



वै.ओ.अ.प. – केन्द्रीय औषधीय एवं सगन्ध पौधा संस्थान
(वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद)

पोस्ट आफिस – सीमैप कैम्पस, लखनऊ –226 015, भारत

CSIR - CENTRAL INSTITUTE OF MEDICINAL & AROMATIC PLANTS

(Council of Scientific & Industrial Research)

P.O. CIMAP Campus, Lucknow – 226 015, INDIA

विज्ञापन सं./Advertisement No. 1/2018

तकनीकी पदों पर भर्ती हेतु विज्ञापन

Advertisement for Technical posts

URL for Online Application: <https://recruitment.cimap.res.in>

OR

Access link '**Advertisement No. 1/2018**' on <https://www.cimap.res.in>

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| 1. ऑनलाइन आवेदन का रजिस्ट्रेशन आरंभ करने की तिथि | 4 सितम्बर, 2018; 10.00 Hrs. IST |
| 1. Start date for Registration for Online Application: | 4 th September, 2018; 10.00 Hrs. IST |
| 2. ऑनलाइन आवेदन के रजिस्ट्रेशन की अंतिम तिथि | 3 अक्टूबर, 2018; 23:59 Hrs. IST |
| 2. Last date for registration for Online application: | 3 rd October, 2018; 23:59 Hrs. IST |
| 3. ऑनलाइन/ऑफलाइन शुल्क जमा करने की अंतिम तिथि | 8 अक्टूबर, 2018; 16:00 Hrs. IST |
| 3. Last date for Fee Submission Online/Offline: | 8 th October, 2018; 16:00 Hrs. IST |
| 4. ऑनलाइन आवेदन सबमिट करने की अंतिम तिथि | 12 अक्टूबर, 2018; 23.59 Hrs. IST |
| 4. Last date for Submission of Online Application: | 12 th October, 2018; 23.59 Hrs. IST |
| 5. सीमैप में सभी संगत प्रपत्रों के साथ आवेदन पत्र के प्रिंटआउट प्रति की प्राप्ति की अंतिम तिथि | 26 अक्टूबर, 2018; 17:30 Hrs. IST |
| 5. Last date for Receipt of printout copy of application alongwith all relevant documents at CIMAP: | 26 th October, 2018; 17:30 Hrs. IST |

सीएसआईआर-केन्द्रीय औषधीय एवं सगन्ध पौधा संस्थान, लखनऊ वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद (सीएसआईआर), नयी दिल्ली की एक घटक प्रयोगशाला है। सीएसआईआर-सीमैप पादप विज्ञान के महत्वपूर्ण क्षेत्रों में बेसिक तथा अप्लाइड अनुसंधान करता है।

CSIR-Central Institute of Medicinal & Aromatic Plants (CIMAP), Lucknow is a constituent laboratory of Council of Scientific & Industrial Research (CSIR), New Delhi. CSIR-CIMAP undertakes basic and applied research in important areas of plant sciences.

सीएसआईआर-केन्द्रीय औषधीय एवं सगन्ध पौधा संस्थान, लखनऊ अपने अनुसंधान कार्यों में तकनीकी सपोर्ट के लिए निम्न विवरण के अनुसार तकनीशियन(1) तथा तकनीकी सहायक हेतु भारतीय नागरिकों से निर्धारित प्रपत्र में ऑनलाइन आवेदन आमंत्रित करता है :-

CSIR-CIMAP invites applications online from Indian citizens in the prescribed application format for the post(s) of Technician (1) and Technical Assistant for the technical support in research activities as per the details hereunder:

पदनाम Designation	पदों की संख्या एवं आरक्षण की स्थिति No. of Posts & Reservation	पे बैंड/ पे मैट्रिक्स लेवल Pay Band/Pay Matrix Level	*कुल परिलब्धियाँ Total Emoluments	**12.10.2018 को अधिकतम आयु Upper Age limit not exceeding as on 12.10.2018
तकनीकी सहायक Technical Assistant	05 पद/Posts (अनारक्षित-02, अ.पि.व.-01, अ.जा-01, अ.ज.जा-01) (UR-02, OBC-01, SC-01, ST-01)	पे मैट्रिक्स लेवल-6 रु० 35400-112400 Pay Matrix Level-6 Rs. 35400-112400 (Pre-revised PB-2 GP- 4200)	रु०/Rs. 47, 394/-	28 वर्ष/years

तकनीशियन(1) Technician (1)	26 पद/Posts (अनारक्षित-12, अ.पि.व.-11 अ.जा-03, (UR-12, OBC-11, SC-03)	पे मैट्रिक्स लेवल-2 रु० 19900-63200 Pay Matrix Level-2 Rs. 19900-63200 (Pre-revised PB-1 GP- 1900)	रु०/Rs. 25, 922/-	28 वर्ष/years
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*कुल परिलब्धियों का तात्पर्य किसी भी वाई शहर में न्यूनतम पे पर मिलने वाले एचआरए को शामिल करने पर

*Total Emoluments means approximate total emoluments on minimum of scale including House Rent Allowance in Class 'Y' city.

