



Advertisement No.3/2012

**Government of India
Department of Atomic Energy
Indira Gandhi Centre for Atomic Research, Kalpakkam – 603 102**

*You Have A Desire To Innovate !
We Have An Opportunity To Stimulate!!
ComeJoin Hands !!!*

We provide the means to realize your dreams towards seeking an excellent scientific pursuit

An Opportunity to take up Challenging careers in DAE

Indira Gandhi Centre for Atomic Research (IGCAR) set up in 1971 at Kalpakkam is a premier R&D establishment of the Department of Atomic Energy. The primary mission of this Centre is to conduct a broad based multidisciplinary programme of robust Scientific Research and Advanced Engineering, directed towards the development of technology of sodium cooled Fast Breeder Reactors (FBR) and associated closed fuel cycle technologies, towards establishing world leadership through technologies by 2020. The mission oriented programme of IGCAR offers challenging and comprehensive roles for scientists, engineers and technicians.

IGCAR offers excellent opportunities for Engineers, Scientists and Technicians to participate in its mission oriented programme to the benefit of society. The Centre is looking for bright, committed and dynamic Doctorates/Postgraduates/Graduates in Science/Engineering and Diploma holders in Engineering or ITI holders to join the Department for taking the R&D programmes related to FBR and fuel cycle technologies.

Benefits & Prospects

- Excellent growth potential through periodical merit based performance review system [Merit Promotion Scheme]
- Opportunities to upgrade qualification
- Medical facilities [Contributory Health Service Scheme] – for self & dependents
- Subsidised transport facility from selected location
- Bachelor's accommodation is provided. Family accommodation is provided (subject to availability).
- Excellent schools and infrastructure

What you need to do?

If you meet the educational qualification, age limits and other requirements mentioned against the posts below, please rush us an application addressed to:

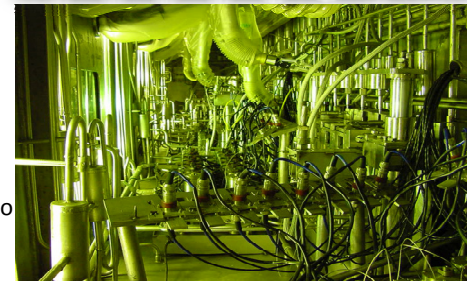
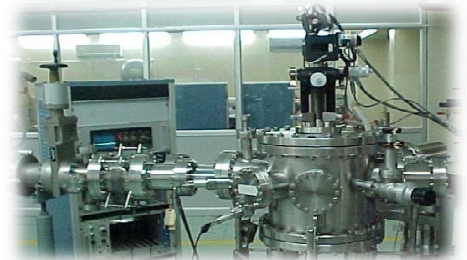
**Asst. Administrative Officer (R)
Indira Gandhi Centre for Atomic Research
Kalpakkam 603 102,
Kancheepuram District, Tamil Nadu**

Please go through the details of the posts carefully and prepare your application.

At IGCAR, we believe in 'EXCELLENCE WITH RELEVANCE'.

*Our strengths are the highly stimulating and scholarly environment,
state-of-the-art facilities and the seamless interface between
Science, Engineering and Technology.*

Please Note: "Government strives to have a workforce which reflects gender balance and women candidates are encouraged to apply". "Women candidates are exempted from payment of fees".



