



CSIR-INSTITUTE OF HIMALAYAN BIORESOURCE TECHNOLOGY
(Council of Scientific & Industrial Research)
PALAMPUR - 176 061 (H.P.)



Advertisement No. 2 /2020

Date of commencement of online applications	:	14.08.2021
Last Date of submission of online applications	:	13.09.2021
Last Date of receipt of hard copy of the application	:	27.09.2021

A unique opportunity for research careers in Science & Technology

The CSIR-Institute of Himalayan Bioresource Technology, Palampur is one of the National Institutes under the Council of Scientific & Industrial Research which is an autonomous body working under the Department of Scientific and Industrial Research, Ministry of Science & Technology, Government of India. It is spread over 226.1 acres of land with the backdrop of snow-covered peaks of Dhauladhar Range in salubrious climate. The Institute is engaged in research and technology development programmes with a mission to discover, develop and commercialize processes and products from Himalayan Bioresources using cutting edge science and technology. This Institute has successfully carried out mission-oriented projects on medicinal and aromatic plants, tea, temperate floriculture and is well equipped for Tissue culture and Biotechnology.

Online applications are invited from the eligible citizens of India as per CSIR Scientists Recruitment & Assessment Promotion Rules 2001 and CSIR Service Rules 1994, as amended from time to time, on the prescribed proforma which are available on the website of this Institute i.e. www.ihbt.res.in for the under mentioned Scientific and Technical Posts in CSIR-Institute of Himalayan Bioresource Technology, Palampur (H.P.).

A. Scientific Post(s) :

Designation	No. of Posts	Pay Matrix Level	*Total emoluments (Approx.)	** Upper Age Limit not exceeding (as on last date)
Scientist	10 posts [UR -2, PWD-01, SC-02, EWS – 01, OBC : 4] (including backlog : 2 posts)]	11	₹92,000/-	32 years

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

****Please see age relaxation under Relaxation column.**

Post Code Nos.	Pay Matrix Level	Name of Posts/ Pay Matrix Level / Age limit not exceeding.	Reservations	Educational qualifications and experience
SCT-2001 to SCT-2010	11	Scientist ₹67,700/- Age Limit : 32 years	10 posts [UR -2, PWD-01, SC -02, EWS - 01 OBC : 4] (including backlog : 2 posts)]	Ph.D. (Science) Submitted OR M. Pharm/MD (Ayurveda)/MVSc OR M.E./M.Tech.(Science/Engg.)

B. (Technical Posts):

Designation	No. of Posts	Pay Matrix Level	*Total emoluments (Approx.)	** Upper Age Limit not exceeding (as on last date)
Sr. Medical Officer(2)	07 posts [UR-3, PWD-01, EWS-01, OBC : 2]	11	₹1,08,000/- Including NPA	40 years
Technical Assistant		6	₹49,000/-	28 years

Post Code Nos.	Pay Matrix Level	Names and no. of Posts/ Pay Matrix Level and Age limit not exceeding.	Reservations	Educational qualifications and Experience
MO-2011 to TA-2017	Pay Matrix Level-11 & Pay Matrix Level-6	Sr. Medical Officer(2) Pay Matrix Level-11 Age Limit: 40 Years Technical Assistant Pay Matrix Level-6 Age Limit: 28 Years	(07) [UR-3, PWD/ Divyangjan-01, EWS-01, OBC : 2]	1. MBBS with 55% marks with 3 years of relevant experience. OR MBBS with MD or equivalent from a recognized medical college/university. 2. 1 st Class B.Sc. (Science) with one year full time professional qualification or one year experience in relevant discipline from a recognized Institute/ Organization.

Abbreviations: UR: Unreserved; SC: Scheduled Caste; OBC: Other Backward Class, EWS: Economically Weaker Section, PWD: Persons with Disabilities/Divyangjan.

Post wise information regarding, minimum qualifications, desirable qualifications, experience and job requirement in respect of Scientific posts 'A' is as under:-

Post Code: SCT-2001: Scientist in the area of Tea Chemistry (01-Post-UR)

Essential Qualifications: Ph.D. (submitted) in Science/Chemistry/Pharmaceutical Sciences with thesis in the area of product formulation and development in Tea.

Desirable Qualifications: Experience in the area of Tea Chemistry/Tea Processing/Tea-based product.