**कृपया आयु सीमा छूट को छूट कालम के अंतर्गत देखें।

** Please see age relaxation under Relaxation column.

Post Code	Pay Band & Grade Pay	Name/Area/ No. of post & reservation/ Likely place of posting	Essential Qualification	Desirable Qualification/ Experience	Job Specification
T0118	Rs.35400-112400 (Level-6)	Technical Assistant (Public Relation) 01 Post Unreserved Place: Lucknow	1 st class B.Sc. (Sci.) with one year full time Professional qualification or one year experience in Mass Communication/Journalism from a recognized Institute/Organization.	Master's Degree in Mass Communication/Journalism or P.G. Diploma in Mass Communication/Journalism.	Preparing press notes (Hindi and English), attending important visitors.
T0218	Rs.35400-112400 (Level-6)	Technical Assistant (Bioprospection) 01 Post Unreserved Place: Lucknow	1 st class B.Sc.(Sci.) (Biology Stream)with one year full time Professional qualification or one year experience in the area of Biology/Biotechnology/Life Science/Microbiology/ Biochemistry from a recognized institute/organization.	Practical/working knowledge of handling microorganisms/parasites/ animal cell culture, DNA/RNA/Proteins and related techniques/ instrumentation.	Assisting scientists for antibiotic testing, identification of phytochemicals as therapeutic agent against infectious microorganisms using cell based and target based assays, screening phytochemicals for bioactivities, assisting Scientists in carrying out bioprospection related work.
T0318	Rs.35400-112400 (Level-6)	Technical Assistant (Botany) 01 Post Reserved for SC Place: Lucknow	1 st class B.Sc. (Sci.) (Biology Stream) with one year full time Professional qualification in relevant field or one year experience in the Botany/Plant Science from a recognized Institute/ Organization.	Knowledge of Plant Exploration and Conservation.	Plant collection, specimen processing and Herbarium Maintenance etc.
T0418	Rs.35400-112400 (Level-6)	Technical Assistant (Microscopy) 01 Post Reserved for OBC Place: Lucknow	1 st class B.Sc.(Sci.) (Biology Stream) with one year full time professional qualification in relevant discipline or one year experience in running/operating advanced microscopy instruments from a recognized Institute/Organization.	M.Sc. with Botany/ Biotechnology with practical exposure to microscopy and experience in handling light microscopes, fluorescence microscope, Confocal and Electron microscopes.	To carry out all routine microscopy work and advanced microscopy such as Confocal and Electron Microscopy.

T0518	Rs.35400-112400 (Level-6)	Technical Assistant (Agronomy) 01 Post Reserved for ST Place: Bengaluru	1 st class B.Sc. (Ag) with one year full time professional qualification or one year experience in the relevant discipline from a recognized Institute/Organization.	M.Sc. (Agronomy) with one year experience in field research.	Field experiments, field maintenance, soil sample analysis, data feeding, field observations, data compilation and analysis.
T0618	Rs.19900-63200 (Level-2)	Technician (1) (Farm/Agronomy) 07 Post 03 Unreserved 04 Reserved for OBC Place: Bengaluru-02 Pantnagar-01 Purara-01 Lucknow-03	SSC/10 th standard with Science subject with 55% marks plus ITI certificate or National/State Trade certificate or 2 years full time experience as an apprentice training from a recognized institution in Pump Operator-cum Mechanic/ Mechanic Agriculture Machinery/ Mechanic (Tractor)/ Mechanic repair & maintenance of Heavy Vehicles.	Intermediate in Agriculture with Experience in field demonstration.	1. Cultivation, propagation and production of quality planting material of medicinal & aromatic crops (Seeds and propagules) and extension activities of MAPs crops, 2. Field demonstration, farmer's survey, collection of data, compilation and analysis and farm maintenance. 3. Planning of layout, harvesting, planting material production, experimental observations, distillation, maintenance of nurseries and general assistance in farm.
T0718	Rs.19900-63200 (Level-2)	Technician (1) (Farming/ Extension) 01 Post Reserved for OBC Place: Lucknow	SSC/10 th standard with Science subject with 55% marks plus ITI certificate or National/State Trade certificate or 2 years full time experience as an apprentice training from a recognized institution in Business Management/ Mechanic in Agriculture Machinery.	Intermediate (Agriculture)	To help in extension activities such as field demonstration, technical advice to farmers and other extension related activities.
T0818	Rs.19900-63200 (Level-2)	Technician(1) (Plant Protection) 01 Post Unreserved Place: Lucknow	SSC/10 th standard with science subjects with 55% marks plus ITI certificate or National/State Trade certificate or 2 years full time experience as an apprentice training from a recognized institution in the Preservation of Fruits and Vegetables/ Laboratory Assistant trade.	Intermediate in Agriculture with plant pathology/ crop protection/Botany and computer knowledge from a recognized institution/ university will be preferred.	To assist the scientist in the routine works such as maintenance of desired plants in the glasshouse and experimental fields, preparation of media, autoclaving etc.
T0918	Rs.19900-63200 (Level-2)	Technician (1) (Gene Bank) 01 Post Unreserved Place: Lucknow	SSC/10 th standard with science subjects with 55% marks, plus ITI certificate or National/State Trade certificate or 2 years full time experience as an apprentice training from a recognized institution in Lab Assistant/Horticulture/ Floriculture and Landscaping.	Intermediate in Agriculture. Working experience in the field experimentation.	Maintenance of field and seed gene bank and help in field data recording/ germplasm characterization.

T1018	Rs.19900-63200 (Level-2)	Technician (1) (Chemistry) 01 Post Unreserved Place: Lucknow	SSC/10 th standard with Science subjects with 55% marks plus ITI certificate or National/State Trade certificate or 2 years full time experience as an apprentice training from a recognized institution in Laboratory Assistant.	Intermediate in Chemistry.	To assist in processing of medicinal plants for phytomolecules, maintenance of Lab and Laboratory equipments.
T1118	Rs.19900-63200 (Level-2)	Technician (1) (Chemical Engineering) 01 Post Unreserved Place: Lucknow	SSC/10 th standard with Science subjects with 55% marks plus ITI certificate or National/State Trade certificate or 2 years full time experience as an apprentice training from a recognized institution in Lab Assistant/Boiler Attendant/ Attendant Operator (Chemical Plants)/Agro processing.	Minimum one year experience in Chemical Process Industries/Herbal Extraction Units/ Distillation units for essential oils extraction.	To Provide technical support in Operation/ repairs/maintenance of Pilot Plant/Boiler/ Distillation units & Solvent extraction units.
T1218	Rs.19900-63200 (Level-2)	Technician (1) (Liquid Nitrogen Plant) 01 Post Reserved for OBC Place: Lucknow	SSC/10 th standard with Science subjects with 55% marks plus ITI certificate or National/State Trade certificate or 2 years full time experience as an apprentice training from a recognized institution in the Instrument Mechanic (Chemical Plant)/ Maintenance Mechanic (Chemical Plant)/ Refrigeration and Air Conditioning Mechanic/Fitter.	Preference will be given to the candidates having experience in handling Liquid Nitrogen Plant related machines/ equipments.	Operation and Maintenance of Liquid nitrogen (Cryo) Plant for proper functioning. Assisting Scientists/Students/ Researchers in Cryo generation related activities.
T1318	Rs.19900-63200 (Level-2)	Technician (1) (Product Development) 01 Post Unreserved Place: Lucknow	SSC/10 th standard with science subjects with 55% marks, plus ITI certificate or National/State Trade certificate or 2 years full time experience as an apprentice training from a recognized institution in Lab Assistant/Food Productions/ Agro Processing/ Food Beverage/ Pharmacy.	Experience of working in the area of herbal formulations/Clinical pathology/Pharmacy.	The candidate will be required to assist the team in preparing herbal formulations, handling small animal for experiment and maintaining the instrument required for clinical pathology sample analysis.
T1418	Rs.19900-63200 (Level-2)	Technician (1) (Sales Counter) 01 Post Reserved for OBC Place: Lucknow	SSC/10 th standard with Science subject with 55% marks plus ITI certificate or National/State Trade certificate or 2 years full time experience as an apprentice training from a recognized institution in Business Management.	Intermediate in commerce/ knowledge in Computer.	To help in sale of Herbal products/ publication/planting material.
T1518	Rs.19900-63200 (Level-2)	Technician (1) (Animal House) 01 Post Reserved for SC Place: Lucknow	SSC/10 th standard with Science subjects with 55% marks plus ITI certificate or National/State Trade certificate or 2 years full time experience as an apprentice training from a recognized institution in either of the trade Health Safety and Environment, Health Sanitary Inspector, Hospital Management or Medical Transcription.	Experience of handling small animals (mice, rats & rabbits) and working in experimental laboratory set up.	Cleaning and sanitization of animal rooms, cages and equipments. Record keeping of animal rooms/strains of animals. Assisting researchers in their experimental work.