<u>NAME OF THE POST - SCIENTIFIC OFFICER "E"</u>	
Total number of posts	02 [Two]
CATEGORY – A1 [LIBRARY SCIENCE]	
Number of posts	01
Qualification	<p>Ph.D. in Library and Information Science with a basic degree in Physics/Chemistry/Computer Science/Engineering disciplines with a minimum of 60% marks from a recognized University / Institute.</p> <p>Adequate skills in Advanced Digital Library applications and procedures</p> <p>Essential Experience: Minimum four years of experience after Ph.D. in an R&D institution or library of academic institute or IT service organization of repute, with good leadership and communication skills. Exceptionally brilliant candidates can be considered even with two years of experience.</p> <p>If suitable candidate with the above experience is not available, candidate with lesser number of years of experience would also be considered for the post of Scientific Officer “D”.</p>
CATEGORY – A2 [CHEMISTRY / PHYSICS / MATERIALS SCIENCE]	
Number of posts	01
Qualification	<p>Ph.D. degree in the field of solid state ionic conductors or oxide semiconductors and a Master of Science degree in Chemistry / Physics / Materials Science with a minimum of 60% marks from a recognized University / Institute.</p> <p>Essential Experience: Minimum four years of post doctoral research experience from international / national research laboratories in the field specified above.</p>
<u>NAME OF THE POST - SCIENTIFIC OFFICER "D"</u>	
Total number of posts	04 [Four]
CATEGORY – B1 [METALLURGY /MECHANICAL/MANUFACTURING]	
Number of posts	01
Qualification	<p>M.E. / M.Tech. in Metallurgy/Mechanical/Manufacturing with a minimum of 60% marks from a recognized University / Institute.</p> <p>Essential Experience: Minimum two years of experience in the area of coating development and characterization for high temperature corrosion environments.</p> <p>OR</p> <p>Ph.D. in Metallurgy/Mechanical/Manufacturing in the area of coating development and characterization for high temperature corrosion environments.</p>
CATEGORY – B2 [CHEMISTRY / PHYSICS]	
Number of posts	01
Qualification	<p>Ph.D. degree in the field of Spectroscopy with a Master of Science degree in Chemistry or Physics with a minimum of 60% marks from a recognized University / Institute. Applicant should have studied mathematics as ancillary subject during degree.</p> <p>Desirable Experience: Minimum two years post doctoral experience in spectroscopy.</p>
CATEGORY – B3 [CHEMISTRY/MICROBIOLOGY]	
Number of posts	01
Qualification	<p>Ph.D. degree in Chemistry or Microbiology related to microbiologically influenced corrosion (MIC) and its prevention & control strategies. The candidate should have obtained 60% marks at post graduate level, either in Chemistry or in Microbiology from recognized University / Institute.</p>

Category – B4 [THERMAL SCIENCE]	
Number of post	01
Qualification	<p>M.E. / M.Tech. degree in thermal science/engineering, with a minimum of 60% marks in degree with B.E. / B.Tech. in Mechanical or Chemical Engineering from a recognized University/ Institute.</p> <p>Desirable Experience: Minimum two years of experience in the area of thermal hydraulic simulation of power plant dynamics or development of codes for process (thermal hydraulics) applications.</p> <p>OR</p> <p>Ph.D. in the area of thermal hydraulic simulation of power plant dynamics or development of codes for process (thermal hydraulics) applications.</p>
<u>NAME OF THE POST - TECHNICAL OFFICER "D"</u>	
Total number of posts	02 [Two]
Category – C1 [MECHANICAL/ MECHATRONICS]	
Number of posts	01
Qualification	<p>B.E. / B.Tech. in Mechanical/Mechatronics with a minimum of 60% marks from a recognized University / Institute.</p> <p>Essential Experience: Minimum four years hands-on practical experience in machine shop floor activities, with part of the experience in planning and execution of precision machining works. Candidate should have experience in operation and maintenance of CNC machines and knowledge of CNC part programming. He should have aptitude to work in the shop floor. Experience in procuring machine shop equipments, accessories and tools, and knowledge about dimensional inspection techniques and procedures are essential. The candidate should be able to understand and prepare AUTOCAD drawings. Knowledge and experience in fabrication of precision miniature components using GTAW and laser welding process is desirable.</p>
Category – C2 [PHYSICS/APPLIED PHYSICS]	
Number of posts	01
Qualification	<p>M.Sc. Physics / M.Sc. Applied Physics / Integrated M.Sc. Physics with a minimum of 60% marks from a recognized University / Institute. Should have studied Electronics as a part of the post graduate course.</p> <p>Essential Experience: Minimum four years of specialized field experience either in maintenance, in design and development or in retrofitting analytical instruments/laboratory instruments.</p> <p>Comprehensive knowledge in designing electronic systems in analog, digital domain, system optimization.</p> <p>OR</p> <p>Ph.D. in Electronics/Instrumentation with orientation towards development of methods, systems and application in measurement, control, data processing for analytical instruments.</p> <p>Desirable additional qualification: Programming skills in C, Visual Basic, Lab VIEW knowledge in interfacing of Microcontroller/Microprocessors.</p> <p>Candidates with Ph.D. qualification will be considered for the post of Scientific Officer "D".</p>
<u>NAME OF THE POST - TECHNICAL OFFICER "C"</u>	
Total number of posts	12 [Twelve] [OBC-2, UR-4, PH(HH/OH)-6]
Category – D-1 [MECHANICAL]	
Number of posts	01
Qualification	<p>B.E. / B.Tech. degree in Mechanical Engineering, with a minimum of 60% marks in degree from a recognized University/ Institute.</p> <p>Desirable Experience: Minimum two years of experience in process plant operation (or) erection, testing & commissioning of HVAC system with design, fabrication and erection of associated piping.</p>

