



MSME TECHNOLOGY CENTRE

ELECTRONICS SERVICE & TRAINING CENTRE, RAMNAGAR
(A Govt. of India Society and Autonomous Body under Ministry of MSME)



Recruitment Notice

Electronics Service & Training Centre is a Government of India Society and is functioning as an Autonomous Body under Ministry of Micro, Small & Medium Enterprises. The main objective of the Institute is to provide training, service & consultancy in the field of IT, Electronics & Allied areas. Applications are invited for the following posts to be filled up on contract basis for a period of 5 years initially with further extension based on the review of performance.

Sl. No	Name of the post	Revised pay scale (Rs.)	Max. age in years As on 27.02.2021	Gen	SC	ST	OBC	EWS	Total
1.	Scientific Officer	56100-177500 Level - 10	30 years	01	-	-	01	-	Mechanical -01 Electrx. Engg. & IT -01
2.	Store Officer	56100-177500 Level -10	35 years	01	-	-	-	-	01
3.	Accounts Officer	44900-142400 Level - 7	40 years	01	-	-	-	-	01
4.	Jr. Scientific Officer	35400-112400 Level - 6	30 years	04	-	-	-	-	Mechanical-01 Electrx. Engg. & IT -03
5.	Laboratory Supervisor	25500-81100 Level - 4	25 years	01	-	-	-	-	Electrx. Engg. & IT - 01

*Age-Limit: Relaxable up to 5 yrs. for SC/ST/Internal candidate and 3 years for OBC candidate. Reservation in post for PH candidates as per Govt. Rules.

QUALIFICATION & EXPERIENCE:

SL. NO. 1 SCIENTIFIC OFFICER:

Essential: (i) Mech. Engg.- A degree in Mech. Engg./Technology or equivalent from a recognized Institute with two years relevant experience at supervisory level. **(ii) Electrx Engg. & IT** – A degree in Electronics/Communication/Electrical (with specialization in Electronics)/Computer Science/Computer Engg./Computer Applications or equivalent from a recognized University/Institute with two years relevant experience at supervisory level.

Desirable: Specific experience in the following field corresponding to the discipline and job requirements of the posts will be preferred.

1. PCB Design/Manufacturing/Assembly or 2. Production and assembly of electronics equipment's; or 3. Testing, quality control & reliability in the field of Electronics; or 4. Service Techniques for colour TV/VCR/Electx. Equipment's and Machines; or 5. Wound Component Design, Manufacturing experience in the field of Electronics or 6. Tool Engineering/Sheet Metal/CNC Machine operation computer aided mechanical design; or 7. Chemical processing/etching etc. or 8. General maintenance repair & Servicing or 9. Computer Hardware/application and software development (Experience releasable for candidates with higher qualifications by competent authority).

SL. NO.2 STORE OFFICER:

Qualification – Degree in any Discipline or equivalent from a recognized University/Institute with Diploma in materials management from a recognized/reputed Institute with 5 years' experience of handling Stores and Purchase in a reputed organization/Institute.

SL. No. 3. ACCOUNTS OFFICER:

Qualification: Essential: - A degree in Commerce or equivalent from a recognized University/Institute with 10 years' experience in General Accounts, Costing, Auditing & Taxation jobs in Govt./Semi Govt./reputed Organization.

Desirable: Qualified as Chartered Accountant will be preferred along with above qualification.

SL. NO. 4 JUNIOR SCIENTIFIC OFFICER:

Qualification: Essential:- (i) Mech Engg. – A degree in Mech. Engg./Technology or equivalent from a recognized Institute or three years Diploma in Mech. Engg./Technology or equivalent with 5 years' experience in technical field in a reputed firm/Organization. **(ii) Electx. Engineering & IT** – A degree in Electronics/Communication/Electrical Engineering (with specialization in Electronics)/Computer Science/Computer Engineering/Computer Applications or equivalent from a recognized University/Institute or three years diploma in Electx./Communication/Electrical (with specialization in Electronics)/Computer Science/Computer Application or equivalent with 5 years' experience in technical field in a reputed firm/organization.