T1618	Rs.19900-63200 (Level-2)	Technician (1) (Networking) 01 Post Unreserved Place: Lucknow	SSC/10 th standard with Science subjects with 55% marks plus ITI certificate or National/State Trade certificate or 2 years full time experience as an apprentice training from a recognized institution in Computer Hardware / Network Maintenance.	Experience in handling servers, SAN, IT networking devices, security Protocols & Devices.	IT service management for users support, IT security compliance, Window/Linux server administration, network troubleshooting and architecture optimization.
T1718	Rs.19900-63200 (Level-2)	Technician (1) (Data Management) 01 Post Reserved for OBC Place: Lucknow	SSC/10 th standard with Science subject with 55% marks plus ITI certificate or National/State Trade certificate or 2 years full time experience as an apprentice training from a recognized institution in Computer Programming/Computer Operator and Programming Assistant/Data Entry Operator.	DOEACC 'O' Level course or equivalent with hands on experience on computer programming/ accounting software/ office automation.	To help in the development of in-house software applications to automate various R & D and S & T activities in the institute.
T1818	Rs.19900-63200 (Level-2)	Technician (1) (Reprography/ Library) 01 Post Reserved for SC Place: Lucknow	SSC/10 th standard with science subjects with 55% marks plus ITI certificate or National/State Trade certificate or 2 years full time experience as an apprentice training from a recognized institution in Library & Information Science Trade.	Intermediate with diploma in library science (D.Lib.Sc. regular) candidates with computer knowledge from a recognized institution.	To assist in the management of subscription of journals, data entry of books and journals, maintenance of circulation activities of the library.
T1918	Rs.19900-63200 (Level-2)	Technician (1) (Automobile) 01 Post Reserved for SC Place: Lucknow	SSC/10 th standard with Science subjects with 55% marks plus ITI certificate or National/State Trade certificate or 2 years full time experience as an apprentice training from a recognized institution in Mechanic Motor Vehicle/ Automobile/Mechanic repair & maintenance of Heavy Vehicles.	Diploma in automobile/ Mechanical engineering with experience of driving LMV/HMV general maintenance/ repairing of automobiles/ vehicles in any reputed organization.	To assist in repairing, maintenance & operation of automobiles and farm appliances in the institute.
T2018	Rs.19900-63200 (Level-2)	Technician (1) (Tractor Driver) 01 Post Reserved for OBC Place: Pantnagar	SSC/10 th standard with Science subject with 55% marks plus ITI certificate or National/State trade certificate in Mechanical/ Automobile or 2 years full time experience as an apprentice training from a recognized institution in the Mechanic (Tractor)/ Mechanic Diesel Engine/Automobile.	Certificate course in Heavy Vehicle Driving from Government recognized institute.	Tractor Driving, Maintenance of implements for agricultural operations.
T2118	Rs.19900-63200 (Level-2)	Technician (1) (Plumber) 01 Post Reserved for OBC Place: Lucknow	SSC/10 th standard with science subjects with 55% marks plus ITI certificate or National/State Trade certificate or 2 years full time experience as an apprentice training from a recognized institution in the Plumber trade.	Three-year experience in Plumbing.	To assist in plumbing and other civil works.

T2218	Rs.19900-63200 (Level-2)	Technician (1) (Electrician) 01 Post Reserved for OBC Place: Hyderabad	SSC/10 th standard with Science subject with 55% marks plus ITI certificate or National/State Trade certificate or 2 years full time experience as an apprentice training from a recognized institution in Electrician.	Working experience in electrical power distribution system electrical substation, switchgears, operation and maintenance of Diesel Generator sets, pumps, UPS and batteries, working knowledge of electric motor pumps and water distribution system and basic knowledge of Electrical safety procedures, IE rules and National Building codes.	The selected candidate is expected to operate and maintain the electrical installations and will take care of other works & services activities of the centres.
T2318	Rs.19900-63200 (Level-2)	Technician (1) (Instrument) 01 Post Unreserved Place: Lucknow	SSC/10 th standard with Science subjects with 55% marks plus ITI certificate or National/ State Trade certificate or 2 years full time experience as an apprentice training from a recognized Institution in the in the trade of Lab Assistant/ Instrument Mechanic/ Electronics System Maintenance Mechanic/ Electrical/ Electronics/Computer Operator and Programming Assistant (COPA) trade.	Preference will be given to those candidates who are having minimum 01 year working experience in operation or maintenance of chromatographic/ spectrometric/ Spectrophotometric instruments.	To assist in operating, maintenance and calibration of analytical instruments. Assistance in hands-on session for conducting Training Programmes.
T2418	Rs.19900-63200 (Level-2)	Technician (1) (Pilot Facility) 01 Post Unreserved Place: Lucknow	SSC/10 th standard with Science subject with 55% marks plus ITI certificate or National/State Trade certificate or 2 years full time experience as an apprentice training from a recognized institution in Electrical/ Electrician/ Mechanic (Machine Tool Maintenance).	Minimum one year experience of handling heavy machinery related to manufacturing/ packing of herbal formulations.	To help in handling and maintenance of machinery related to manufacturing and packaging etc. of herbal products.
T2518	Rs.19900-63200 (Level-2)	Technician (1) (Biotechnology) 01 Post Unreserved Place: Lucknow	SSC/10 th standard with Science subject with 55% marks plus ITI certificate or National/State Trade certificate or 2 years full time experience as an apprentice training from a recognized institution in Lab Assistant.	Intermediate in Science.	To assist the Scientists in Biology/ Biotechnology related experiments.