Category – D-2 [MECHANICAL]	
Number of posts	01
Qualification	B.E. / B.Tech. degree in Mechanical Engineering, with a minimum of 60% marks in degree from a recognized University/ Institute. <u>Desirable Experience:</u> Minimum two years of experience in the field of erection / maintenance of process / power / desalination plants and project management.
Category – D-3 [ELECTRICAL AND ELECTRONICS ENGINEERING]	
Number of posts	01
Qualification	B.E. / B.Tech. degree in Electrical & Electronics Engineering with a minimum of 60% marks from a recognized University/ Institute. <u>Desirable Experience:</u> Minimum two years of experience in design and/or construction of Electrical Sub stations, O&M of HT systems, MCCs and DG sets, internal electrification works etc.
Category – D-4 [COMPUTER SCIENCE/INFORMATION TECHNOLOGY]	
Number of post	01
Qualification	B.E. / B.Tech. degree in Computer Science/Information Technology with a minimum of 60% marks from a recognized University/ Institute. <u>Desirable Experience:</u> Minimum one year of experience in digital library infrastructure and applications. <u>Desirable additional qualification:</u> Diploma in library automation and networking.
Category – D-5 [COMPUTER SCIENCE/PHYSICS/CHEMISTRY WITH LIBRARY SCIENCE]	
Number of post	02
Qualification	B.Sc. / M.Sc. in Computer Science/Physics/Chemistry with Master of Library Science (MLISc) with a minimum of 60% marks from a recognized University/ Institute <u>Desirable Experience:</u> Minimum one year of experience in library automation. <u>Desirable additional qualification:</u> Diploma in library automation and networking.
Category – D-6 [CIVIL]	
Number of post	01
Qualification	B.E. / B.Tech. degree in Civil Engineering, with a minimum of 60% marks from a recognized University/ Institute. <u>Desirable Experience:</u> Minimum one year of experience in construction, operation and maintenance of public health engineering systems including water supply network, fire water system operation, treatment facilities (water as well as sewerage) for a large project / installation.
Category – D-7 [CIVIL]	
Number of post	01
Qualification	B.E. / B.Tech. degree in Civil Engineering, with a minimum of 60% marks from a recognized University/ Institute. <u>Desirable Experience:</u> Minimum one year of experience in design and detailed engineering of multistoried industrial structures reinforced concrete/structural steel.
Category – D-8 [ARCHITECTURAL ENGINEERING]	
Number of post	01
Qualification	Bachelor's degree in Architecture with a minimum of 60% marks from a recognized University/ Institute. <u>Desirable Experience:</u> Minimum one year of experience in a large consulting or architectural firm with working knowledge of preparation of plot plans and modeling/ designing architectural, interior designing, Landscape design, green building- for large industrial or multistoried buildings and knowledge of construction / building standards is desirable.

Category – D-9 [INSTRUMENTATION]	
Number of post	01
Qualification	B.E. / B.Tech. degree in Instrumentation Engineering, with a minimum of 60% marks in degree from a recognized University/ Institute Desirable Experience: Minimum two years of experience in modern chemical process plant instrumentation and control system design and detailing and documentation.
Category – D-10 [INDUSTRIAL SAFETY]	
Number of post	02
Qualification	B.E. / B.Tech. degree in Mechanical/Electrical/Chemical/Civil Engineering, with a minimum of 60% marks from a recognized University/Institute plus one year Diploma with minimum of 60% in Industrial/ Fire or Industrial and Fire Safety from any recognized University. Desirable Experience: Minimum two years of experience in Industrial/ Fire or Industrial and Fire Safety in large Industries/factories.