Post Code:SCT-2002: Scientist in the area of Traditional Knowledge (01 Post-reserved for SC) :

Essential Qualifications: M.Pharma/MD (Ayurveda) or Ph.D. (submitted) (Ayurveda/ Ayurvedic Pharma Sciences) from a recognized Institute or University and candidates should have permanent registration in State Board/Council of Ayurvedic and Unani Medicine.

Desirable Qualifications: Experience in medicinal plants based ayurvedic formulation.

Post Code: SCT-2003 : Scientist in the area of Phytochemistry (01 post-reserved for OBC)

Essential Qualifications: Ph.D. (submitted) in Phytochemistry/ Natural Product Chemistry/ Chemistry/Chemical Sciences/ Phytochemistry with thesis in the area of phytochemical characterization/value added product development/aromatics product diversification.

Desirable Qualifications: Experience in phytochemical characterization/value added product development.

Post Code:SCT-2004: Scientist in the area of Fungus/Mushroom (01 post-reserved for Divyangjan HH/OH)].

Essential Qualifications: Ph.D. (submitted) in Microbiology/ Plant Pathology/ Agriculture/ Life Science/ Biological Science with thesis in the area of characterization and cultivation of high value mushroom/bioprospecting fungus for value added product development.

Desirable Qualifications: Experience in cultivation of high value mushroom(s)/ fungus, their bioprospection and value added product development.

Post Code:SCT-2005 : Scientist in the area of Food Technology (01 post-reserved for OBC)

Essential Qualifications: Ph.D. (submitted) or M.E/M.Tech. in Food Science & Technology/ Food Technology/ Food Engineering & Technology/Food & Nutrition/Biological Science with thesis in the area of novel food product development/ functional foods/ dairy food products/ beverages.

Desirable Qualifications: Experience in formulation and processing of instant, ready to eat and fortified food products based on fruits/ vegetables/ cereals/ legumes/medicinal and aromatic plants/ functional foods/ dairy food products/ beverages.

Post Code: SCT-2006 : Scientist in the area of Plant Tissue Culture (01 post-UR)

Essential Qualifications: Ph.D. (submitted) in Plant Science/Life Science/Biological/Botany/Plant Biotechnology with thesis in the area of Plant Tissue Culture.

Desirable Qualifications: Experience in development of *in vitro* plant regeneration protocols with large scale micro-propagation of plants including hardening and field transfer.

Post Code : SCT-2007: Scientist in the area of Plantation & Farm Management (1 post-reserved for SC).

Essential Qualifications: Ph.D. (submitted) in Agriculture/ Agronomy/Horticulture/ Forestry/ Crop management.

Desirable Qualifications: Experience in plantation and farm management of the commercially important crops such as tea/ horticulture/ medicinal crops/ aromatic crops.

Post Code: SCT-2008: Scientist in the area of Material Chemistry (01 post-reserved for EWS)

Essential Qualifications: Ph.D. (submitted) or M.E/M.Tech. in Material Chemistry/Material Science/Chemical Science/ Chemical Engineering/ Material Engineering with thesis in the area of biomaterials and their value addition.

Desirable Qualifications: Experience in structures and properties of materials and biomaterials/ lignin/cellulose/ development of value added product for textile/ biopolymer/ biomedical applications/industrial application.

Post Code: SCT-2009: Scientist in the area of Scientific Communication (01 post-reserved for OBC) [backlog].

Essential Qualifications: M.E./ M.Tech./ M.Vet.Sci./ MD **OR** Ph.D.(submitted) in Science / Science and Technology Communication.

Desirable Qualifications:

- I. Degree/Diploma in Science Communication
- II. Exceptional Science writing and communication skills in both Hindi and English languages.
- III. Working experience in Scientific/academic/media organization in the field of Social/ Rural Development/ science communication Programme/activities.

Post Code: SCT-2010: Scientist in the area of Mass Communication (01 post-reserved for OBC) [backlog].

Essential Qualifications: M.E. /M.Tech. / M.Vet.Sci./ MD **OR** Ph.D. (submitted) in Journalism/ Mass Communication.

Desirable Qualifications:

- i) Degree/Diploma in Mass Communication/Journalism/Science Writing/Film Production.
- ii) Aptitude for original science writing for mass media. Proficiency in organization, writing and communication skills (Hindi and English).