Selection Criteria of Technical Assistant & Technician(1) posts :

The candidates as recommended by the Screening Committee will be invited for a Trade Test. Those who qualify in the trade test will be invited for a competitive written examination. The final merit list will be prepared on the basis of the performance of the candidates in the competitive written examination.

1. The Syllabus/Mode of Written Examination for Technical Assistant

Mode of Examination	Objective Type Multiple Choice Examination
Medium of Questions	The questions will be set both in English and Hindi except the questions on English Language.
Standard of exam	Diploma/Graduation Level (based on the advertised qualification of the post).

Question Papers	There will be three papers consisting of total no. of 200 questions for time allotted to 3 hours. The second and third paper will be evaluated only for those candidates who secure the minimum threshold marks (to be determined by the Selection Committee in the first paper).
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Paper-I (Time Allotted – 1 hour)

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

*Mental Ability Test will be so devised so as to include General Intelligence, Quantitative Aptitude, Reasoning, Problem Solving, Situational judgement etc.

Paper-II (Time Allotted – 30 minutes)

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

Paper-III (Time Allotted – 90 minutes)

Subject	No. of questions	Maximum Marks	Negative Marks
Concerned subject	100	300 (three marks for every correct answer)	One negative mark for every wrong answer

2. The Syllabus/Mode of Written Examination for Technician (1)

Mode of Examination	Objective Type Multiple Choice Examination
Medium of Questions	The questions will be set both in English and Hindi except the questions on English Language.
Standard of exam	SSC + ITI / XIIth Standard
Question Papers	There will be three papers consisting of total no. of 150 questions for time allotted to 2 hrs 30 minutes.

Paper-I (Time Allotted – 1 hour)

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

*Mental Ability Test will be so devised so as to include General Intelligence, Quantitative Aptitude, Reasoning, Problem Solving, Situational judgement etc.

Paper-II (Time Allotted – 30 minutes)

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

Paper-III (Time Allotted – 1 hour)

Subject	No. of questions	Maximum Marks	Negative Marks
Concerned subject	50	150 (three marks for every correct answer)	One negative mark for every wrong answer

सामान्य सूचना एवं शर्तें / General Information and Conditions:-

1. परिषद् सेवा के तहत लाभ:--

Benefits under Council service:

- क) केन्द्र सरकार के कर्मचारियों को देय तथा सीएसआईआर के लिए लागू किए गए सामान्य भत्ते जैसे कि महंगाई भत्ता (डीए), मकान किराया भत्ता (एचआरए), परिवहन भत्ता (टीए) इत्यादि इन पदों पर देय हैं। परिषद् कर्मचारी उपलब्धता के आधार पर सीएसआईआर आवास आवंटन नियमावली के अनुसार अपने पात्रता प्रकार के आवास के भी पात्र हैं परंतु इस स्थिति में एचआरए देय नहीं होगा।
- अ) These posts carry usual allowances i.e. Dearness Allowance (DA), House Rent Allowance (HRA), Transport Allowance (TA) etc. as admissible to the central government employees and as made applicable to CSIR. Council employees are also eligible for accommodation of their entitled type as per CSIR Residence allotment rules depending on availability in which case HRA will not be admissible.

- ख) पदों की प्रत्येक श्रेणी के लिए बताई गई परिलब्धियों के अतिरिक्त सीएसआईआर नियमानुसार नई पेंशन योजना, 2004 की प्रयोज्यता, चिकित्सा व्यय की प्रतिपूर्ति, अवकाश यात्रा रियायत, वाहन अग्रिम और गृह निर्माण अग्रिम जैसे लाभ भी उपलब्ध हैं।
- b) In addition to the emoluments indicated against each category of posts, benefits such as applicability of New Pension Scheme 2004, reimbursements of Medical Expenses, Leave Travel Concession, Conveyance advance and House Building Advance are available as per CSIR rules.
- ग) सीएसआईआर योग्य उम्मीदवारों को मूल्यांकन प्रोन्नति योजना के तहत करियर में उन्नति के बेहतर अवसर प्रदान करता है।
- c) CSIR provides excellent opportunities to deserving candidates for career advancement under Assessment Promotion Scheme.

