magistrate or
Seal: _____ Deputy Commissioner etc.

Note-I (a) The term 'Ordinarily' used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

(b) The authorities competent to issue Caste Certificate are indicated below:-

(i) District Magistrate/Additional Magistrate/Collector/Dy. Commissioner/ Additional Deputy Commissioner/Deputy Collector/Ist Class Stipendary Magistrate/ Sub-Divisional Magistrate/Taluka Magistrate/ Executive Magistrate/Extra Assistant Commissioner (not below the rank of 1st Class Stipendiary Magistrate).

(ii) Chief Presidency Magistrate /Additional Chief Presidency Magistrate/ Presidency Magistrate.

(iii) Revenue Officer not below the rank of Tehsildar

(iv) Sub-Divisional Officer of the area where the candidate and/or his family resides.

NOTE-II: The closing date for receipt of application will be treated as the date of reckoning for OBC status of the candidate and also, for assuming that the candidate does not fall in the creamy layer.

The candidate should furnish the relevant OBC Certificate in the format prescribed for Central Government jobs as per Appendix-IV issued by the competent authority on or before the Closing Date as stipulated in the Notice.

**FORM OF CERTIFICATE TO BE SUBMITTED BY CENTRAL GOVERNMENT CIVILIAN
EMPLOYEES SEEKING AGE-RELAXATION**

(To be filled by the Head of the Office or Department in which the candidate is working).

It is certified that *Shri/Smt./Km. _____ is a Central Government Civilian employee holding the post of ----- in the pay scale of Rs. _____ with 3 years regular service in the grade as _____.

Signature _____

Name _____

Office seal

Place:

Date :

*(*Please delete the words which are not applicable.)*

NAME & ADDRESS OF THE INSTITUTE/HOSPITAL

Certificate No. _____

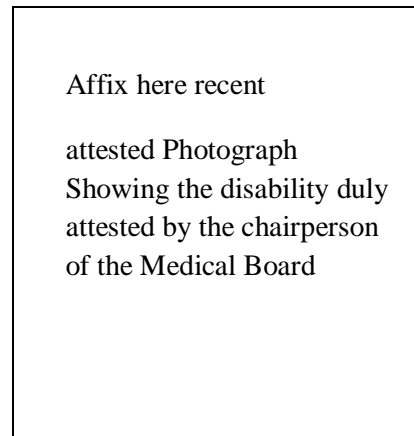
Date _____

DISABILITY CERTIFICATE

This is certified that Shri/Smt/Kum _____ son/wife/daughter of Shri _____

_____ age _____ sex _____ identification mark(s) _____ is suffering from permanent disability of following category :-

A. Locomotor or cerebral palsy :



- (i) BL-Both legs affected but not arms.
- (ii) BA-Both arms affected (a) Impaired reach
(b) Weakness of grip
- (iii) BLA-Both legs and both arms affected
- (iv) OL-One leg affected (right or left) (a) Impaired reach
(b) Weakness of grip
(c) Ataxic
- (v) OA-One arm affected (a) Impaired reach
(b) Weakness of grip
(c) Ataxic
- (vi) BH-Stiff back and hips (Cannot sit or stoop)
- (vii) MW-Muscular weakness and limited physical endurance.

B. Blindness or Low Vision : (i) B-Blind
(ii) PB-Partially Blind

C. Hearing Impairment : (i) D-Deaf
(ii) PD-Partially Deaf

(DELETE THE CATEGORY WHICHEVER IS NOT APPLICABLE)

2. This condition is progressive/non-progressive/likely to improve/not likely to improve. Re-assessment of this case is not recommended/is recommended after a period of _____ years _____ months.*

3. Percentage of disability in his/her case is percent.

4. Sh./Smt./Kum meets the following physical requirements for discharge of his /her duties :-

- | | |
|--|--------|
| (i) F-can perform work by manipulating with fingers. | Yes/No |
| (ii) PP-can perform work by pulling and pushing. | Yes/No |
| (iii) L-can perform work by lifting. | Yes/No |
| (iv) KC-can perform work by kneeling and crouching. | Yes/No |
| (v) B-can perform work by bending. | Yes/No |
| (vi) S-can perform work by sitting. | Yes/No |
| (vii) ST-can perform work by standing. | Yes/No |
| (viii) W-can perform work by walking. | Yes/No |
| (ix) SE-can perform work by seeing. | Yes/No |
| (x) H-can perform work by hearing/speaking. | Yes/No |
| (xi) RW-can perform work by reading and writing. | Yes/No |

(Dr. _____) (Dr. _____) Dr. _____)

Member, Medical Board Member, Medical Board Chairperson, Medical Board

Countersigned by the Medical Superintendent/

CMO/Head of Hospital (with seal)

*Strike out which is not applicable.

Note: IMPORTANT REQUIREMENT OF PH CERTIFICATE

(i) A disability certificate shall be issued by a Medical Board duly constituted by the Central and the State Government. The state government may constitute a Medical Board consisting of at least 3 Members out of which, at least, one Member shall be a Specialist from the relevant field.

(ii) The Certificate would be valid for a period of 5 years for those whose disability is temporary. For those who acquired permanent disability, the validity can be shown as 'permanent'.

(iii) According to the Persons with Disabilities (Equal Opportunities, Protection of Right and full Participation) Rules, 1996 notified on 31.12.1996 by the Central Government in exercise of the powers conferred by sub-section (1) and (2) section 73 of the Persons with Disabilities (Equal Opportunities , Protection of Right and full Participation) Act, 1995(1 of 1996), authorities to give disability Certificate will be a

Medical Board duly constituted by the Central and the State Government. The State government may constitute a Medical Board consisting of at least three members out of which at least one shall be a specialist in the particular field for assessing locomotor/visual including low vision/hearing and speech disability, Mental retardation and leprosy cured , as the case may be.

