

(An Autonomous Institute of the Department of Biotechnology, Govt. of India)  
NCR Biotech Science Cluster, 3<sup>rd</sup> Milestone, Faridabad – Gurugram Expressway, P.O. Box No. 04,  
Faridabad - 121001

**Recruitment Notice No: THS/RN/30/2023**

**Dated : 30 June 2023**

**RECRUITMENT NOTIFICATION**

- a) Translational Health Science and Technology Institute (THSTI) is an autonomous institute of the Department of Biotechnology (DBT), Ministry of Science & Technology, Government of India. THSTI is a part of the interdisciplinary Biotechnology Science Cluster at Faridabad, Haryana in the National Capital Region (NCR). The institution is a dynamic enterprise with a mission to conduct innovative translational research and to develop research collaborations across disciplines and professions to translate concepts into products to improve human health.
- b) THSTI has built several inter-institutional collaborations and connectivity with industry supported by well-trained teams of research and laboratory staff. THSTI has established various centres namely (a) Centre for Maternal and Child Health, (b) Centre for Viral Therapeutics and Vaccines (c) Centre for Tuberculosis Research (d) Centre for Microbial Research, (e) Centre for Immunobiology and Immunotherapy (f) Centre for Drug Discovery (g) Clinical Development Services Agency (h) Computational and Mathematical Biology Centre (i) Centre for Bio-design and Diagnostics. These centres are strengthened by many core facilities viz. Bioassay Laboratory, Biorepository, Biosafety Level -3 Lab, Data Management Centre, Immunology Core laboratory, Multi-OMICS facility, Experimental Animal Facility, Vaccine design and Development facility, School of Innovation in Biodesign etc that serve as huge resources for the research programmes of THSTI and also the National Capital Region Biotech Science Cluster and other academic and industrial partners.
- c) Applications are invited from eligible candidates to fill up the following core position of THSTI

<b>S. No.</b>	<b>Name of the Post/ Pay Level/ Age Limit/ No. of post</b>	<b>Qualifications &amp; Experience</b>	<b>Job Description/ Experience/Domain</b>
1	<b>Computer Programmer</b>  Level 5 of the pay matrix (Rs 29,200 - 92,300/-)  30 years  <b>One post (SC)</b>	<b>Essential :</b> Graduation in Computer Science /Computer Application/ Information Technology or equivalent <b>OR</b> Graduation with one year Diploma in Computer Applications  <b>Desirable :</b> One year experience	Preference will be given to the candidates having experience in the following : a) C#    b) ASP.NET c) MS-SQL Server ( Query /Procedure/Function/Trigger)  <b>Job Responsibilities:</b> To support the development and maintenance of ERP developed in ASP.NET C# and SQL server

**Note:** Candidates appearing in or awaiting results for their final year examination for a bachelor's degree are also eligible to apply provided they should have their result declared before the last date for submission of applications.

- d) Although the above position is not reserved for the Persons with benchmark disabilities (PwBD) but the position has been identified as suitable for them under following categories:
- i) Locomotor disability –OL, BL including leprosy cured, dwarfism, acid attack victims
  - ii) Hard of hearing (HH)
  - iii) Low vision (LV)
  - iv) multiple disabilities from amongst persons under clauses (i) to (iii) excluding deaf-blindness

**e) GENERAL TERMS & CONDITIONS:**

1. All educational, professional and technical qualification should be from a recognized Board/University.
2. Persons working in Govt. / PSUs / autonomous bodies should apply through proper channel or produce a relevant 'No Objection Certificate' at the time of written test/skill test/interview barring which their candidature will be cancelled.
3. The experience requirement specified shall be experience acquired after obtaining the minimum educational qualifications specified for the post. The candidates are required to satisfy themselves before applying that they possess at least the essential qualifications laid down for various posts. No enquiry asking for advice as to eligibility will be entertained.
4. The prescribed essential qualifications are the minimum and the mere possession of the same does not entitle candidates to be called for written/interview.
5. If any document/ certificate furnished is in a language other than Hindi or English, a transcript of the same in English duly attested by a Gazetted officer or notary is to be uploaded.
6. Age and other relaxations for direct recruits:

