



सी.एस.आई.आर.—हिमालय जैवसंपदा प्रौद्योगिकी संस्थान
(वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद्)
CSIR-INSTITUTE OF HIMALAYAN BIORESOURCE TECHNOLOGY
पालमपुर—176 061(हिमाचल प्रदेश) / PALAMPUR-176 061(H.P.)

ISO 9001: 2008 Registered

Advertisement No. 18/2018

Last date for receipt of applications: 30.09.2019 (up to 5:00 P.M.)

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. It is located on a 230 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 for sustainable management of bioresources of the Himalayas. The 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. Facilities include Pilot plants, FRP greenhouses and equipments like GC-MS, FT-IR, Ultrascan, Automated DNA sequencers, Phosphoimager, Q-TOF, XL Laser densitometer, HPLCs, MALDI-TOF, CONFOCAL MICROSCOPY, CO₂ Extractor, FPLC, HP-TLC, IRGA, NMR, Scintillation counter, Computer networking etc.

Applications are invited from the eligible citizens of India who are registered with any of employment exchange in Himachal Pradesh on the prescribed proforma which are available on our website www.ihbt.res.in for the under mentioned technical posts in CSIR-Institute of Himalayan Bioresource Technology, Palampur (H.P.) :-

Post Code	Name of the post & Category	Total number of posts with reservation	Pay Level/Pay Scale	Essential Qualification	Selection Criterion
1801	Technician(1) in the area of Computer	(01 Post-reserved for OBC) [backlog]	Pay Level-2 Rs. 19,900-63,200 As per 7 th CPC Pay Matrix (Revised)	Essential qualification & experience : SSC/10 th standard with Science subjects with 55% marks plus ITI Certificate in Computer Operator & Programming Assistant or National/State trade certificate OR 2 years full time experience as an apprentice training from a recognized Institute in the trade of Computer Operator & Programming Assistant.	All the screened in candidates will be invited to appear for Trade Test. Only those candidates who qualify in trade test will be called for competitive written examination. The final selection will be made purely on the merit list of competitive written examination.

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1802	Technician(1) in the area of Carpentry	(01 Post – reserved for OBC) [backlog]	Pay Level-2 Rs.19,900-63,200 As per 7 th CPC Pay Matrix (Revised)	Essential qualification & experience: SSC/10 th standard with Science subjects with 55% marks plus ITI Certificate in trade of Carpentry or National/State Trade certificate OR 2 years full time experience as an apprentice training from a recognized Institute in the trade of carpentry.	All the screened in candidates will be invited to appear for Trade Test. Only those candidates who qualify in trade test will be called for competitive written examination. The final selection will be made purely on the merit list of competitive written examination.
1803	Technician(1) in the area of Horticulture	(02 Posts -UR)	Pay Level-2 Rs.19,900-63,200 As per 7 th CPC Pay Matrix (Revised)	Essential Qualification & experience: SSC/10 th standard with science subjects with 55% marks plus ITI Certificate in the trade of Horticulture OR National / State trade certificate OR 2 years full time experience as an apprentice training from a recognized Institute in the trade of Horticulture.	All the screened in candidates will be invited to appear for Trade Test. Only those candidates who qualify in trade test will be called for competitive written examination. The final selection will be made purely on the merit list of competitive written examination.
1804	Technician(1) in the area of Food and Beverage	(01 Post - reserved SC) [backlog]	Pay Level-2 Rs.19,900-63,200 As per 7 th CPC Pay Matrix (Revised)	Essential Qualification & experience : SSC/10 th standard with science subjects with 55% marks plus ITI Certificate in the trade of Food and Beverages OR National /State Trade Certificate OR 2 years full time experience as an apprentice training from a recognized Institute in the trades of Food and Beverages/ Laboratory Assistant Chemical Plant .	All the screened in candidates will be invited to appear for Trade Test. Only those candidates who qualify in trade test will be called for competitive written examination. The final selection will be made purely on the merit list of competitive written examination.
1805	Technician(1) in the area of Tea Manufacture	(01 Post -UR)	Pay Level-2 Rs.19,900-63,200 As per 7 th CPC Pay Matrix (Revised)	Essential Qualification & experience : SSC/10 th standard with science subjects with 55% marks plus ITI Certificate in the trade of Food Production OR National /State Trade Certificate OR 2 years full time experience as an apprentice training from a recognized Institute in the trade of Food Production.	All the screened in candidates will be invited to appear for Trade Test. Only those candidates who qualify in trade test will be called for competitive written examination. The final selection will be made purely on the merit list of competitive written examination.