2. अन्य शर्तें / Other Conditions:-

- क) आवेदक भारत का नागरिक हो।
- a) The applicant must be a citizen of India.
- ख) सभी आवेदकों को विज्ञापन में दर्शाए गए पद की अनिवार्य अर्हताओं और अन्य शर्तों को ऑनलाइन आवेदन करने की अंतिम तिथि अर्थात् **दिनांक 12 अक्टूबर, 2018** को पूर्ण करना चाहिये। उन्हें सलाह दी जाती है कि ऑनलाइन आवेदन करने से पूर्व संतुष्ट हों कि ऑनलाइन आवेदन करने की अंतिम तिथि को वे विभिन्न पदों के लिए निर्धारित न्यूनतम अनिवार्य योग्यताएँ रखते हैं। पात्रता के संबंध में किसी पूछ-ताछ का जवाब नहीं दिया जाएगा। निर्धारित अनिवार्य योग्यता न्यूनतम योग्यता है तथा केवल निर्धारित आवश्यक योग्यता के होने पर ही उम्मीदवार ट्रेड टेस्ट/स्किल टेस्ट/लिखित परीक्षा के लिए बुलाए जाने के पात्र नहीं हो जाते। उम्मीदवारों की छूटनी के लिए विधिवत् रूप से गठित छान-बीन समिति अपने स्वयं के मापदंड अपनाएगी। इसलिए उम्मीदवार को न्यूनतम निर्धारित योग्यता से ऊपर की अपनी सभी योग्यता और प्रासंगिक क्षेत्र में अनुभव, दस्तावेजों से समर्थित, का ऑनलाइन आवेदन में उल्लेख करना चाहिए।
- b) All applicants must fulfill the essential requirements of the post and other conditions stipulated in the advertisement as on the last date of submission of online applications i.e. **12th October, 2018**. They are advised to satisfy themselves before applying that they possess at least the essential qualifications laid down for various posts as on the last date of receipt of the application. No enquiry asking for advice as to eligibility will be entertained. The prescribed essential qualifications are the minimum and the mere possession of the same does not entitle candidates to be called for trade test/skill test/written test. The duly constituted Screening Committee will adopt its own criteria for short-listing the candidates. The candidate should therefore, mention in the application all the qualifications and experiences in the relevant area over and above the minimum prescribed qualification, supported with documents.
- ग) ऑनलाइन आवेदन की हार्ड कॉपी (प्रिंट-आउट) के साथ प्रासंगिक शैक्षणिक योग्यता और अनुभव (यदि कोई हो) की स्वयं सत्यापित प्रतियाँ लगी होनी चाहिए। निर्धारित योग्यता मान्यता प्राप्त विश्वविद्यालयों/संस्थानों इत्यादि से प्राप्त की गई होनी चाहिए। अपूर्ण आवेदन/आवश्यक प्रमाण पत्रों या दस्तावेजों के बिना प्राप्त आवेदन अस्वीकार कर दिए जाएंगे।
- c) The hard copy (print-out) of the application generated after filling online application form should be accompanied by self attested copies of the relevant educational qualification, experience. The prescribed qualifications should have been obtained through recognized Universities/Institutions etc. Incomplete applications or applications not accompanied with the required certificates/documents are liable to be rejected.
- घ) आवश्यक योग्यता के संबंध में यदि कोई उम्मीदवार किसी विशेष योग्यता के विज्ञापन की आवश्यकता के अनुसार समकक्ष योग्यता होने का दावा करता है तो उम्मीदवार को इस संबंध में जारीकर्ता अधिकारी को दर्शाते हुए (संख्या और दिनांक सहित) आदेश/पत्र जिसके तहत इस योग्यता को समकक्ष माना गया है, प्रस्तुत करना होगा अन्यथा आवेदन अस्वीकार कर दिया जाएगा।
- d) In respect of Essential Qualifications, if a candidate is claiming a particular qualification as equivalent qualification as per the requirement of advertisement, then the candidate is required to produce order/letter in this regard, indicating the Authority (with number and date) under which it has been so treated otherwise the application is liable to be rejected.
- ङ) ट्रेड टेस्ट/स्किल टेस्ट/लिखित परीक्षा के लिए उम्मीदवारों की छूटनी हेतु मान्य अनुभव की गणना करते समय किसी उम्मीदवार द्वारा अंशकालिक आधार पर, दैनिक मजदूरी, अतिथि संकाय इत्यादि के अनुभव की अवधि नहीं गिनी जाएगी
- e) The period of experience rendered by a candidate on part time basis, daily wages, visiting/guest faculty will not be counted while calculating the valid experience for short listing the candidates for trade test/skill test/written test.

- च) हिंदी या अंग्रेजी के अतिरिक्त अन्य भाषा में प्रस्तुत किसी दस्तावेज/प्रमाण पत्र का प्रतिलेख, राजपत्रित अधिकारी या नोटरी द्वारा विधिवत् साक्ष्यांकित, प्रस्तुत करना होगा।
- f) If any document/certificate furnished is in a language other than Hindi or English, a transcript of the same duly attested by a Gazetted Officer or notary is to be submitted.
- छ) अधिकतम आयु सीमा, योग्यता और/या अनुभव के निर्धारण की तिथि ऑनलाइन आवेदन करने की निर्धारित अंतिम तिथि **12 अक्टूबर, 2018** होगी।
- g) The date for determining the upper age limit, qualifications and/or experience shall be the closing date prescribed for submission of online applications i.e. **12th October, 2018**.
- ज) किसी विषय/कार्यक्षेत्र में अनुभव की अवधि, जहाँ भी निर्धारित हो, की गणना उस पद के लिए निर्धारित न्यूनतम शैक्षिक योग्यता प्राप्त करने की तिथि के बाद की जाएगी।
- ह) The period of experience in a discipline / area of work, wherever prescribed shall be counted after the date of acquiring the minimum prescribed educational qualifications prescribed for that post.
- झ) भारत सरकार के निर्देशों में विहित पात्रता शर्तों को पूरा करने वाले विकलांग व्यक्तियों को आवेदन करने के लिए प्रोत्साहित किया जाता है।
- i) Persons with disabilities (PWD) fulfilling the eligibility conditions prescribed under GOI instructions are encouraged to apply.
- ट) मूल दस्तावेजों और आवेदन में दी गई किसी जानकारी में कोई विसंगति पाए जाने पर अभ्यर्थी ट्रेड टेस्ट/स्किल टेस्ट/लिखित परीक्षा में उपस्थित होने के लिए अयोग्य होगा।
- j) Any discrepancy found between the information given in application and as evident in original documents will make the candidate ineligible for appearing in trade test/skill test/written test.
- ठ) पात्रता, आवेदनों की स्वीकृति या अस्वीकृति, चयन प्रक्रिया, ट्रेड टेस्ट/स्किल टेस्ट/लिखित परीक्षा के संचालन से संबंधित सभी मामलों में सीमैप/सीएसआईआर का निर्णय अंतिम तथा अभ्यर्थियों पर बाध्यकारी होगा।
- k) The decision of the CIMAP/CSIR in all matters relating to eligibility, acceptance or rejection of applications, mode of selection, conduct of examination/Trade test/Skill test/written test will be final and binding on the candidates.
- ड) चयनित अभ्यर्थियों को संस्थान की आरएनडी की आवश्यकतानुसार समय समय पर सीमैप मुख्यालय, लखनऊ/इसके रिसर्च सेंटरों पंतनगर/बंगलुरु/हैदराबाद/पुरारा अथवा देश में किसी भी स्थान पर कार्य करने हेतु तैयार रहना होगा।
- l) The selected persons should be ready to serve at any of the offices/Research Centres of CSIR-CIMAP located at Lucknow, Bangalore, Hyderabad, Pantnagar, Purara (Distt. Bageshwar) or at any place of posting in India as per need of CSIR-CIMAP R&D activities.
- ढ) किसी भी रूप में पक्ष-प्रचार (सिफारिश) और/या कोई प्रभाव, राजनीतिक या अन्यथा, डालना पद के लिए अयोग्यता होगी।
- m) Canvassing in any form and/or bringing any influence, political or otherwise, will be treated as a disqualification for the post.
- ण) अनुभव के समर्थन में प्रमाण पत्र/दस्तावेज से अनुभव की अवधि तिथि/माह/वर्ष निर्धारित होनी चाहिए।
- n) Certificates/documents in support of experience must specify duration of experience in terms of date/month/year.
- प) प्रत्येक पद/श्रेणी के समक्ष दर्शायी गई रिक्तियां अनंतिम हैं और अंतिम चयन के समय यह कम या ज्यादा हो सकती हैं।
- o) The number of vacancies indicated against each category/post is provisional and may vary at the time of selection.
- फ) **किसी अंतरिम पूछताछ या पत्राचार का जवाब नहीं दिया जाएगा।**
- P NO INTERIM ENQUIRY OR CORRESPONDENCE WILL BE ENTERTAINED.**

