



# भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान भोपाल

## Indian Institute of Science Education and Research Bhopal

भोपाल बायपास रोड, भौरी, भोपाल /Bhopal Bypass Road, Bhauri, Bhopal, M.P.-462066

Advt. No.: NT-02/2024

Date: 18.10.2024

### [Limited Departmental Examination Quota for Internal Candidates only]

Applications invited from the eligible regular employees of the Institute for promotion through the Limited Departmental Examination (LDE) Quota for the following positions:

S. N.	Name of the post(s)	Pay Level	Group	No. of Vacancies				PwBD#
				SC	ST	UR	Total	
1.	Deputy Registrar	12	A	-	-	1	1	1-PwBD [Sub-categories: a]
2.	Executive Engineer (Civil/Electrical)	11	A	-	-	1	1	
3.	Assistant Registrar	10	A	-	-	2	2	
4.	Senior Superintendent	7	B	-	-	5	5	1-PwBD [Sub-categories: a]
5.	Sr. Technical Assistant	7	B	-	-	1	1	
6.	Superintendent	6	B	-	-	4	4	
7.	Technical Assistant	6	B	-	-	3	3	1-PwBD [Sub-categories: a]
8.	Office Assistant (MS)	5	C	-	-	2	2	
9.	Jr. Technical Assistant	5	C	1	-	6	7	
10.	Jr. Office Assistant (MS)	4	C	-	-	1	1	
	<b>Total:</b>			<b>1</b>		<b>26</b>	<b>27</b>	

# The candidate of PwBD will be considered as per the rules. However, preference will be given to PwBD candidates falling under SC/ST/UR categories.

The details of qualifications, experience, (**Part-A**) General Term & Conditions (**Part-B**) etc. shall be as per RCPP 2023 of IISER Bhopal. For further details please visit the Institute's website (Recruitment portal) [http://iiserb.ac.in/join\\_iiserb](http://iiserb.ac.in/join_iiserb).

Hardcopy of the application along with all required documents regarding Educational Qualifications, Experience etc. must reach the Recruitment Cell of the Institute on or before **18.11.2024, by 05:00 pm.**

#### **Note:**

Any corrigendum/changes/updates shall be made available only on the Institute's website (Recruitment portal) [http://iiserb.ac.in/join\\_iiserb](http://iiserb.ac.in/join_iiserb). The candidates are advised to check the website on a regular basis for updates, if any

Date: **18.10.2024**

Bhopal

**REGISTRAR (I/c)**

**Eligibility Criteria as on 11.11.2024 for promotion under LDE - 2024 as per RCPP 2023 of IISER Bhopal**

The essential qualifications and experience for the post(s) are as follows:

<b>1. Deputy Registrar</b>	
No. of Vacancy	UR-01
Pay Level	Pay Level-12 (as per 7 <sup>th</sup> CPC)
Qualification	Master's degree with at least 55% marks or an equivalent grade in a point scale.
Experience	Assistant Registrar with regular service of 10 years with 5 years' experience in the pay level- 11
<b>2. Executive Engineer (Civil/Electrical)</b>	
No. of Vacancy	UR-01
Pay Level	Pay Level-11 (as per 7 <sup>th</sup> CPC)
Qualification	First-class Bachelor's degree in Civil / Electrical Engineering from a recognized University / Institute.
Experience	5 years of experience as Assistant Executive Engineer in Pay Level 10 or above.
<b>3. Assistant Registrar</b>	
No. of Vacancy	UR-02
Pay Level	Pay Level-10 (as per 7 <sup>th</sup> CPC)
Qualification	Master's degree
Experience	5 years of experience in Pay Level- 7 or 7 years of experience in Pay Level-6 or 9 years of experience in Pay Level-5.
<b>4. Senior Superintendent</b>	
No. of Vacancy	UR-05
Pay Level	Pay Level-7 (as per 7 <sup>th</sup> CPC)
Qualification	Master's Degree in any discipline with at least 50% marks or its equivalent grade.
Experience	5 years of experience in Pay Level-6 or above.
<b>5. Sr. Technical Assistant</b>	
No. of Vacancy	UR-01
Pay Level	Pay Level-7 (as per 7 <sup>th</sup> CPC)
Qualification	B. Tech / B.E. or M.C.A. / M. Tech. / M.Sc. (CS or IT) with first class or equivalent grade  <b>OR</b>  Master's Degree in Science with at least 55% marks or its equivalent grade, in relevant discipline.
Experience	5 years in Pay Level-6.

