

National Centre For Cell Science, Pune

(An Autonomous Institution of the Department of Biotechnology, Government of India.)

NCCS Complex, Pune University Campus,
Ganeshkhind, Pune – 411 007.

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Advt. No. Admn/MCC/P02/2013

Applications are invited for the following posts to be filled purely on temporary basis at NCCS, Pune in the project entitled “**Establishment of Microbial Culture Collection**”.

1. Scientist ‘B’ (Lab): Posts: Two (02-UR), P.B.No.2, Scale of Pay Rs 15600-39100

G.P. Rs 5400/- (TME Rs 47760/-), Age Limit: Below 35 years.

- **Qualification & Experience:** M.Tech./MD/M.VSc/M.pharm/M.Biotech with 3 years experience or Ph.D with 1 year experience.
- **Desirable Experience:** Bacterial polyphasic taxonomy specifically techniques like DNA –DNA Hybridization, GC-FAME and MALDI profiling.
- **Job description:** Provide services for bacterial identification

2. Officer A : Post: One (01-UR), P.B.No.2, Scale of Pay Rs 9300- 34800 G.P.

Rs.4600/- (TME Rs. 37160/-), Age Limit: Below 30 years.

- **Qualification & Experience:** Graduate with SAS/CA/ICWA with minimum 5 years relevant experience in P.B. II with G. P. of Rs. 4200/- and having a knowledge of administration, finance and accounts matters, salary administration etc.
- **Desirable Experience:** Candidates should have knowledge of Accounts Management and supervisory control, Book Keeping, Documentation Policy implementation, interpretation of bye-laws, Govt. India rules and its application while dealing administration, accounts and store purchase matters etc.
- **Job Description:-** Provide administrative services to the project in the areas of Admin / Accounts / Stores & Purchase.

3. Technician ‘B’ (Lab): Posts: Six (04-UR, 01-OBC, 01-ST), P.B.No. 1, Scale of Pay Rs.

5200-20200 G.P. Rs 2800/- (TME Rs 25600/-), Age Limit: Below 30 years.

- **Qualification & Experience:** 12th Pass with Science with two years full time DMLT having 7 years experience in R&D laboratory or B.Sc with 3 years experience.
- **Desirable Experience:** Microbiology techniques specifically handling different types of bacteria, their identification and long term preservation .
- **Job Description:** Maintenance & preservation of cultures.

4. Technician ‘B’ (Comp): Posts: Two (01-UR, 01-OBC), P.B. No.1, Scale of Pay Rs.

5200-20200 G.P. Rs 2800/- (TME Rs 25600/-), Age Limit: Below 30 years.

- **Qualification & Experience:** Graduate with 1 year experience.
- **Desirable Experience:** Knowledge of handling of data & documents related to

Biotechnology related projects, familiarity with government procedure, UC/SE etc

- **Job Description:** Provide project related services as per Govt. of India rules, while working on computers.
- 5. **Technician 'B' (I &M):** Post: One (01-UR), P.B. No.1, Scale of Pay Rs 5200-20200 G.P. Rs 2800/- (TME Rs 25600/-), Age Limit: Below 30 years.
 - **Qualification & Experience:** Diploma in engineering with 3 years experience or matric plus ITI certificate in trade with 15 years experience in trade or AMIE/Degree in engineering.
 - **Desirable Experience:** The Candidates having worked in government research institutes / Public Sector Undertakings and possessing complete knowledge of the maintenance of research laboratories will be preferred.
 - **Job Description:** Overall maintenance of the research laboratory.

6. **Lab Helper :** Post: One (01-OBC), P.B. No.1, Scale of Pay Rs 5200-20200 G.P. Rs 1800/- (TME Rs 15080/-), Age Limit: Below 30 years.

- **Qualification & Experience:** S.S.C Pass
- **Desirable Experience :** Office related work such as making arrangements for the meetings, distribution and filing of documents, maintaining register etc.
- **Job Description:** To assist Pl's office to maintain Central Records Registry

Age relaxation of 5 years in case of SC/ST candidates, 10 years in case of PH candidates and 3 years in case of OBC candidates (applying for the post reserved for OBC at Sr. No.03/04/06), will be given. OBC candidates are required to submit latest non-creamy layer certificate for availing reservation benefits.

The candidates fulfilling the requirements are required to send their applications in the prescribed ★format along with the attested copies of certificates, separately for each post so as to reach to the **Director, National Centre for Cell Science, NCCS Complex, Pune University Campus, Ganeshkhind, Pune – 411 007 not later than 15.11.2013.**

★**Download Application Format**

Important Instructions :

1. Mere fulfilling the minimum prescribed qualifications and experience will not vest any right in a candidate for calling for interview. The Centre reserves the right to call for interview only those candidates who in its opinion are likely to be suitable. However, no any correspondence will be entertained in this regard.
2. Total Monthly Emoluments (TME) includes Transport Allowance and HRA as per rules.
3. Applications received after the due date and / or without the copies of the required certificates will not be considered.
4. Experience should have gathered by the candidate **after** acquisition of the essential qualifications.
5. Canvassing in any form and / or bringing in any influence will be treated as

disqualification for the post.

6. Higher start in basic pay may be considered in case of meritorious and outstanding candidates.
7. The Director, NCCS reserves the right to enhance / reduce the number of posts and also to cancel the recruitment process.
8. No interim inquiries will be entertained.
9. Candidates working in Government Department / Public Sector Undertakings / Autonomous Bodies should forward their applications through proper channel.
10. SC/ST candidates called for interview will be paid TA for attending the interview as per rules.
11. Age limit and experience may be relaxed in exceptional cases with permission of the Competent Authority.
12. Superscribe the name of the applied post and its Sr. No. on the envelope.
13. The posts advertised shall be need based without any commitment for its filling.
14. Candidates selected for Post No. 4 will be placed in Delhi to handle project related matters in DBT.
15. A demand draft of Rs. 100/- (non refundable) (SC/ST/PH candidates are exempted from payment of fees) payable at Pune in favour of **Director, National Centre For Cell Science**, should be attached to the application form.

Director