<u>NAME OF THE POST – CATEGORY - I TRAINEES</u>	
Total number of post	08 [Eight] [SC-2, ST-1, OBC-3, PH(HH/OH)-2]
Category – E1 [CHEMICAL]	
Number of posts	03
Qualification	Diploma / Licenciates (3 years after SSC) in Chemical Engineering / Chemical technology, with a minimum of 60% marks in Diploma, from a recognized Institute.
Category – E2 [MECHANICAL]	
Number of posts	03
Qualification	Diploma / Licenciates (3 years after SSC) in Mechanical Engineering, with a minimum of 60% marks in Diploma, from a recognized Institute.
Category – E3 [ARCHITECTURE]	
Number of post	02
Qualification	Diploma / Licenciates (3 years after SSC) in Architect/Architectural Assistantship, with a minimum of 60% marks in Diploma, from a recognized Institute.

<u>NAME OF THE POST – CATEGORY - II TRAINEES</u>	
Total number of post	82 [Eighty Two] [SC-12, ST-6, OBC-20, UR-37, PH(HH/OH)-7]
Category – F-1 [LABORATORY]	
Number of posts	13* * 3 posts will be operated in round the clock shifts
Qualification	(i) The candidate should have 60% marks (in aggregate) in either SSC or HSC with Science and Mathematics as the subjects. (ii) ITI Certificate in Laboratory trade from a recognized Technical Institute. (iii) Trade Certificate is mandatory for SSC as well as HSC. OR HSC (10+2) or equivalent with a minimum of 60% marks in aggregate in Physics, Chemistry and Mathematics.
Category – F-2 [INSTRUMENT MECHANIC]	
Number of posts	03
Qualification	(i)) The candidate should have 60% marks (in aggregate) in either SSC or HSC with Science and Mathematics as the subjects . (ii) ITI certificate in Instrument Mechanic of not less than 2 years course / NCTVT of not less than 3 years duration. (iii) Trade Certificate is mandatory for SSC as well as HSC.
Category – F-3 [MACHINIST]	
Number of post	01
Qualification	(i) The candidate should have 60% marks (in aggregate) in either SSC or HSC with Science and Mathematics as the subjects. (ii) ITI Certificate in Machinist Trade from recognized Technical Institute. (iii) Trade Certificate is mandatory for SSC as well as HSC.

Category – F-4 [RIGGER]	
Number of posts	05
Qualification	(i) The candidate should have 60% marks (in aggregate) in either SSC or HSC with Science and Mathematics as the subjects. (ii) ITI Certificate in Rigger trade from a recognized Technical Institute. (iii) Trade Certificate is mandatory for SSC as well as HSC.
Category – F-5 [ELECTRICAL]	
Number of posts	07 *1 post will be operated in round the clock shifts
Qualification	(i) The candidate should have 60% marks (in aggregate) in either SSC or HSC with Science and Mathematics as the subjects. (ii) ITI Certificate in Electrical trade from a recognized Technical Institute. (iii) Trade Certificate is mandatory for SSC as well as HSC.
Category – F-6 [ELECTRICAL]	
Number of posts	05
Qualification	(i) The candidate should have 60% marks (in aggregate) in either SSC or HSC with Science and Mathematics as the subjects. (ii) ITI Certificate in Electrical trade from a recognized Technical Institute. (iii) Trade Certificate is mandatory for SSC as well as HSC. Desirable Experience: Minimum two years of experience in operation and maintenance of LT & HT electrical installation or electrical construction experience in building substation electrification.
Category – F-7 [ELECTRONICS]	
Number of posts	02
Qualification	(i) The candidate should have 60% marks (in aggregate) in either SSC or HSC with Science and Mathematics as the subjects. (ii) ITI Certificate in Electronics trade from a recognized Technical Institute. (iii) Trade Certificate is mandatory for SSC as well as HSC.
Category – F-8 [FITTER]	
Number of posts	02
Qualification	(i) The candidate should have 60% marks (in aggregate) in either SSC or HSC with Science and Mathematics as the subjects. (ii) ITI Certificate in Fitter Trade of not less than 2 years from recognized Technical Institute or NCTVT of not less than 3 years duration. (iii) ITI Certificate in Fitter Trade is mandatory for SSC as well as HSC.
Category – F-9 [FITTER]	
Number of posts	01
Qualification	(i) The candidate should have 60% marks (in aggregate) in either SSC or HSC with Science and Mathematics as the subjects. (ii) ITI Certificate in Fitter Trade of not less than 2 years from recognized Technical Institute or NCTVT of not less than 3 years duration. (iii) ITI Certificate in Fitter Trade is mandatory for SSC as well as HSC. Desirable Experience: Minimum two years of experience in fabrication of pressure vessels meeting the ASME codes and precision components.
Category – F-10 [FITTER]	
Number of posts	03
Qualification	(i) The candidate should have 60% marks (in aggregate) in either SSC or HSC with Science and Mathematics as the subjects. (ii) ITI Certificate in Fitter Trade of not less than 2 years from recognized Technical Institute or NCTVT of not less than 3 years duration. (iii) ITI Certificate in Fitter Trade is mandatory for SSC as well as HSC. Desirable Experience: Minimum three years of experience in NDT Level-I (Certified as per IS-13805) in any two methods.