<b>6. Superintendent</b>	
No. of Vacancy	UR-04
Pay Level	Pay Level-6 (as per 7 <sup>th</sup> CPC)
Qualification	Master's Degree 50% in any discipline from a recognized University / Institute with excellent academic record. <b>Or</b> First class bachelor's degree or its equivalent from a recognized university or Institute in any discipline
Experience	6 years of experience in Pay Level-5 and above.
<b>7. Technical Assistant</b>	
No. of Vacancy	UR-03
Pay Level	Pay Level-6 (as per 7 <sup>th</sup> CPC)
Qualification	B.E. / B.Tech. / MCA with first class or M.Sc. / BS-MS with at least 55% marks in appropriate field.
Experience	6 years of relevant experience in Pay Level-5.
<b>8. Office Assistant (MS)</b>	
No. of Vacancy	UR-02
Pay Level	Pay Level-5 (as per 7 <sup>th</sup> CPC)
Qualification	Bachelor's Degree with at least 55% marks in any discipline with excellent computer proficiency in Office Applications like Word, Excel, Power Point etc.
Experience	5 years of experience in Pay Level-4 or above.
<b>9. Jr. Technical Assistant</b>	
No. of Vacancy	UR-06 & SC-01
Pay Level	Pay Level-5 (as per 7 <sup>th</sup> CPC)
Qualification	Bachelor's Degree in Science / Technology / Engineering in relevant field with at least 55% marks.
Experience	5 years of relevant experience in Pay Level-4 or above.
<b>10. Jr. Office Assistant (MS)</b>	
No. of Vacancy	UR-01
Pay Level	Pay Level-4 (as per 7 <sup>th</sup> CPC)
Qualification	Bachelor's Degree with 50% in any discipline with excellent computer proficiency in Office Applications like Word, Excel, Power Point etc.
Experience	5 years of experience in Pay Level 3 or above.

**General Terms & Conditions**

1. The selection in above posts as advertised will be made as per the provisions mentioned in the 'Recruitment and Career Progression Policy (RCP) for Non-Faculty' of IISER Bhopal uploaded in the Institute's website and relevant government rules.

**2. PROMOTION POLICY:**

- a. Quota earmarked for Departmental Categories: All the positions earmarked for promotion for regular employees of the Institute shall be as per the ratio mentioned in Part-A of RCP 2023, as per MoE vide letter No. F. No. 51-10/2017-TS.VII dated 03.11.2023 and No. 51-10/2017-TS.VII dated 20.06.2024
- b. The post unfilled under limited departmental quota shall be filled up through open market on deputation/short-term contract for the period till the eligibility of the feeder cadre for promotion.
- c. There shall be no probation in case of promotion from one Level to another level in the same group.
- d. The service rendered in the Institute shall be counted as qualifying service for the purpose of promotion.
- e. The DPC shall adopt selection through LDE for the promotion of Group B and C employees and Non-Selection for the Promotion of Group A employees.
- f. The minimum qualification marks in the written/skill test in the case of LDE will be 40% and the average benchmark grading in APARs for promotion will be "Very Good".
- g. Once the employee qualifies for the LDE, the score shall remain valid for three recruitment cycles. However, the employee may reappear for the LDE, if they so desire.
- h. Any employee who does not qualify in the written test or found unfit by the DPC for promotion as the case may be, will be eligible for reconsideration after one year.
- i. Normally DPC shall meet twice in a year, subject to the occurrence of eligible cases for promotion vacancy. However, DPC may not be restricted to meet twice in a year, in case the need arises.
- j. The Function and composition as well as other guidelines for DPC which are not covered under this policy will be as per the DoPT orders issued from the time to time.
- k. The fixation of pay on grant of promotion will be as per GOI norms issued from time to time.