3. छूट / Relaxations:

- क) जहाँ पद संबंधित श्रेणियों के लिए आरक्षित है वहाँ निर्धारित प्रारूप में निर्धारित प्राधिकारी द्वारा हस्ताक्षरित प्रमाण पत्र ट्रेड टेस्ट/लिखित परीक्षा के समय (प्रति आवेदन के साथ संलग्न करें) प्रस्तुत करने पर भारत सरकार के लागू आदेश के अनुसार ऊपरी आयु सीमा में अ.जा./अ.ज.जा. को 05 वर्ष तथा अन्य पिछड़ा वर्ग को 03 वर्ष की छूट दी जाएगी। अन्य पिछड़ा वर्ग के अभ्यर्थियों को भारत सरकार के अधीन पदों पर नियुक्ति हेतु जारी प्रमाण पत्र प्रस्तुत करना होगा।
- a) The upper age limit is relaxable upto 05 years for SC/ST and 03 years for OBC as per Government order in force, only in those cases where the post is reserved for respective categories, on production of relevant

certificate in the prescribed format signed by the specified authority at the time of trade test/skill test/written test (copy to be enclosed with the application). OBC candidates should produce the certificate valid for appointment to the posts under the Central Government.

- ख) सीएसआईआर प्रयोगशालाओं/संस्थानों, सरकारी विभागों, स्वायत्त निकायों तथा सार्वजनिक क्षेत्र उपक्रमों में कार्यरत नियमित कर्मचारियों को ऊपरी आयु सीमा में 05 वर्ष की छूट भारत सरकार/सीएसआईआर के नियमों के अनुसार प्रदान की जाएगी।
- b) Upper age limit is also relaxable upto five years for the regular employees working in CSIR laboratories/Institutes, Government departments, autonomous bodies and public sector undertakings as per Government of India/CSIR Rules.
- ग) भारत सरकार के प्रावधानों के अनुसार विधवाओं, तलाक़शुदा और पति से न्यायिक रूप से अलग हुई महिलाओं, जिन्होंने पुनर्विवाह नहीं किया है, के लिए ऊपरी आयु सीमा 35 वर्ष है (अ.जा./अ.ज.जा. के लिए 40 वर्ष तथा अ.पि.व. के सदस्यों के लिए 38 वर्ष, उनके लिए आरक्षित पदों के संबंध में) | इस उप-पैरा के तहत आयु सीमा में छूट का दावा करने वाली महिलाओं को निम्नलिखित दस्तावेज़ प्रस्तुत करने होंगे :-
- विधवाओं के मामले में, पति के मृत्यु प्रमाण पत्र के साथ यह शपथ पत्र कि उनके द्वारा तब से पुनर्विवाह नहीं किया गया है |
 - तलाक़शुदा महिला और पति से न्यायिक रूप से अलग हुई महिला के मामले में, तलाक़ या न्यायिक रूप से अलगव के तथ्य को साबित करने वाले उचित न्यायालय के निर्णय/डिक्री की प्रमाणित प्रति, जैसा भी मामला हो, इस शपथ पत्र के साथ कि उन्होंने तब से आज तक पुनर्विवाह नहीं किया है |
- c) As per GOI provisions, age relaxation for Widows, Divorced Women and Women Judicially Separated from their Husbands, who are not remarried, the upper age limit is relaxable up to the age of 35 years (upto 40 years for members of Scheduled Castes/Scheduled Tribes and upto 38 years for members belonging to the Other Backward Classes in respect of the posts reserved for them). The woman claiming age relaxation under this sub-para would be required to produce following documentary evidence:
- In case of Widow, Death Certificate of her husband together with the Affidavit that she has not remarried since.
 - In case of Divorced Women and Women Judicially Separated from their Husbands, a certified copy of the judgement/decree of the appropriate Court to prove the fact of divorce or the judicial separation, as the case may be, with an Affidavit in respect of Divorced Women that they have not remarried since.
- घ) निःशक्त जनों के लिए आयु सीमा में छूट भारत सरकार के समय-समय पर संशोधित आदेशों के अनुसार स्वीकार्य है | इस उप-पैरा के तहत आयु सीमा में छूट का दावा करने वाले व्यक्तियों को अपने दावों के समर्थन में सक्षम प्राधिकारी द्वारा जारी निर्धारित प्रपत्र में प्रमाण पत्र प्रस्तुत करना होगा जिसमें स्पष्ट रूप से दर्शाया गया हो कि उनकी शारीरिक अक्षमता 40% या अधिक है | किसी भी मामले में इन अभ्यर्थियों की नियुक्ति चयन द्वारा सीधी भर्ती से भरे जाने वाले प्रत्येक विशिष्ट पदों के लिए सरकार द्वारा निर्धारित शारीरिक स्वस्थता के मानदंडों के अनुसार शारीरिक रूप से स्वस्थ पाये जाने के अधीन होगी |
- d) Age relaxation to Persons with Disabilities (PWD) is permissible as per GOI orders issued from time to time. The persons claiming age relaxation under this sub-para would be required to produce a certificate in prescribed proforma in support of their claims clearly indicating that the degree of physical disability is 40% or more. In any case, the appointment of these candidates will be subject to their being found medically fit in accordance with the standards of medical fitness as prescribed by the Government for each individual posts to be filled by Direct Recruitment by Selection.
- ङ) दिनांक 01.01.1980 से 31.12.1989 तक जम्मू-कश्मीर राज्य में सामान्य रूप से निवासी रहे लोगों को संबंधित प्राधिकारी द्वारा जारी प्रासंगिक प्रमाण पत्र प्रस्तुत करने पर 05 वर्ष की छूट देय होगी |
- e) Relaxation of five years will also be permissible to those who had ordinarily been domiciled in the State of Jammu and Kashmir during the period from the 1st day of January, 1980 to 31st day of December, 1989 subject to production of relevant certificate from concerned authority.
- च) एक्स-सर्विसमेन को ऊपरी आयु सीमा में छूट नियमानुसार देय होगी।
- f) Relaxation of upper age limit for Ex-servicemen is admissible as per rules.
- छ) अ.जा./अ.ज.जा./अ.पि.व./निःशक्तजन अभ्यर्थियों को ट्रेड टेस्ट/स्किल टेस्ट/लिखित परीक्षा के समय निर्धारित प्रपत्र में निर्धारित प्राधिकारी द्वारा हस्ताक्षरित प्रमाण पत्र मूल रूप में प्रस्तुत करना होगा | अ.पि.व. के अभ्यर्थियों को भारत सरकार