Desirable: Specific experience in the following field corresponding to the discipline and job requirement of the posts will be preferable: 1. PCB Design/Manufacturing/Assembly; or 2. Production of Electronics Equipment & Assembly of Components; or 3. Testing quality control and reliability in the field of Electronics; or 4. Service Techniques of T.V/V.C.R./Audio & other Electronics Instruments/Equipment etc. or 5. Sheet Metal / Tool Engineering; or 6. Chemical Processing / Etching etc; or 7. Wound Component in the field of Electronics; or 8. General Maintenance/repair and servicing; or 9. Exposure in Computer Application/Operation (Hardware/Software)

SL. NO. 5 LABORATORY SUPERVISOR:

Qualification: Essential:- Electx. & IT . – A three years Diploma in Electronics/Communication/Electrical (with specialization in Electx./Computer Science/Computer Engg./Computer Applications or equivalent from a recognized University/ Institute with at least one year experience in the relevant field (experience relaxable by competent authority in case of candidates with higher qualifications)

Desirable: Specific exposure in the following field will be preferred: 1. PCB Design/Manufacturing/Assembly; or 2. Production of Electronics Equipment & Assembly of components; or 3. Testing, quality control and reliability in the field of Electronics; or 4. Service techniques for TV/VCR etc. or 5. Wound Component in the field of Electronics; or 6. Chemical Processing/Etching; or 7. General maintenance/repair and servicing; or 8. Computer Hardware/Application and software development corresponding to the discipline of the post.

PERK & ALLOWANCES: These posts besides pay scale carry attractive fringe benefits such as Dearness Allowance, House Rent Allowance, Transport Allowance, LTC, CPF, Gratuity, Medical Allowance facility etc. Higher star in salary can be considered for exceptionally meritorious, qualified and experienced candidates.

HOW TO APPLY: Forms are available on web site (<http://www.estcindia.com>) indicating post applied for, full name, postal address (permanent & present), date of birth and age, whether SC/ST/OBC, educational, technical & professional qualifications (essential and desirable), experience details (in years & month), name & address of present and past organization, post held, nature of duties, salary drawn, with recent passport photographs. Self-attested photocopies of relevant certificates in respect, of date of birth, qualification, caste, work experience etc. should be enclosed with the application. The candidates belonging to OBC category must enclose the copy of the certificate from the competent authority certifying that he does not belong to creamy layer category. Candidates of EWS category should produce certificate of economically backward (if applicable). Incomplete application will be rejected. If information provided is found false at any stage the candidate will liable for the rejection. Candidates applying for more than 1 post should apply separately. Person working in Govt. & Quasi Govt. or public sector undertaking should apply through proper channel with NOC copy. The envelope containing application form must be super scribed with the name of post applied for in bold letters. Management reserves the right to alter the eligibility standards. Mere fulfilment of the eligibility norms will not entitle a candidate to be called for interview and the decision of the management in this regard shall be final & binding. Application must reach **on or before 26.03.2021**: to **Principal Director Electronics Service & Training Centre, Kaniya, Ramnagar, Distt. Nainital Uttarakhand -244715.**

12. Educational & Professional Qualifications: Matriculation/SSLC onwards (as on 27.03.2021)

Examination Passed	Name of the Institution/ University	Subjects studied in detail	Date, Month & year of passing	%age of aggregate marks

13. Particulars of past experience including the present occupation/ job (as on date)

Name of the employer(s) etc. & the nature of activities carried out by them	Designation	Period of service		Length of service		Nature of duties performed in detail	Remarks (reason for leaving service)
		From	To	Year	months		

14. Languages known: (Mark “✓” in the appropriate box)

Sr. No.	Language	Read	Write	Speak

15. **Registration No., if registered with Employment Exchange:** _____

16. **Any other information:** _____

Ihereby declare that all statements made in this application are true, complete & correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect at any stage or not satisfying the eligibility criteria according to the requirements of the relative advertisement, my candidature/appointment is liable to be cancelled/terminated. I hereby agree that any legal proceedings in respect of any matter(s) or claims or disputes arising out of this application and/or out of the said advertisement can be instituted by me only at Nainital Courts/Tribunals/Forums at Nainital only shall have sole and exclusive jurisdiction to try any cause/dispute. I undertake to abide by all the terms and conditions in the advertisement given by ESTC, Ramnagar.

Place:

Date:

Signature of the Candidate

NOTE : Use separate sheet for qualification and experience if required