3. Candidates not fulfilling any of the criteria as mentioned above will not be considered for promotion and their application will be summarily rejected.

4. A separate application form shall be filled if a candidate is applying for more than one post.

5. The process of selection may include a written test/ skill test/ trade test and interview.

**Indicative Syllabus for all Group A, B & C positions:**

**a) General Intelligence & Reasoning:** It would include questions of both verbal and non-verbal type. This component may include questions on analogies, similarities and differences, space visualization, spatial orientation, problem solving, analysis, judgement, decision making, visual memory, discrimination, observation, relationship concepts, arithmetical reasoning and figural classification, arithmetic number series, non-verbal series, coding and

decoding, statement conclusion, syllogistic reasoning, etc. the topics are, Semantic Analogy, Symbolic/Number Analogy, Figural Analogy, Semantic Classification, Symbolic/Number Classification, Figural Classification, Semantic Series, Number Series, Figural Series, Problem Solving, Word Building, coding & decoding, Numerical Operations, symbolic Operations, Trends, Space Orientation, Space Visualization, Venn Diagrams, Drawing inferences, Punched hole/pattern-folding & unfolding, Figural Pattern – folding and completion, indexing, Address matching, Date & city matching, Classification of centre codes/roll numbers, Small & Capital letters/numbers coding, decoding and classification, Embedded Figures, Critical thing, Emotional Intelligence, Social Intelligence, Other sub-topics, if any.

**b) General Awareness:** Questions in this component will be aimed at testing the candidate's general awareness of the environment around him and its application to society. Questions will also be designed to test knowledge of current events and of such matters of everyday observations and experience in their scientific aspect as may be expected of any educated person. The test will also include questions relating to India and its neighbouring countries especially pertaining History, Culture, Geography, Economic Scene, General Policy & Scientific Research.

**c) Quantitative Aptitude:** The questions will be designed to test the ability of appropriate use of numbers and number sense of the candidate. The scope of the test will be computation of whole numbers, decimals, fractions and relationships between numbers, Percentage. Ration & Proportion, Square roots, Averages, Interest, Profit and Loss, Discount, Partnership Business, Mixture and Allegation, Time and distance, Time & Work, Basic algebraic identities of School Algebra & Elementary surds, Graphs of Linear Equations, Triangle and its various kinds of centres, Congruence and similarity of triangles, Circle and its chords, tangents, angles subtended by chords of a circle common tangents to two or more circles, Triangle, Quadrilaterals, Regular Polygons, Circle, Right Prism, Right Circular Cone, Right Circular Cylinder, Sphere, Hemispheres, Rectangular Parallelepiped, Regular Right Pyramid with triangular or square base, Trigonometric ratios, Degree and Radian Measures, Standard Identities, Complementary angles, Heights and Distances, Histogram, Frequency, Polygon, Bar diagram & Pie chart.

d) Government of India Rules and Institute's Act / Statutes / Rules.

e) Domain area / trade related subjects as per the area of expertise required.

f) The medium of examination for Screening Test shall be **English only**. However, in order to test the knowledge of candidate in Hindi, suitable provisions will be made for translation of given texts from Hindi to English and vice-versa. The candidates should answer the questions asked in the respective language only. Example: If the question is devised in English, the answer should be in English only. In the similar fashion, if the question is devised in Hindi, the answer should be in Hindi only.

**6.** Candidates must determine their experience as on the cut-off date will be **11.11.2024**.

**7.** IISER Bhopal through its Competent Authority reserves the right to Amend / Cancel / Withdraw/add/delete any content of the above advertisement.

**8.** In case of any dispute or ambiguity that may occur in the selection process, the decision of the Director, IISER Bhopal, shall be final.

9. Duly filled and signed application with all necessary attachments must be sealed in an envelope and it should reach the Recruitment Cell through by hand on or before **18.11.2024, by 05:00 pm**. The Sealed envelope is to be addressed to the Assistant Registrar (Recruitment Cell), First floor, Administrative block, IISER Bhopal-462066.

Date: **18.10.2024**  
Bhopal

**REGISTRAR (I/c)**