Post wise information regarding, minimum qualifications, desirable qualifications, experience and job requirement in respect of Technical Posts 'B' is as under :-

Post Code : MO-2011 : Sr. Medical Officer(2) (01-Post- UR).

Minimum Qualifications and Experience: MBBS with 55% marks with 3 years of experience and registered with the Medical Council of India.

OR

MBBS with MD or equivalent and registered with the Medical Council of India

Desirable Qualifications: MD (Medicine) from a recognized University/Institute registered under MCI, with three years of clinical experience from a recognized Institute/Hospital.

Job Requirement: The incumbent shall attend general duty of Medical Officer in CSIR-IHBT, Dispensary for the purpose of medical facility to CSIR employees and pensioners and also manage other activities/facilities in the Dispensary. The incumbent is also required to attend the patients in emergency outside routine office hours for staff and their family members residing at CSIR-IHBT, campus as well as outside the colony as and when necessary and any other official work as and when assigned by the authorities.

Post Code : TA-2012: Technical Assistant in the area of Field/Plantation Crops (01-Post-reserved for EWS).

Minimum Qualifications and Experience: 1st Class B.Sc.in any branch of Agriculture/ Horticulture with one year full time professional qualification or one year experience in growing of field/plantation crops including layout of field experiments/trials, data observation and crop management from a recognized Institute/Organization.

Job Requirement : Assisting Scientist in the area of Field/Plantation Crops.

Post Code: TA-2013: Technical Assistant in the area of Biotechnology (01-Post-reserved for OBC).

Minimum Qualifications and Experience: 1st Class B.Sc.(Sci.) in Biotechnology with one year full time professional qualification or one year experience in the relevant discipline from a recognized Institute/Organization.

Desirable Qualifications: Working experience in Biotechnology/Molecular Biology/ Microbiology (Virology)/Biochemistry/Plant Molecular Biology/Plant Biotechnology.

Job Requirement : To assist in on-going R&D programs of Plant Molecular Biology/Plant Biotechnology.

Post Code: TA-2014 : Technical Assistant in the area of Computer Science/IT (Software Designing) (01-Post-reserved for Divyangjan (HH/OH)).

Minimum Qualifications and Experience: 1st Class Diploma in Engineering/Technology of at least 3 years full time duration or at least 2 years full time duration in case of lateral admission in Diploma courses or its equivalent with experience of 02 years in IT environment providing IT enabled applications/programming including database management knowledge & skills.

Desirable Qualifications:

Working knowledge of web development technologies (Both frontend and backend) like HTML/CSS, Java Script, CMS(Word Press, Joomla, Drupal etc.), PHP, Java, NET, publishing web site, Testing/Debugging, SEO, experience of Database Design in MySQL, SQL Server etc.

Job Requirement : To carry out IT/website management/software and web designer/Server and Databases/Institute related work.

Post Code: TA-2015 : Technical Assistant in the area of Business Development (01-Post-UR).

Minimum Qualifications and Experience: 1st Class B.Sc. in Biology/Agriculture/Agriculture economics/Agri-business management with one year full time professional qualification or one year experience in relevant discipline from a recognized Institute/Organization.

Desirable Qualifications: Working experience in the area of Agri-business management/Technology Management/Technology transfer etc.

Job Requirement: Assisting in collection of Lab's R&D information and innovations for useful Technologies for commercial purposes.

Post Code : TA-2016 : Technical Assistant in the area of Plant Science (01-Post-reserved for OBC).

Minimum Qualifications and Experience: 1st Class B.Sc. in Botany with one year full time professional qualification or one year experience in relevant discipline from a recognized Institute/Organization.

Job Requirement: To assist Scientists in the research area of plant sciences, handling of various instruments and other lab/field work.

Post Code : TA-2017 : Technical Assistant in the area of Food Science/Food Technology /Food Processing (01-Post-UR).

Minimum Qualifications and Experience: 1st Class B.Sc. in Food Science/Food Technology /Food Science & Technology/Food Processing Technology with one year full time professional qualification or one-year experience in the relevant discipline from a recognized Institute/Organization **OR** 1st class Diploma in Engg./Tech. of 3 years full time duration in Food Science/Food Technology/Food Science & Technology/Food Processing Technology or at least 2 years full time duration in case of lateral admission in Diploma courses or its equivalent with experience of 2 years in relevant area/field.

