

**NATIONAL INSTITUTE OF EPIDEMIOLOGY
(INDIAN COUNCIL OF MEDICAL RESEARCH)
R-127, Second Main Road, TNHB, Ayapakkam, Chennai – 600 077**

No.NIE/ESTT/ASST/2013/

Dated: 21.01.2013

Applications are invited upto **15.02.2013** from the eligible candidates for the following posts at National Institute of Epidemiology, Chennai, as per the details given below:

1. **Name of the post** : **Assistant**
- No. of post : One (Un-Reserved)
- Pay Scale : (PB-1) Rs.9300-34800 + Grade Pay Rs.4600
- Qualification
- Essential : University Degree
- Desirable : Knowledge in Computer operation (MS office)
- Administrative work : Five years working experience in Govt. Departments
- Age limit : 18 to 28 years as on **15.02.2013**
- Age relaxation : Upper age limit is relaxed upto maximum 5 years in the case of SC/ST, 3 years in the the case of OBC and 10 years In the case of PWD.
For Departmental candidates, there will be no age restriction in their case.
For candidates working in Govt. Departments upto 40 years (SC/ST – 45 years, OBC – 43 years)

2. Name of the Post	:	Stenographer
No. of post	:	One (Reserved for OBC)
Pay Scale	:	(PB-1) Rs.5200-20200 + Grade Pay 2400
<u>Qualification</u>		
Essential	:	1. Matriculation or its equivalent examination. 2. 80 w.p.m. speed in shorthand and 40 w.p.m. in typewriting.
Desirable	:	Knowledge of Computer application
Age limit	:	18 to 25 years as on 15.02.2013.
Age Relaxation	:	Upper age limit is relaxable upto maximum 3 years for OBC and 10 years for PWD. For Departmental candidates, there will be no age restriction. Candidates working in Govt. Departments belonging to OBC upto 43 years and PWD upto 53 years.

Allowances as per ICMR Rules are admissible on the above pay scale. Benefits of new restructured defined Contributory Pension System are admissible as per the provision contained in the Ministry of Finance, Department of Economic Affairs (ECB & PR Division), Notification No.5/7/2003-ECB & PR dated 22.12.2003 with effect from 01.01.2004. (For in-service candidates, who are already having pensionary benefits, the existing pension scheme will be followed).

A Demand Draft for Rs.100/- in favour of The Director, National Institute of Epidemiology, Chennai payable at Chennai being the application fee should be enclosed along with the applications. SC/ST, Physically Handicapped and Women candidates are exempted from the payment of application fee. The Council's employees are not exempted from the payment of application fee for Direct Recruitment posts.

Application from the employees working in ICMR Institutes must be forwarded through proper channel. Interested eligible candidates may submit their application on plain paper giving full details, viz., Name, Address, Age, Qualification, Experience, Community, Latest OBC certificate etc. and No Objection Certificate from the present employer (if he/she is employed in Govt. Organisations), to the Director, National Institute of Epidemiology, Second Main Road, Tamil

Nadu Housing Board, Ayapakkam, Chennai – 600 077, along with attested copies of the certificates in support of date of birth, educational qualifications, community, etc., on or before **15.02.2013**.

Assistant Post:

Since it is not possible to call all the candidates to appear for the test, applications will be screened according to the criteria mentioned in the Essential Qualification, Desirable and Experience. Based on their performance in the test, the candidates will be further shortlisted for the interview.

Stenographer Post:

Applications will be screened as per the criteria mentioned in the essential and desirable qualification. Selection will be done based on the performance in Shorthand, typewriting test and interview.

Applications received after the due date and incomplete applications will not be entertained. Any canvassing by or on behalf of the candidates or to bring political or other outside influence with regard to selection shall lead to disqualification. The post is with all India transfer liability under ICMR.

Director