के डीओपीटी के नवीनतम निर्देशों के अनुसार केन्द्र सरकार के अधीन पदों पर नियुक्ति हेतु वैध प्रमाण पत्र प्रस्तुत करना होगा।

- g) SC/ST/OBC/PWD Candidates are required to produce original certificate in the prescribed format signed by the specified authority at the time of trade test/skill test/written test. The OBC candidate should produce the certificate valid for appointment to post under the Central Government as per latest instructions issued by the DOPT (GOI).

4. आवेदन प्रक्रिया / How to Apply:

क) योग्य एवं इच्छुक अभ्यर्थी हमारी वेबसाइट <https://www.cimap.res.in> पर उपलब्ध फॉर्म को ऑनलाइन भरकर आवेदन कर सकते हैं।

a) Eligible and interested candidates are required to fill the application form ONLINE by accessing the website <https://www.cimap.res.in>.

ख) ऑनलाइन आवेदन प्रक्रिया के लिए कृपया ऊपर दी गयी वेबसाइट पर 'How to apply online', 'Fee Payment Procedure' और 'Application Form Replica' में दिये गए निर्देशों का सदर्थ लें।

b) For online application process please refer 'How to apply online' instructions, 'Fee Payment Procedure' and 'Application Form Replica' available on the above-mentioned website.

ग) आवेदन नीचे दिये गए चार चरणों में किया जाना है:-

c) The application is to be submitted in four distinct steps, as below:

1. रजिस्ट्रेशन/Registration (ऑनलाइन/online)

2. शुल्क भुगतान/Fee Submission (ऑनलाइन/online/ऑफलाइन/offline*)

3. आवेदन प्रस्तुतीकरण/Application Submission (ऑनलाइन/online)

4. सभी संगत प्रपत्रों के साथ ऑनलाइन आवेदन पत्र की प्रिंटआउट प्रति (हार्ड कॉपी) का प्रेषण(ऑफलाइन)/

Dispatch of Printout copy (Hard Copy) of online application along with all relevant documents (offline).

*ऑफलाइन शुल्क भुगतान करने वाले आवेदकों को ऑनलाइन रजिस्ट्रेशन करने के उपरान्त उत्पन्न चालान का प्रिंटआउट ले कर बैंक में फीस का भुगतान करना होगा।

*Offline-Candidate should take printout of challan generated online after completion of registration and deposit fee in the Bank.

घ) आवेदन करने के उपरोक्त वर्णित सभी चरणों की अन्तिम तिथि निम्नवत है:-

d) The datelines for the above-mentioned stages of application are as follows:

1. ऑनलाइन आवेदन का रजिस्ट्रेशन आरंभ करने की तिथि

4 सितम्बर, 2018; 10.00 Hrs. IST

1. Start date for Registration for Online Application:

4th September, 2018; 10.00 Hrs. IST

2. ऑनलाइन आवेदन के रजिस्ट्रेशन की अंतिम तिथि

3 अक्टूबर, 2018; 23:59 Hrs. IST

2. Last date for registration for Online application:

3rd October, 2018; 23:59 Hrs. IST

3. ऑनलाइन/ऑफलाइन शुल्क जमा करने की अंतिम तिथि

8 अक्टूबर, 2018; 16:00 Hrs. IST

3. Last date for Fee Submission Online/Offline:

8th October, 2018; 16:00 Hrs. IST

4. ऑनलाइन आवेदन सबमिट करने की अंतिम तिथि

12 अक्टूबर, 2018; 23:59 Hrs. IST

4. Last date for Submission of Online Application:

12th October, 2018; 23:59 Hrs. IST

5. सीमैप में सभी संगत प्रपत्रों के साथ आवेदन पत्र के प्रिंटआउट प्रति की प्राप्ति की अंतिम तिथि

26 अक्टूबर, 2018; 17:30 Hrs. IST

5. Last date for Receipt of printout copy of application alongwith all relevant documents at CIMAP:

26th October, 2018; 17:30 Hrs. IST

ड) आवेदकों को सीमैप वेबसाइट पर उपलब्ध 'Fee Payment Procedure' के अनुसार रु. 100/- के आवेदन शुल्क का भुगतान करना है। अ.जा./अ.ज.जा./महिला/नि:शक्तजन/विदेश में रह रहे भारतीय अभ्यर्थियों तथा सीएसआईआर के नियमित कर्मचारियों को आवेदन शुल्क भुगतान से छूट दी गयी है।

e) Candidates are required to pay application fee Rs.100/- only as per 'Fee Payment Procedure' available on the website. The candidates belonging to SC/ST/Women/PWD/Abroad candidates and regular employees of CSIR are exempted from payment of application fee.