Desirable Qualifications: Working experience in mass production of food processing in R&D Institution/Commercial Concern.

Job Requirement : Development of novel food prototypes/dietary supplements/nutraceuticals/processed food products.

General information and conditions:

1. Benefits under Council Service:

- a. These posts carry usual allowances i.e., Dearness Allowance (DA), House Rent Allowance(HRA),Transport Allowance (TA) etc. as admissible to the Central Government employees and as made applicable to CSIR. Council employees are also eligible for accommodation of their entitled type as per CSIR (Residence Allotment) Rules,1997 depending on availability in this case HRA will not be admissible.
- b. In addition to the emoluments indicated against each category of posts, benefits such as applicability of New Pension Scheme, 2004, reimbursement of Medical Expenses, Leave Travel Concession, personal computer advance and House Building Advance are available as per rules of CSIR.
- c. Scientists in CSIR are also permitted to undertake consultancy and sponsored R&D project activity. These activities give them scope to earn consultancy fee and honorarium as per guidelines governing these activities. Opportunities also arise for foreign deputations for training/presentation of papers/specific assignments etc.
- d. CSIR provides excellent opportunities to deserving candidates for career advancement under Assessment Promotion Scheme for Scientists and revised MANAS for Technical Staff.
- e. Deserving candidates may be considered for advance increment as per CSIR Rules.
- f. The appointees are can be posted at our CeHAB,Tandi Keylong (Lahaul & Spiti) Himachal Pradesh as and when need arises.

2. Other conditions:

- a. The applicant must be a citizen of India.
- b. All applicants must fulfill the essential requirements of the post and other conditions stipulated in the advertisement as on the last date of receipt of the applications. They are advised to satisfy themselves before applying that they possess at least the essential qualifications laid down for various posts as on the last date of receipt of the applications. No enquiry asking for advice as to eligibility will be entertained.

The prescribed essential qualifications are the minimum and the mere possession of the same does not entitle candidates to be called for interview. The duly constituted Screening Committee will adopt its own criteria for short-listing the candidates. The candidate should therefore, mention in the application all the qualifications and experiences in the relevant area over and above the minimum prescribed qualification, supported with documents. Completion of

Ph.D. degree will be reckoned from the date of issue of provisional certificate/notification.

The candidates applying for the post of Scientist with the qualifications of Ph.D. (submitted), he/she is advised to enclosed authentic proof for submission of his/her thesis from the respective Competent Authorities of University/Institute, failing which his/her candidature for the same post shall be rejected.

- c. In respect of equivalent clause in Essential Qualifications, if a candidate is claiming a particular qualification as equivalent qualification as per the requirement of advertisement, then the candidate is required to produce order/letter in this regard, indicating the Authority (with number and date) under which it has been so treated otherwise the application is liable to be rejected.
- d. The period of experience rendered by a candidate on part time basis, daily wages, visiting/ guest faculty will not be counted while calculating the valid experience for short listing the candidates to be called for interview.
- e. If any document/ certificate furnished are in a language other than Hindi or English, a transcript of the same duly attested by a Gazetted Officer or notary is to be submitted.
- f. The date for determining the upper age limit, qualifications and /or experience shall be the closing date prescribed for receipt of applications.
- g. The period of experience in a discipline / area of work, wherever prescribed, shall be counted after the date of acquiring the minimum prescribed educational qualifications prescribed for that particular level.
- h. Persons with disabilities (PWD)/Divyangjan fulfilling the eligibility conditions prescribed under GOI instructions are encouraged to apply.
- i. Reservations for Economically Weaker Sections (EWS) is applicable as per GOI Instructions.
- j. In case a candidate is staying abroad, his/her candidature may be considered *in absentia*, *video conference/skype* by the Committee on his/her written request depending upon the then circumstances.
- k. Only outstation candidates called and found eligible for interview will be paid to and fro single second class rail fare (Ordinary) from the actual place of undertaking the journey or from the normal place of their residence whichever is nearer from the Railway Station to venue of interview, on production of Rail Tickets / Rail Ticket Numbers or any other proof of journey.
- l. Any discrepancy found between the information given in application and as evident in original documents will make the candidate ineligible for appearing in interview. Such candidate will not be paid any fare.