<b>S. No.</b>	<b>Category</b>	<b>Age relaxation permissible beyond the upper age limit</b>
i	SC	5 years
ii	PwBD (SC)	15 years
iii	Central Government servants (SC)	Up to 45 years of age provided they have rendered at least three years continuous services (does not apply to persons working with CPSU, CPSE, CAB etc)
iv	Ex-servicemen (SC)	Period of military service plus 3 years, provided they have put in a minimum of 6 months attested service
v	THSTI and Departmental candidates (SC)	<ol style="list-style-type: none"> <li>1. Upper age limit shall be relaxed up to 5 years for the existing employees of THSTI and employees of the Department of Biotechnology</li> <li>2. Upper age limit shall not be applicable for the persons already working with THSTI and Department of Biotechnology for the last five years or more as on 20th February 2020</li> </ol>

- 7 Upper age limit may be relaxed by 1 year in case of exceptional and meritorious candidates by the approving authority.
- 8 Closing date of Online Application will be the CRUCIAL DATE for determining eligibility with regard to age, essential qualification etc.
- 9 Number of positions to be filled will be as per the Institute's need and availability of the suitable candidates.
- 10 In case a large number of applications are received, screening will be done to limit the number of candidates to those possessing higher/relevant qualification and experience.
- 11 Only shortlisted candidates will be called for written test/skill test/interview.
- 12 All results/notification will be published on our website; therefore, the candidates are required to visit THSTI website regularly till completion of recruitment process.
- 13 All future communications will only be through email.
- 14 Canvassing in any form will be a disqualification
- 15 With regard to any provisions not covered in this notification, the Govt. of India rules/regulations shall prevail.

**f) How to apply:**

I. **Documents to be kept handy before filling up the online application:** (all the documents except (i) should be in pdf format) :

- A soft copy of your passport size photo and signature. (jpeg/jpg/png format)
- A comprehensive CV containing details of qualification, positions held, professional experience / distinctions etc.
- Matriculation certificate (equivalent to 10th Standard) / Mark sheet
- Intermediate certificate (equivalent to 12th Standard) / Mark sheet
- Graduation degree certificate / Mark sheet
- Post-Graduation degree certificate / Mark sheet (if applicable)
- Relevant experience certificates
- Forwarding letter / NOC from the current employer in case of candidates working in Govt. / PSUs / autonomous bodies
- Caste / Disability certificate in the format prescribed by the Govt. of India

**II. Procedure for filling up online application:**

- i) The eligible and interested candidates may apply online at the Institute's website [www.thsti.res.in/career](http://www.thsti.res.in/career). Applications through any other mode will not be accepted.
- ii) The following will be the step wise procedure-
  - A) Step 1 : Details of applicant
  - B) Step 2 : Uploading of documents
  - C) Step 3 : Payment of application fee
    - The payment can be made by using Debit Card / Credit Card / Internet Banking / UPI.
    - Once payment is made, no correction / modification is possible
    - Candidates are requested to keep a copy of the provisional receipt for future reference.
    - Fee once paid shall not be refunded under any circumstances.
    - Details of fees to be paid are as shown below:

**Since the post is reserved for SC candidates, they are exempted from payment of application fees**

- i) On successful submission of application, an auto-generated email containing the reference number will be sent to the email address provided. Please keep a note of the reference number for future correspondence.
- ii) Candidates are required to keep a printout of the online application form by using the print button on the dashboard for future reference.
- iii) Candidates must ensure that he / she fulfils all the eligibility criteria as stipulated in the advertisement. If it is found that he / she does not fulfil the stipulated criteria during the recruitment process, the candidature of the candidate will be cancelled. If the same is noticed after the appointment, the candidate will be terminated following due process.
- iv) Incomplete applications shall be summarily rejected and no correspondence in this regard shall be entertained.
- v) In case of difficulty in filling up the online form, please send e-mail to [personnel@thsti.res.in](mailto:personnel@thsti.res.in) along with the screenshot of the error displayed (if any).

**g) Important Dates:**

Publication of advertisement in Employment News	1 <sup>st</sup> July 2023
Publication of advertisement in national dailies	1 <sup>st</sup> July 2023
Publication of advertisement on website	30 <sup>th</sup> June 2023
Last date for submission of online application	1 <sup>st</sup> August 2023

**“Government strives to have a work force which reflects gender balance and women candidates are encouraged to apply”**

**(M.V.Santo)  
Head-Administration**

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