Category – F-11 [MASON/PLUMBER]	
Number of post	01
Qualification	(i) The candidate should have 60% marks (in aggregate) in either SSC or HSC with Science and Mathematics as the subjects. (ii) ITI Trade Certificate of not less than one year duration in Mason or Plumber Trade from a Government recognized Technical Institution. (iii) Trade Certificate is mandatory for SSC as well as HSC. Desirable Experience: Minimum two years of experience in quality control of concrete, mix designs and other related tests of concrete, cement, reinforcement steel, structural steels and other civil construction materials as per relevant BIS standards and ASTM desirable.
Category – F-12 [COSMETIC MAINTENANCE]	
Number of post	01
Qualification	(i) The candidate should have 60% marks (in aggregate) in either SSC or HSC with Science and Mathematics as the subjects. (ii) One year certificate course in Sanitary Inspection. Should have good communication skills.
Category – F-13 [CHEMICAL PLANT OPERATORS]	
Number of posts	11
Qualification	(i) The candidate should have 60% marks (in aggregate) in either SSC or HSC with Science and Mathematics as the subjects. (ii) ITI certificate in “ATTENDANT OPERATOR” (Chemical Plant) of not less than 2 years Course / NCTVT of not less than 3 years duration. OR HSC (10+2) or equivalent with a minimum of 60% marks in aggregate in Physics, Chemistry and Mathematics.
Category – F-14 [MECHANICAL]	
Number of posts	02
Qualification	(i) The candidate should have 60% marks (in aggregate) in either SSC or HSC with Science and Mathematics as the subjects. (ii) ITI Certificate in Mechanical trade from a recognized Technical Institute. (iii) Trade Certificate is mandatory for SSC as well as HSC.
Category – F-15 [BENCH FITTER]	
Number of posts	06
Qualification	(i) The candidate should have 60% marks (in aggregate) in either SSC or HSC with Science and Mathematics as the subjects. (ii) ITI Certificate in Bench fitter of not less than 2 years course / NCTVT of not less than 3 years duration. (iii) Trade Certificate is mandatory for SSC as well as HSC. (iv) Apprenticeship in fitter is preferable.
Category – F-16 [MILLWRIGHT FITTER]	
Number of posts	11
Qualification	(i) The candidate should have 60% marks (in aggregate) in either SSC or HSC with Science and Mathematics as the subjects. (ii) ITI Certificate in Mill Wright Fitter of not less than 2 years course / NCTVT of not less than 3 years duration. (iii) Trade Certificate is mandatory for SSC as well as HSC. (iv) Apprenticeship in millwright fitter is preferable.
Category – F-17 [BINDING]	
Number of post	01
Qualification	(i) HSC with 60% or more marks (in aggregate) with science & mathematics. (ii) Preference will be given for people with ITI in bindery technology. Desirable Experience: Minimum two years of experience in bindery in reputed printing/binding firms.

Category – F-18 [REPROGRAPHY]	
Number of posts	02
Qualification	(i) HSC with 60% or more marks (in aggregate) with science & mathematics. (ii) Certificate in computer applications from a Government recognized Technical Institute. (iii) One year experience in Reprography.
Category – F-19 [LIBRARY SCIENCE]	
Number of posts	02
Qualification	(i) HSC with 60% or more marks (in aggregate) with science & mathematics. (ii) Certificate course in Library and information Science (CLIS) from a recognized Technical Institute.
Category – F-20 [CIVIL ENGG. DRAUGHTING]	
Number of post	01
Qualification	(i) The candidate should have 60% marks (in aggregate) in either SSC or HSC with Science and Mathematics as the subjects. (ii) ITI Certificate in Civil Engineering Draughting trade from a recognized Technical Institute. (iii) Trade Certificate is mandatory for SSC as well as HSC.
Category – F-21 [WELDER]	
Number of post	02
Qualification	(i) The candidate should have 60% marks (in aggregate) in either SSC or HSC with Science and Mathematics as the subjects. (ii) ITI Certificate in Welder trade from a recognized Technical Institute. (iii) Trade Certificate is mandatory for SSC as well as HSC.

