

Indian Statistical Institute
Bangalore Centre

ADVERTISEMENT

No. REC-02/2012-13/BANGALORE

Applications are invited from Indian nationals for the recruitment of following posts in Indian Statistical Institute at Bangalore Centre.

SN	Name of post	No. of position	No. of vacancy				Vacancy at	Pay Band & Grade pay
			UR	SC	ST	OBC		
1.	Accounts Officer	1	-	1	-	-	Bangalore Centre	Rs.15600-39100 +GP-Rs.5400
2.	Assistant Librarian	1	-	-	-	1	Bangalore Centre	Rs.15600-39100 +GP-Rs.6000
3.	Scientific Assistant 'A'	1	1	-	-	-	Bangalore Centre	Rs.9300-34800 +GP-Rs.4200
4.	Office Assistant 'A'	2	1	-	-	1	Bangalore Centre	Rs.5200-20200 +GP-Rs.2000

Sl. No.1 Accounts Officer (Reserved for SC)

Qualification: A good Bachelor's degree with ACA/AICWA/MBA (F) or Commerce graduate with SOGE.

Experiences: At least 5 years of experience in supervisory position in the pay band of Rs.9300-34800/- plus grade pay of Rs.4600/- or in the pre revised scale of pay of Rs.6500-10500/- or above in the Government, public sector undertaking, autonomous organizations, reputed academic/research institutions. Thorough knowledge of Government rules and regulations is essential. Familiarity with the use of computers in accounts would be considered as an added qualification.

Sl. No.2 Assistant Librarian (Reserved for OBC)

Qualifications: Master's Degree in Library Science/Information Science/Documentation or an equivalent professional degree with uniformly good academic record

or

At least high second class Master's Degree in Arts/Science/Commerce plus at least high second class Bachelor's Degree in Library Science/Information Science/Documentation, or an equivalent professional degree with uniformity good academic record.

Experience: At least three years experience in a professional capacity as a Scientific Assistant 'C' or equivalent in the pay band Rs, 9,300-34,800 with grade pay Rs. 4,200/4,600-in a large technical library.

Desirable: Knowledge in computerisation or information Technology of a large technical Library.

Sl. No. 3 Scientific Assistant 'A' (Unreserved)

Qualifications & Experience:

A Master's Degree (10+2+3+2) in relevant subject or equivalent; or Honours Degree (10+2+3) in relevant subject with two years' experience; or a Degree (10+2+2) and a Diploma of at least one year's duration in relevant subject from a recognized institution and two years' experience; or a Higher Secondary (10+2) certificate and a Diploma in relevant subject of at least three years' duration from a recognised institution and two years' experience; or other equivalent Degree/Diploma in relevant subject from a recognised institution with adequate experience.

Knowledge of computer operation and application software is essential. If a candidate does not fulfil this requirement but otherwise found very suitable, he may be provisionally appointed in the post but he shall have to fulfil this requirement before his confirmation in the category.

Sl. No.4 Office Assistant 'A' (One Post Unreserved and one Post Reserved for OBC)

Qualifications & Experience:

Graduate in any discipline with knowledge of typing (30 w.p.m) and computer operation or Higher Secondary (10+2) or equivalent with knowledge of typing (30 w.p.m), computer Operation and 5 years of experience.

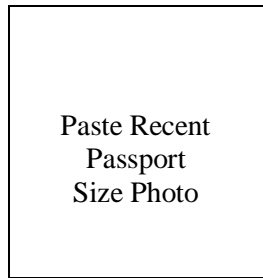
Age: Preferably below 40 years (for Sl.No. 01 & 02), below 35 years, may be relaxed in exceptional candidate (for Sl. No. 3) and (ii) Below 35 years (for Sl. No.4) as on **30th October 2012**. Age relaxation will be given as per rules.