1806	Technician(1) in the area of Guest House Management	(01 Post – reserved for EWS)	Pay Level-2 Rs. 19,900-63,200 As per 7 th CPC Pay Matrix (Revised)	Essential Qualification & experience : SSC/10 th standard with science subjects with 55% marks plus ITI Certificate in Front Office Assistant OR National /State Trade Certificate OR 2 years full time experience as an apprentice training from a recognized Institution in the trade of Front Office Assistant.	All the screened in candidates will be invited to appear for Trade Test. Only those candidates who qualify in trade test will be called for competitive written examination. The final selection will be made purely on the merit list of competitive written examination.
1807	Technician(1) in the area of Fitter	(01 Post-UR)	Pay Level-2 Rs. 19,900-63,200 As per 7 th CPC Pay Matrix (Revised)	Essential Qualification & experience : SSC/10 th standard with science subjects with 55% marks plus ITI Certificate in the trade of Fitter OR National /State Trade Certificate OR 2 years full time experience as an apprentice training from a recognized Institute in the trade of Fitter.	All the screened in candidates will be invited to appear for Trade Test. Only those candidates who qualify in trade test will be called for competitive written examination. The final selection will be made purely on the merit list of competitive written examination.
1808	Junior Secretarial Assistant (F&A)	(01 Post - reserved for UR-PWD(HH/OH))	Pay Level-2 Rs. 19,900-63,200 As per 7 th CPC Pay Matrix (Revised)	Essential Qualification & experience: 10+2/XII or its equivalent with Accountancy as one of the subjects and proficiency in computer typing speed and in using computer as per the prescribed norms. As on date the skilled test norms on computer is as under : English Typing @ 35 w.p.m. Hindi Typing @ 30 w.p.m. Time Allowed -10 Minutes. (35 w.p.m. and 30 w.p.m. correspond to 10500 KDPH/9000 KDPH on an average of 5 key depression for each word.	Purely on merit list of competitive written examination and subject to the condition, that candidate has to qualify in Typing Test either in English/Hindi @ 35 w.p.m. in English OR 30 w.p.m. in Hindi respectively on computer.

GENERAL CONDITIONS :

1. The above posts shall carry usual allowances as admissible to CSIR/GOI employees, as have been made applicable to CSIR-IHBT, employees of the same status stationed at CSIR-IHBT, Palampur (H.P.).

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2. **The prescribed age is 18 to 28 years. The date for determining the age limit & qualifications shall be the last date of receipt of applications strictly i.e. 30.09.2019.**
3. The Director, CSIR-IHBT, Palampur reserves the right not to fill up all the posts, if it so desires on whatsoever reason. The number of vacancies indicated against each post may vary at the time of actual selection.
4. Relaxation in age limit for SC/ST/OBC/PWD and women etc. candidates, will be as per Govt. of India/CSIR rules.
5. Relaxation of 05 years will also be permissible to those who had ordinarily been domiciled in Kashmir division of the State of Jammu & Kashmir during the period from 01.01.1980 to 31.12.1989 subject to production of relevant certificate from concerned authority.
6. Relaxation in age for widows, divorced women and women judicially separated from their husbands and who are not re-married will be up to the age of 35 years and 40 years for members of SC/ST. The persons claiming age relaxation under this category would be required to produce the following documentary evidence:
 - (a) In case of widow, Death certificate of her husband together with the affidavit that she has not remarried since.
 - (b) 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 that they have not remarried since.
7. The claim of the candidates belonging to SC/ST/PWD/OBC etc. categories will be considered subject to submission of self attested photocopies of their certificates in the prescribed format issued by the competent authority concerned in support of their claim for the relaxation in age etc. The closing date, i.e. **30.09.2019** for receipt of applications will be treated as the date of reckoning for OBC status.
8. Candidates should specifically note that the applications received after the closing date for any reason whatsoever (such as envelopes wrongly addressed, delivered elsewhere, postal delay etc.) will not be entertained. Any enclosure received separately subsequent to the receipt of the application cannot be connected therewith. No representation in this regard will be entertained.
9. An application fee of Rs.100/- (Rupees One hundred only) non-refundable is payable in the form of crossed Demand Draft with minimum validity of 03 months in favour of the **Director, CSIR-Institute of Himalayan Bioresource Technology, Palampur (H.P.) and Payable at SBI,HPAU,3632 Branch, Palampur. Candidates belonging to SC/ST/Women/PWD Category and regular employees of CSIR as well as identified Casual Workers in CSIR are fully exempted from payment of application fee.** Fee once paid will not be refunded under any circumstances.