APPENDIX-VII**Educational Qualification Code (for Essential/Desirable/Higher)**

Educational Qualification	Code
'A' Level Diploma	37
'O' Level Diploma	40
Advance Diploma	41
AMIE (part A & part B)	15
B.Com	07
B.Com (Hons)	08
B.Ed.	11
B.Lib	20
B.Pharma	21
B.Sc	09
B.Sc (Engg.)	16
B.Sc(Hons.)	10
B.Tech	14
BA	05
BA(Hons.)	06
Bachelor's Degree	35
BBA	18
BCA	17
BE	13
CA	23
Certificate	03
Diploma	04
Experience Certificate	38
Graduation issued by Defence (Indian Army, Air Force, Navy)	19
ICWA	22
Intermediate	02
Junior Research Fellowship	45

LLB	12
LLM	29
M.Com	26
M.Ed	28
M.Phill	44
M.Sc	27
M.Sc (Engg.)	32
M.Tech	31
MA	25
Master's Degree	47
Matriculation	01
MBA	34
MCA	33
ME	30
PG Diploma	24
Ph.D	43
Post Polytechnic Diploma	36
Research Experience	39
Senior Research Fellowship	46
Working Knowledge	42
Others	48

Subject Code for Essential /Desirable /Higher Qualification(s)

Subject of Educational Qualification	Code
Accountancy	028
Administration	123
Aeronautical Engineering	049
Agriculture Engineering	023
Agriculture Science	015
Agriculture with Statistics	093
Agronomy	072
Ancient Indian History	101
Anthropology	108
Aquatic Life Science	125
Arabic	110
Archaeology	104
Architecture	126
Assamese	038
Automobile Engineering	075
Bengali	039
Bio-Chemistry	060
Biology	094
Bio-Physics	059
Bio-Technology	061
Botany	013
Business Administration	030
Calligraphy	160
Cartography	158
Chemical Engineering	050

Chemistry	010
Civil Engineering	016
Codification	161
Collection/Compilation/Analysis of Data	095
Commerce	007
Commerce with Statistics	091
Commercial Art/ Engineering	137
Communication	062
Computer System and Management	084
Computer Application	025
Computer Engineering	082
Computer Programming	145
Computer Science	024
Computer Technology	083
Courts/Tribunal/ Legal Matter	113
Criminology	058
Culture and Archaeology	103
DOEACC Programme	085
Economics	003
Economics with Statistics	092
Education	121
Electrical Engineering	017
Electronics	063
Electronics & Power Engineering	020
Electronics & Communication Engineering	021
Electronics Data Processing	087
Electronics Engineering	019
Electronics Instrumentation Engineering	022
English Literature	004
Epigraphy	105

Exhibition	133
Fazil	112
Fine Arts	111
Fine Arts Civil Engineering	138
Fire fighting work	118
Fisheries Science	124
Forensic Science	052
Forest Inventory	156
Forest Ranger	155
Forestry/ Forestry Management	090
French	147
Genetics	074
Geography	006
Geology	142
Geo-Physics	141
German	148
Guidance	122
Gujarati	045
Hindi Literature	005
History	001
History of Arts	100
Horticulture	149
Hydrometeorology	144
Indian History	102
Information System and Application	086
Information Technology	026
Instrumentation Engineering	079
Journalism	032
Kannada	042
Law	008

Library Science	027
Malayalam	040
Marathi	044
Marine Engineering	076
Maritime Mobile and Aeromobile Communication	134
Mass Communication	031
Mass Communication & Journalism	033
Mass Mailing	162
Mathematical Statistics/ Statistics	Mathematics with 088
Mathematics	011
Mathematics with Operational Research	116
Mechanical Engineering	018
Medicine	081
Metallurgy	066
Meteorology	143
Microbiology	051
Modelling and Sculpture	136
Municipal Engineering	128
Museology	099
Naval Architecture	077
Nursing	037
Operations Research	078
Pali	106
Persian	109
Pharmaceutical Sciences	080
Pharmacy	034
Photography	035
Physical Education	071

Physics	009
Physics with Electronics	115
Physics with Operational Research	117
Planning and Implementation of Seed production	119
Plant Breeding	073
Plant Protection	151
Plastic Engineering	069
Political Science	002
Polymer & Rubber Technology	070
Prakrit	107
Printing Technology	036
Psychology	114
Public Administration	098
Public Hygiene	153
Radio Communication	065
Radio Engineering	064
Remote Sensing	157
Reprography	159
Rocketry	054
Rubber Technology	068
Russian Language	130
Sanitary	152
Sanitary Engineering	154
Sanskrit	047
Scientific Photography	129
Security	097
Seeds Acts and Rules	120
Social Work	056
Socio-Economic Research or Survey	135
Sociology	057

Soil Science	132
Space Engineering	053
Statistics	012
Statistics with Economics	131
Tamil	043
Telecommunication Engineering	055
Telugu	041
Textile Chemistry	140
Textile Manufacture	139
Textile Technology	067
Theory of Numbers or Groups	089
Tourism	146
Town Planning Building	127
Urdu	046
Wildlife Management	096
Work Accountancy	029
Youth Work/ Youth Welfare	150
Zoology	014
OTHERS	048