- m. The decision of the Director, CSIR-IHBT, Palampur in all matters relating to eligibility, acceptance or rejection of applications, mode of selection, conduct of examination/interview will be final and binding on all the candidates.
- n. Canvassing in any form and / or bringing any influence political or otherwise will be treated as a disqualification for the post.
- o. The Director, CSIR–IHBT reserve the right to cancel the advertisement without assigning any reason thereof.
- p. Notifications regarding Screening result, dates for personal interview names of the selected candidate(S) shall be displayed on Institute website. www.ihbt.res.in
- q. Due weightage will be given to the candidates involved in Product Development/Technology Innovation /Applied Technology/Translation Research etc.
- r. Applications from Employees of Govt. Departments/Autonomous Bodies/PSUs will only be considered, if forwarded through proper channel alongwith vigilance clearance certificate and certified by their employers that the applicant will be relieved within one month of the receipt of the appointment orders, if selected. However, advance copy of the application may be submitted before the closing date.
- s. The selection of candidates for the posts of scientific posts and Medical Officer **(Post Code Nos. SCT-2001 to MO-2011)** will be based on the performance of the candidates in the interview.
- t. The selection of candidates for the posts of Technical Assistants **(Post Code Nos. TA-2012 to TA-2017)** will be based on the merit of the written competitive examination.

For these posts, there will be three papers (Paper-I, Paper-II & Paper-III). Paper-II & III will be evaluated only for those candidates who secure the minimum threshold marks (to be determined by the Selection Committee) in Paper-I. The Final merit list will be prepared only on the basis of the marks obtained by the candidates in Paper-II & Paper-III.

Mode of Examination for the posts of Technical Assistant (Post Code Nos.:TA- 2012 to TA-2017) :

Mode of Examination	OMR Based or Computer Based 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).
Total No. of Questions	200
Total Time Allotted	3 hours

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)	There will be no negative marks in this paper.

**Mental ability Test will be so devised so as to include General Intelligence, Quantitative Aptitude, Reasoning, Problem Solving, Situational Judgment, 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

NO INTERIM ENQUIRY OR CORRESPONDANCE WILL BE ENTERTAINED.

3. Relaxations :

- a. The upper age limit is relaxable upto 05 years for SC/ST and 03 years for OBC as per Government orders in force only in those cases where the post are reserved for respective categories, on production of relevant certificate in the prescribed format signed by the specified authority at the time of interview.
- b. Upper age limit is also relaxable upto five years for the regular employees working in CSIR Laboratories / Institutes, Government Departments, Autonomous Bodies and Public Sector Undertakings.
- c. As per GOI provisions, age relaxation for Widows, Divorced Women and Women Judicially separated from Husbands, 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) for Widows, divorced Women and Women Judicially separated from their Husbands who are not remarried. The persons claiming age relaxation under this sub-para would be required to produce following documentary evidence:
 - i) In case of Widow, Death Certificate of her husband together with the Affidavit that she has not remarried since.
 - ii) In case of divorced Women and Women judicially separated from their husbands, a certified copy of the judgment /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 and they have not remarried since.
- d. Age relaxation to Physically Handicapped (PH) persons: Age relaxation of 10 years is allowed (total 15 years for SCs/STs and 13 years for OBCs in respect of the posts reserved for them) to blind, deaf-mute and orthopedically handicapped persons for appointment to Group 'A' posts/services. The persons claiming age relaxation under this sub-para would be required to produce a certificate in prescribed proforma in support of their claims clearly indicating that the degree of physical disability is 40% or more. In any case, the appointment of these candidates will be subject to their being found medically fit in accordance with the standards of medical fitness as prescribed by the Government for each individual Group 'A' posts to be filled by Direct Recruitment by Selection.
- e. Relaxation in age, over and above the stipulated limit, educational qualification and / or experience may be considered in case of exceptionally meritorious candidates or if sufficient number of candidates possessing the requisite qualification and/ or experience is not available to fill up the posts.
- f. Relaxation of five years will also be permissible to those who had ordinarily been domiciled in the Kashmir division of the state of Jammu and Kashmir during the period from 1-1-1980 to 31-12-1989 subject to production of relevant certificate from concerned authority.