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10. Applications from Employees of Govt. Departments will be considered only, if the same are forwarded through proper channel alongwith vigilance clearance certificate certified by their employer 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.
11. Candidate must ensure that he/she possesses essential qualification / experience in the relevant area as required in the category/post, for which he/ she is applying, on the last date of receipt of application.
12. The posts will be governed by the New Pension Scheme applicable w.e.f. 01.01.2004.
13. The Candidates fulfilling the eligibility criterion in all respect will be called for trade test/ competitive written examination / proficiency in computer typing Test.
14. Candidate must indicate as to whether any of their blood/close relatives is working in CSIR-IHBT, Palampur or in any other National Labs./Instts of the CSIR.
15. Selected candidates shall be liable to serve in CSIR-IHBT, Palampur and its centers/ CSIR Labs./Instts. anywhere in India.
16. Candidates must be registered with the Employment Exchanges within Himachal Pradesh.
17. Canvassing in any form and/or bringing of any influence political or otherwise will be treated a disqualification for the post.
18. The decision of the Competent Authority of CSIR-IHBT, Palampur in all matters relating to eligibility, acceptance or rejection of applications, mode of selection, conduct of trade test /competitive written examination, will be final and binding on the candidates and no enquiry or correspondence will be entertained in this connection from any individual or his /her agency.
19. Incomplete applications (i.e without attested copies of certificates of educational qualifications, photograph, unsigned application, Employment Exchange registration proof within Himachal Pradesh and application fee, if applicable testimonials etc.) will not be entertained and is liable to be summarily rejected.
20. The application on the Prescribed proformae available on CSIR-IHBT, Palampur website www.ihbt.res.in duly filled in and completed in all respects along with recent Photograph affixed on the application form together with self attested copies of educational qualification certificates, mark-sheets, caste certificate, experience certificate, Employment Exchange Registration proof within Himachal Pradesh and application fee etc. should reach in **the office of the Administrative Officer, CSIR-Institute of Himalayan Bioresource Technology, Palampur, Distt.: Kangra (H.P.)-1761 061 on or before 30.09.2019 upto 5:00 P. M.** The envelope should be superscribed with the name of the post & post code Nos.

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21 . Following documents must be attached along with application form sent by post :

- a. Demand Draft of **Rs.100/-** as application fee, where applicable.
- b. Employment Exchange Registration proof within Himachal Pradesh
- c. Coloured photograph pasted on the form and signed across in full.
- d. Self Attested photocopy of Date of Birth Certificate.
- e. Self Attested photocopies of educational qualifications certificates.
- f. Self Attested photocopy of ITI Trade certificate, if applicable
- g. Self Attested photocopy of Caste certificate(SC/ST/OBC) /PWD/EWS, if applicable.
- h. Self Attested photocopies of experience certificates, if any.

SYLLABUS AND PATTERN OF EXAMINATION FOR THE POSTS OF TECHNICIAN (1) [POST CODE NOS. 1801 to 1807] :

Selection Procedure for the post code Nos. 1801 to 1807 will be at two stages :

1. The candidates as recommended by the Screening Committee will be invited for a Trade Test.
2. Those candidates who qualify in the Trade Test will be invited for a competitive written examination. The final merit list will be prepared on the basis of the performance of the candidates in the competitive written examination.
 - (a) The trade test will be mainly in the subject area of specialization as advertised. The Trade Test will be at the level of ITI Course OR as the case may be.
 - (b) Written examination :

Mode of Examination	OMR based or Computer based objective type multiple choice examination
Medium of examination	The questions will be set in both English and Hindi except the questions of English language.
Standard of Exam	SSC + ITI / XII th Standard
Total number of questions	150
Total time allotted	2 hour and 30 minutes

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 judgement etc.

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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)	

Paper-III (Time allotted- 1 hour)

Subject	No. of Questions	Maximum marks	Negative marks
Concerned Subject	50	150 (three marks for every correct answer)	One negative mark for every wrong answer

SYLLABUS AND PATTERN OF EXAMINATION FOR THE POST OF JUNIOR SECRETARIAL ASSISTANT (F&A) POST CODE NO. 1808

For this post, there will be two papers (Paper-I and Paper-II). The second paper will be evaluated only for those candidates who secure the minimum threshold marks (to be determined by the Selection Committee) in the first paper.

Mode of Examination	OMR based or Computer based objective type multiple choice examination.
Medium of examination	The questions will be set in both English and Hindi except the questions of English language.
Standard of Exam	Class XII
Total number of questions	200
Total time allotted	2 hour and 30 minutes

Paper-I (Time allotted- 90 Minutes)

Subject	No. of Questions	Maximum marks	Negative marks
Mental ability test*	100	200 (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 judgement etc.

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Paper-II (Time allotted- 1 hour)

Subject	No. of Questions	Maximum marks	Negative marks
General Awareness	50	150 (three marks for every correct answer)	One negative mark for every wrong answer
English Language	50	150 (three marks for every correct answer)	

“INTERIM ENQUIRY SHALL NOT BE ATTENDED TO”



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