



# BUREAU OF INDIAN STANDARDS

Department of Consumer Affairs

Ministry of Consumer Affairs, Food & Public Distribution, Govt of India.

Manak Bhavan, 9, Bahadur Shah Zafar Marg, New Delhi-110002



## Advertisement No. 02/2024/ ESTT (DEPUTATION)

Bureau of Indian Standards (BIS), statutory body under the administrative control of Govt. of India, Ministry of Consumer Affairs, Food & Public Distribution, Department of Consumer Affairs and engaged in the activities in the field of Standardization, Product and System Certification, Hallmarking of Gold/Silver Jewellery, Laboratory Testing etc., in the country, **INVITES** applications from the eligible serving employees of Central Govt./State Govt./Union Territory Govt./Statutory/Autonomous Body for filling up of the vacancies in the post of Section Officer on **Deputation Basis** as details given below:

Name of the post	Pay Level in the Pay Matrix	No. of vacancies	Places
Section Officer	Level-7	17	<b>Regional Offices/Labs</b> Kolkata - 03 Chennai - 02 Mumbai - 02 <b>Branch Offices/Labs</b> Patna - 01 Rajkot - 01 Coimbatore - 01 Jamshedpur - 01 Bhuvneshwar - 01 Bangalore - 01 Kochi - 01 Raipur - 01 Hubli - 01 Guwahati - 01
<b>I) Eligibility :</b> Persons holding analogous post on regular basis:  <b>OR</b> Candidates in the Level-6 in the pay matrix with 3 years' regular service.			
<b>II) Educational &amp; other qualifications required for the post:</b> Master of Business Administration (with Personnel/Finance specialization) of two years' duration from a recognized university/ All India Council for Technical Education approved institution;  Or  Post Graduate Degree/Post Graduate Diploma in Personnel Management/Human Resource Management/Finance of two years' duration from a recognized university/All India Council For Technical Education approved Institution.			
<b>III) PERIOD OF DEPUTATION:</b> For a period of two years' extendable for another one year at the discretion of BIS.			

2. The candidates, irrespective of any category, who fulfill the eligibility criteria required for the post, as detailed above, may send their applications **through proper channel** in the prescribed proforma, given in **Annexure I**, so as to reach to **Director (Establishment), Bureau of Indian Standards, Manak Bhavan, 9, Bahadur Shah Zafar Marg, New Delhi 110002** alongwith attested copies of certificates relating to age, caste/category, qualifications and experience within 45 days from the date of publication of this advertisement in the 'Employment News'/Rozgar Samachar. The application should be sent **only** by **Speed Post** in the envelope superscribing "**The application for the post of Section Officer on Deputation**".

3. The concerned authorities are requested to forward the applications of the **eligible** candidates alongwith their (i) APAR dossiers (attested copies) for the last five years; (ii) Vigilance Clearance Certificate; and (iii) Integrity Certificate duly signed by the appropriate authority.

4. The **Declaration** to be submitted by the candidate alongwith the certificate for the use of forwarding authorities, is given in **Annexure - II**.

5. The other terms and conditions for recruitment on deputation are as given below:

a. **Maximum Age Limit:**

56 years (On the closing date of the receipt of applications)

b. **Last date of receipt of applications –**

45 days from the release of advertisement in the Employment News / Rozgar Samachar

c. **Others:**

The general terms & conditions of deputation, shall apply.

d. Departmental candidates of BIS will not be eligible to apply for the post on deputation

e. BIS reserves right to increase or decrease the number of vacancies in any or all posts. BIS also reserves right to withhold or cancel the recruitment process at any time without assigning any reason. No correspondence shall be entertained in this regard.

f) **Place of posting :** BIS reserves right to modify the number of posts and place of posting. BIS also reserves right to transfer candidates across any of the BIS offices all over India as per organizational requirement.

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