AGE LIMITS AS ON 01.07.2012 FOR THE POSTS INDICATED BELOW

Scientific Officer 'E'	: Not more than 40 years
Scientific Officer 'D'	: Not more than 35 years
Technical Officer 'D'	: Not more than 35 years
Technical Officer 'C'	: Not more than 35 years
Category – I Trainee	: Not more than 24 years
Category – II Trainee	: Not more than 22 years

[a] SC/ST	- Relaxation up to 5 years
[b] OBC	- Relaxation up to 3 years
[c] Physically Handicapped	- Relaxation up to 10 years
[d] Ex-serviceman	- as per rules of Govt. of India in vogue

Pay Band for the below Posts:

Scientific Officer / E	:	₹.15600 – 39100 + 7600 [Grade Pay]
Scientific Officer / D	:	₹.15600 – 39100 + 6600 [Grade Pay]
Technical Officer / D	:	₹.15600 – 39100 + 6600 [Grade Pay]
Technical Officer / C	:	₹.15600 – 39100 + 5400 [Grade Pay]
Category – I Trainee	:	₹.9300/- Stipend per month.
Category – II Trainee	:	₹.6200/- Stipend per month during I year ₹.7200/- Stipend per month during II year

GENERAL CONDITIONS

1. Candidate working as a regular employee/trainee in government/Semi-Government, under the Central/State Government Public Sector Undertaking, Autonomous Organizations which is aided by Government should submit their applications through proper channel. They may, however, send an advance copy of the application along with the enclosures. But the advance copy will not be processed unless the original application is received through proper channel.
2. Before applying for the post the candidate should ensure that he/she fulfills all the eligibility norms. The candidates should have the requisite Educational/Technical qualifications from recognized University/Institute as on the date of submission of the application and should enclose with their application single attested copies of certificates and mark sheets in support of having the requisite qualification.
3. Applications which are illegible, incomplete, unsigned, not in prescribed format, without photo of the candidate, not having attested photo copy of certificates will be rejected. If the post applied for is not indicated on the top of the envelope and in the application, the same will also be rejected.
4. Experience specified against those categories should be after the completion of the required qualifying degree.
5. **No correspondence will be entertained with candidates not called for Written Test / Interview / Appointment.**
6. **NO COMMUNICATION THROUGH E-MAIL OR PHONE CALL WILL BE ENTERTAINED.**
7. **CANVASSING IN ANY FORM WILL BE A DISQUALIFICATION.**

FOR CATEGORY- I & CATEGORY- II TRAINEES

8. **Duration of Training Period:**
 - ❖ Two years.
9. **Performance during training period:**

The trainee's performance will be assessed during the course of the training period and in case the performance is found to be unsatisfactory, the traineeship is liable to be terminated. Only those trainees meeting the required minimum performance during training period & during interview will be considered for absorption for regular appointment to posts at the end of the training period.
10. **Accommodation during training:**

The trainees will be provided with bachelor accommodation in the Hostels of this Department or Equivalent single accommodation/dormitory during the period of training depending on availability on payment basis. In case hostel accommodation is not provided, the candidates should make their own arrangement for stay.
11. **Shift duty:**

During the period of training the trainees will be required to come in Round the clock shift for hands on training. After the appointment they will be required to work in round the clock shift duties. The duty will involve working in radioactive areas wearing protective clothing and gears.

12. **Bond:**

The selected candidates under Category – I & Category – II will have to execute a bond in the prescribed form to complete the course of training and to serve IGCAR or any of the constituent units of DAE for a period of four years after absorption, and failure to do so will render them liable to pay to the Government a sum equivalent to entire aggregate amount of stipend received by him/her during the period of training together with interest thereon.