च) ऑनलाइन आवेदन की प्रिंटआउट कॉपी, शैक्षिक योग्यता, जन्म तिथि, अनुभव प्रमाण पत्र, जाति प्रमाण पत्र (यदि कोई हो) की प्रमाण पत्रों की स्वप्रमाणित प्रतियाँ सहित **स्पीड पोस्ट/रजि0 पोस्ट** द्वारा "प्रशासन नियंत्रक, सीएसआईआर-केंद्रीय

औषधीय एवं सगंध पौधा संस्थान, पोस्ट ऑफिस-सीमैप, लखनऊ-226015" को दिनांक 26-10-2018 या उससे पहले प्राप्त हो जाने चाहिए |

- f) The Printout of the application, generated after online submission, duly accompanied by self-attested copies of the requisite certificates/mark sheets of date of birth, educational qualifications, experience, and community certificate, if any, addressed to the "Controller of Administration, CSIR-Central Institute of Medicinal and Aromatic Plants, Post Office-CIMAP, Lucknow-226015" should reach this office by **speed post/registered post on or before 26-10-2018**. Candidates applying for more than one post must submit separate application for each post indicating the Code No. of the post.
- छ) अभ्यर्थियों से अनुरोध है कि यदि विश्वविद्यालय/संस्थान सीजीपीए/एसजीपीए/ओजीपीए ग्रेड्स इत्यादि अवॉर्ड करता है, तो वे इसे अपने विश्वविद्यालय/संस्थान के फॉर्मूला के अनुसार प्रतिशत में रूपान्तरित करें |
- g) In case of Universities/Institutes awarding CGPA/SGPA/OGPA Grades etc., candidates are requested to convert the same into percentage based on the formula as per their University/Institute.
- ज) आवेदन पत्र के लिफाफे पर ऊपर की ओर "----- पद हेतु आवेदन (पोस्ट कोड, विज्ञापन संख्या)” लिखा हुआ हो |
- h) The envelope containing the application should be superscribed "Application for the post of (Post code Advt. No.)".
- झ) सरकारी कर्मचारियों के आवेदन तभी स्वीकार किए जाएंगे जबकि वे उचित माध्यम से नियोक्ता द्वारा इस आशय के प्रमाण-पत्र के साथ भेजे जाएं कि आवेदक का चयन होने की स्थिति में नियुक्ति प्रस्ताव प्राप्ति के एक माह के भीतर उसे कार्यमुक्त कर दिया जाएगा तथा जिसमें सतर्कता अनापत्ति का भी उल्लेख किया गया हो | यद्यपि आवेदन की अग्रिम प्रति अंतिम तिथि से पहले जमा करवाई जा सकती है | उचित माध्यम द्वारा किए गए आवेदन सीएसआईआर-सीमैप, लखनऊ में शीघ्रतिशीघ्र पहुँचाने चाहिए |
- i) Applications from employees of Government Departments will be considered only if forwarded through proper channel, certified by the employer that the applicant, if selected will be relieved within one month of the receipt of the appointment orders and in which vigilance clearance should also be recorded. However, advance copy of the application may be submitted before the closing date. Applications routed through proper channel should reach CSIR-CIMAP, Lucknow at the earliest.
- ञ) अभ्यर्थी विशेष रूप से ध्यान दें कि अंतिम तिथि के बाद प्राप्त आवेदन-पत्र चाहे वो किसी भी कारण (जैसे कि लिफाफे पर गलत पता, कहीं और पहुँचा या डाक में देरी इत्यादि) से हो, उन पर विचार नहीं किया जाएगा।
- j) Candidates should specifically note that the applications received after the closing date for any reason whatsoever (such as envelopes wrongly addressed, delivered elsewhere, postal delay etc.) will not be entertained.
- ट) अधूरे भरे आवेदन-पत्र (जैसे अहस्ताक्षरित, बिना फोटोग्राफ / एप्लिकेशन फी / दस्तावेजों की प्रति), पर विचार नहीं किया जाएगा और उनका अभ्यर्थन निरस्त कर दिया जाएगा।
- k) Incomplete applications (i.e. unsigned, without photograph and applicable testimonials etc.) will not be entertained and will be summarily rejected.

5. डाक से भेजे गए आवेदन (प्रिंटआउट कॉपी) के साथ निम्नलिखित दस्तावेज संलग्न होने चाहिए:

Following documents must be attached along with application form (print-out) sent by post:

- क) फॉर्म पर चिपका हुआ पूर्ण हस्ताक्षरित रंगीन फोटोग्राफ
- a) Coloured photograph pasted on the form and signed across in full.
- ख) जन्म तिथि प्रमाण पत्र की स्व-प्रमाणित फोटोकॉपी
- b) Self attested photocopy of Date of Birth Certificate.
- ग) शैक्षिक योग्यताओं की स्व-प्रमाणित फोटोकॉपी
- c) Self attested photocopies of educational qualification certificates.
- घ) जाति प्रमाण पत्र, निःशक्तजन प्रमाण पत्र (यदि कोई हो) की स्व-प्रमाणित फोटोकॉपी
- d) Self attested photocopy of caste certificate, PWD certificate, if applicable.
- ड) अनुभव प्रमाण पत्र की स्व-प्रमाणित फोटोकॉपी, यदि कोई हो |
- e) Self attested photocopies of experience certificates, if any.

प्रशासन नियंत्रक / Controller of Administration