GENERAL INFORMATION FOR APPLICANTS

- i) Candidate employed in Government/Quasi Government/Autonomous organization/Public Sector undertaking should forward his application through proper channel or bring no objection certificate, if called for interview.
- ii) Attested photocopies of documents in respect of qualifications, experiences and caste certificate (for reserved categories only) of the candidate must be submitted.
- iii) Mere fulfilment of minimum qualification and experience requirements for a post does not entitle the candidate to be called for an interview. The Institute reserves the right to shortlist and restricts the number of candidate's interview to a reasonable limit, on the basis of qualification and experience. The number and / or level of positions / posts may also vary as per the need of the Institute at the time of recruitment.
- iv) A written test may also be conducted before the interview.
- v) Competent authority may relax age and experience in deserving cases if exceptionally qualified & suitable otherwise.
- vi) No correspondence will be entertained from the candidates for selection/test/Interview/ appointment. Canvassing in any form will disqualify a candidate.
- vii) Candidates appointed will be governed by the New Contributory Pension Scheme introduced w.e.f. 01.01.2004. Those who are already in CGS pension scheme 1972 will be governed as per rule.
- viii) Any subsequent amendments/modifications etc. on this matter will be notified in the institute website only.
- ix) Reservation for Persons SC/ST/OBC and Person with Disabilities (PWD) will be as per Govt.rules
- x) The Institute reserves the right to fill or not to fill the posts mentioned above without assigning any reason.
- xi) TA/DA will be paid for attending the interview as per rules in force.
- xii) APPLICATION RECEIVED AFTER THE CLOSING DATE WILL NOT BE ENTERTAINED.
- xiii) The appointment will be governed by the standard terms and conditions as per the Institute rules applicable from time to time.
- xiv) An application submitted in a format other than the specified one and/or without the required documents/testimonials shall be liable for rejection.
- xv) If any information furnished by the candidates is found false at any stage his/her appointment will be cancelled.

For details and a prescribed application form, please log on to the Institute's website www.isibang.ac.in. Interested candidates are requested to send their duly completed applications to **the Deputy Chief Executive (Admin), Indian Statistical Institute, Bangalore Centre, 8th Mile, Mysore road, RV College Post, Bangalore 560059** latest by **5th November 2012** from the publication of this advertisement super scribing the name of the post on top of the envelope. The Institute will NOT be responsible under any circumstances for any sort of postal delivery/delay.

INDIAN STATISTICAL INSTITUTE
8TH Mile, Mysore Road, RVCE Post
Bangalore - 560059



1. Post applied for _____
2. Name in full (in block letters) Mr/Mrs./Miss. _____

 (First Name)

 (Middle name)

 (Sur name)

3. Address for Communication: _____

 _____ Pin Code _____

Phone(Residential)_____ Phone (Office)_____ Mobile_____

E-mail address: _____

4. Date of birth: _____ 5. Age _____ 6. Male/Female _____

7. Nationality : _____ 8. Religion _____

9. Mother tongue _____ 10. Marital status:Unmarried/Married _____

- 11 Category: SC/ST/OBC/PWD/GENERAL

(Strike out whichever is not applicable. Attach attested copies of relevant certificate from appropriate authority for other than general category)

12. Particulars of academic qualifications. SSC/Matriculation onwards. Attach copies of marks sheet and certificates.

No.	Examination	Year of admission	Year of passing	Division/ Grade	Special Subjects or field of specialisation	School/College / University

13. Training Details (including in-Service/Training leading to a Diploma etc.,) _____

14. Knowledge of computer:

15. Presently employed in _____

16. Present emolument: Basic: _____ 17:Pay band: _____ 18: Grade Pay _____
 Total _____

19. Current Job

responsibilities _____

20. Previous employment details (please list all jobs held by you)

No.	Name & Address of Employer	Designation & Nature of duties	Period of employment		Total Salary		Reason for Leaving
			From	To	Beginning	Final	

21. Languages Known

No.	Read	Write	Speak

22. Any other information you wish to add:

Declaration: I hereby declare that all the statements made above/ information given above are true and correct to the best of my knowledge and belief and I also declare that there is no disciplinary proceedings either contemplated or initiated against me

Date:
 Place:

Signature of Applicant