HOW TO APPLY

1. The application should be submitted in the proforma given in the Advertisement, preferably typewritten on thick A4 Paper only [size 34CMs x 22CMs].
2. The Application and the outer cover should be superscribed as **APPLICATION FOR THE POST OF _____ CATEGORY No.: _____ AGAINST THE ADVERTISEMENT No. 3/2012.**
3. A recent passport size photograph should be pasted on the space provided on the right hand top corner of the application and another to be pasted on the admit card.
4. The application for the posts of Scientific Officer Grade “E” / “D” & Technical Officer Grade “D” / “C” should be accompanied by a Non refundable crossed Indian Postal Order or Demand Draft drawn in favour of The Pay & Accounts Officer, IGCAR, Kalpakkam for a sum of ₹.50/- payable in SBI Bank/Canara Bank, Kalpakkam. Women candidates, SC/ST candidates, Physically Challenged, Defense personnel and dependents of Defense Personnel killed in action and Ex-servicemen are exempted from paying the above fee. For the posts of Category I & II Trainees Postal Order / Demand Draft is not required.
5. Application should accompany the attested copies of certificates of:
 - a) All Certificates with respect to the Educational and/or Technical Qualifications.
 - b) All mark sheets of the qualifying Examination for all the years.
 - c) Proof of date of birth (Only Date of Birth Certificate / SSC Certificate or equivalent certificate will be accepted)
 - d) Certificates issued by the Competent Authorities regarding their claim that they belong to SC / ST / OBC / Physically Handicapped / Ex-Servicemen.
[SC/ST/OBC certificate should be in the new format for applying Central Government jobs]
 - e) Experience certificate specifically stating the kind of work done.

6. **Completed application should be sent to:**

**THE ASSISTANT ADMINISTRATIVE OFFICER [R]
INDIRA GANDHI CENTRE FOR ATOMIC RESEARCH
KALPAKKAM - 603 102
KANCHEEPURAM DISTRICT, TAMIL NADU**

to reach not later than **20 days from the date of publication of this advertisement in the Employment News.** Applications received after this date will be rejected IGCAR will not be responsible for postal delays. **“Application form & Admit Card”** can be downloaded from our website at: www.igcar.gov.in

SELECTION PROCEDURE

In Case the number of applications received is large, the screening will be restricted to those with higher percentage of marks.

Selection is through written test and/or personal interview. Depending on the number of applications screened in, in case of written examination those who qualify in written examination will only be called for personal interview.

The interview call letter will be sent to only those candidates who qualify for appearing in interview.

A photo admit card will be sent by post to each eligible applicant indicating his / her roll number, time, date and Centre for Written Test.

For the post of Category – II Trainees, Trade Test will be conducted.

TRAVELLING ALLOWANCE [TA]

For General Candidates:

TA will be paid to the candidates appearing for Interview only & not for written test. Those who are not working under any Central / State Government / Public Sector Undertaking / Corporation / Local Government / Panchayats, etc., are only eligible for reimbursement of second class rail fare or Bus fare to the place of Interview and back by the shortest route from Railway Station/Bus Stand from the place of residence as admissible under the central government rules.

For SC/ST Candidates:

The candidates belonging to SC/ST called for Written Test from outstation and those who are not employed in Central / State Government / Public Sector Undertaking / Corporation / Local Government / Panchayats, etc., are eligible for reimbursement of second class rail fare or bus fare to the place of written test and back by the shortest route as admissible under the central government rules. However, if there is no written test and only interview is conducted, TA will be paid to SC/ST candidates appearing for Interview. If Concessional Rail / Bus tickets are available, the Reimbursement will be limited to the Concessional return fare only.

GENERAL CONDITIONS FOR THE INFORMATION OF APPLICANTS

1. Candidates selected against this advertisement are likely to be posted at IGCAR, Kalpakkam but are liable to serve in any part of India and in any constituent unit of the Department of Atomic Energy.
2. The vacancies shown above are provisional and subject to variation. The filling up of vacancies indicated in the advertisement is also subject to the approval of the Competent Authority and may not be filled up if decided otherwise in terms of the orders issued by Government from time to time.

INDIRA GANDHI CENTRE FOR ATOMIC RESEARCH

PROFORMA FOR APPLICATION

(Kindly Xerox or reproduce boxed portions)

1. DEMAND DRAFT DETAILS: DD. No.: Date:

APPLICATION FOR THE POST OF: _____

ADVERTISEMENT No.: / CATEGORY NO.:

Affix recent passport size color photograph

2. PERSONAL DETAILS (in BLOCK letters)

a) Full Name

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* If the name doesn't fit in the boxes provided candidates can write below.

b) Father's Name

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c) Sex Male Female

d) Date of Birth e) Nationality

D	D	M	M	Y	Y	Y	Y
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f) Marital Status Married Single

g) Do you prefer to accept liability to serve in Defence? YES NO

h) State Scheduled Caste (SC) Scheduled Tribe (ST) SC ST OBC
Other Backward Classes (OBC).

i) Ex-serviceman (EX) Persons with Disabilities (PWD) EX PWD UR
Unreserved (UR).