4. How to apply :

- a. Eligible candidates are required to apply online only through our website www.ihbt.res.in.
- b. If the candidate does not have a valid e.mail ID, he/she should create a new valid e mail ID before applying online.
- c. Online Application will be available on our website www.ihbt.res.in during **14.08.2021 to 13.09.2021 upto 11:59 P.M.**
- d. Before applying online, the candidates are advised to read the instructions for online application carefully.
- e. **Last date for online submission of application is 13.09.2021 upto 11:59 P.M.**
- f. In case of Universities/Institutes awarding CGPA/SGPA/OGPA grades etc., the candidates are requested to convert the same into percentage based on the formula as per their University/Institute rules.
- g. Successful online application is indicated by the page displayed after clicking submit button indicating the generated “**APPLICATION FORM NUMBER**”. Please note down the same carefully and preserve it. If you do not preserve it, you will not be able to Re-print the Application.
- h. Candidates applying for more than one post must submit separate online application form for each post along with separate application fee.
- i. Application once made will not be allowed to be withdrawn and fee once paid will not be refunded on any count nor can it be held in reserve for any other recruitment or selection process.
- j. Interested candidates are advised to apply in time to avoid last minute rush and it is notified that last date will not be extended on the grounds of online technical issues /problems.
- k. Incomplete applications (i.e. without uploading photographs/signature/application fee (wherever applicable)/application testimonials etc.) will not be entertained and will be summarily rejected.
- l. No withdrawal/modification/cancellation will be permissible after successful submission of the online application form.
- m. After submission of application through online mode, it is mandatory to all the candidates to get its print and send the same alongwith attested copies of the relevant educational qualifications, experience and testimonials etc. by post/by hand **to the Director, CSIR-Institute of Himalayan Bioresource Technology, Palampur, Distt.: Kangra (H.P.)- 176 061 immediately and should reach in this office on or before 27.09. 2021 at 5:00 P.M.** The online applications of the candidates will not be considered, if he/she failed to submit its print (hard copy) alongwith requisite documents with in the stipulated date and time to the address as mentioned above.

5. Instruction For Payment Of Application Fee:

- a. The candidates belonging to SC/ST/PWD/Women/CSIR Employees/Abroad Candidates are exempted from payment of application fee, subject to the production of documentary proof thereof.
- b. The non-refundable fee for online application of Rs.100/- (Rupees one hundred only) for General /EWS/OBC candidates. They have to deposit their application fee of Rs. 100.00 (Rupees one hundred only) **for each post**

separately, through NEFT/RTGS in favour of the Director, CSIR-IHBT, Palampur. Account details of this Institute are as under:

Beneficiary Name: Director-IHBT

Beneficiary Account No.: 30268795419

IFSC Code: SBIN0003632

Branch Name: SBI-HAPU, Palampur

- c. The candidates are advised to download the e-receipt/s and preserve it with them as proof. Also, they will have to fill the transaction details in their online applications. Further, the copy e-receipt/s/are to be attached along with the hard copy of online application/s to be sent to *“The Director, CSIR-Institute of Himalayan Bioresource Technology, Post Box No-6, Palampur, District-Kangra (H.P.), Pin-176061”*.

6. Documents must be uploaded in the following order (PDF file) failing which the application will be rejected:

- a) Date of Birth Certificate.
- b) Educational qualifications certificates [10th,12th/Diploma, Graduation, Post Graduation, Ph.D.(as applicable) including conversion formula from CGPA to percentage].
- c) (i) Experience certificates, if any.
(ii) Proper channel application/NOC from the present employer, in case of working in Government Departments/Autonomous Bodies and Public Sector Undertakings.
(iii) Patent/publications documents in support of information given in the application form.
- d) (i) Caste Certificate, if applicable/if any relaxation is claimed.
(ii) Certificate relating to PWD (Divyangjan)/EWS, if applicable.
(iii) Certificate relating to Widow/Divorced Woman/Woman Judicially Separated from Husband (if applicable) OR those who had ordinarily been domiciled in the Kashmir division of the State of Jammu and Kashmir during the period from 01.01.1980 to 31.12.1989, if applicable.
- e) Any other relevant documents.

Note: In case of discrepancies between the English version of this Advertisement and its Hindi translation, the English version shall prevail.

Controller of Administration