3. QUALIFICATION:

i) Educational & Professional Qualification:

Examination	University/Board/ Institute	Year of passing/appearing	Stream / Subject	Details of Marks		
				Maximum Mark	Marks obtained	% marks (Aggregate)
SSC						
HSC						

Address for communication

PIN _____

E-Mail: _____

Permanent Address:

PIN _____

E-Mail: _____

ii) ITI / NCVT:

Examination	University/Board/ Institute	Year of passing/appearing	Name of the trade	Maximum Mark	Marks obtained	Duration of the Course
ITI						
NCVT						

iii) Diploma / Degree in Engineering:

Examination	University/Board/ Institute	Year of passing/ appearing	Name of the Discipline	Maximum Mark	Marks obtained	% of marks	Duration of the Course	No of Semesters/ Subjects completed (If pursuing)
Diploma/ Licentiate								
B.Sc. / B.E. / B. Tech. / AMIE passed								
M.Sc. / M.E. / M. Tech.								
Ph.D.								
Any other								

4. INDICATE THE COURSE OF STUDY, IF ANY, THE APPLICANT IS CONTINUING PRESENTLY:

Course	University/Board/ Institute	Full Time/ Part Time	Duration of the Course	No of Semesters/ Subjects completed	Marks obtained (% of marks)

5. EMPLOYMENT DETAILS:

WORK EXPERIENCE:
(if any enclosures are required please
attach separate sheet)

Nature of Work

ORGANISATION NAME	DESIGNATION	FROM MONTH & YEAR	TO MONTH & YEAR	TEMP./ PMT

6. OTHER DETAILS:

- a) Are you under contractual obligation to serve in Central/State Govt./Public Sector Undertaking/Autonomous Body : Yes No
- b) Do you have any relatives employed in the Department of Atomic Energy (DAE) : Yes No
- c) Are you in receipt of any scholarship from DAE : Yes No
- d) Have you earlier applied for any post in DAE : Yes : No

If yes, please give the following information

Advt. No.	Year	Category No.
<input type="text"/>	<input type="text"/>	<input type="text"/>

- e) Did you receive any offer of appointment? Yes No

Name and address of two reference persons:

1. _____

_____ Pin: _____
Phone/Mobile No.: _____
E-Mail ID: _____

2. _____

_____ Pin: _____
Phone/Mobile No.: _____
E-Mail ID: _____

Identification marks of the candidate:

- 1.
- 2.

Declaration: I hereby declare that the above information is factually correct to the best of my knowledge. I also understand that I will be disqualified if any of the information is found to be wrong.

Place: _____

Date: _____

Signature of the Candidate
Name: _____

Important Instructions:

For filling up %age of marks in Section-3, please attach a separate work sheet indicating the basis of your conversion from grade/CGPA to % Indicate clearly the core subjects and electives for qualifying degree/diploma.

Checklist:

1. Application duly completed & signed.
2. Postal order / Demand draft.
3. Photographs affixed.
4. SC/ST/OBC/EX/PWD Certificate.
5. Proof of date of birth (Only Date of Birth Certificate / SSC Certificate or equivalent certificate will be accepted)
6. Copies of all educational and technical qualification certificates with Mark sheets.
7. Worksheet for calculation of % age of marks.
8. Put tick (✓) mark in the applicable box(s).
9. **ENCLOSE ONLY ATTESTED COPIES OF CERTIFICATES/MARK SHEETS/EVIDENCE & ADDITIONAL DETAILS.**

**INDIRA GANDHI CENTRE FOR ATOMIC RESEARCH
KALPAKKAM**

Advt.No.03/2012

ADMIT CARD / CALL LETTER

Affix recent passport
size colour photograph

NAME OF THE POST APPLIED FOR: _____

CATEGORY NO. & DISCIPLINE:

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**ADDRESS FOR
COMMUNICATION:
(IN BLOCK LETTERS)**

Name:

Address:

PIN CODE

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E-Mail: _____

Date:

Signature of the Candidate

FOR OFFICE USE ONLY

Application No./Roll No. allotted

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Assistant Administrative Officer (R)