



IGIB

INSTITUTE OF GENOMICS  
& INTEGRATIVE BIOLOGY

Genomic Knowledge Partner

CSIR-INSTITUTE OF GENOMICS & INTEGRATIVE BIOLOGY

(Council of Scientific & Industrial Research)

Mall Road, Near Jubilee Hall, Delhi 110007

Advertisement No. 01/2020

Date of commencement of online applications	15-01-2020
Last date for submission of online applications	25-02-2020
Last date for receipt of hard copy of applications	20-03-2020

CSIR-Institute of Genomics & Integrative Biology (IGIB) is a premier Institute of Council of Scientific and Industrial Research (CSIR), engaged in research of national importance in the areas of genomics, molecular medicine, bioinformatics and proteomics with mission to translate concepts developed in basic biological research to commercially viable technologies for health care. CSIR-Institute of Genomics & Integrative Biology (IGIB), Delhi invites application from young and dynamic candidates having excellent academic records for the under mentioned Technical posts :

Post Code	Name of the Post / Designation	Pay Matrix (7 <sup>th</sup> CPC)	Field / Area ; Total No. of Posts & Reservation	Upper Age limit not exceeding
01	Sr. Technical Officer (1)	Level- 10	Genomics : 02 (UR-01 & ST-01)	35 years
02	Sr. Technical Officer (1)	Level- 10	Genome Data Analysis: 01(UR-01)	35 years
03	Sr. Technical Officer (1)	Level- 10	Civil Engg. : 01 (OBC-01)	35 years
04	Sr. Technical Officer (1)	Level- 10	Information Technology/Enterprise Resource Planning; : 01 (SC-01)	35 Years
05	Sr. Technical Officer (2)	Level- 11	Imaging : 01 (UR-01)	40 Years

UR: Unreserved; OBC: Other Backward Class; SC: Scheduled Caste; ST: Scheduled Tribe

- Post code: 01**  
**Name of post :** Sr. Technical Officer (1)  
**No. of posts:** 02 (UR-01 & ST-01)  
**Field /Area: Genomics**  
**Essential Qualification & Experience:** M.Sc or equivalent in Biological / Life Sciences with 55% marks and two years experience in the relevant Field /Area.  
**Desirable:** Experience in Biological sample handling and processing. Sample Library preparation for DNA sequencing, Genotyping Techniques, Hi-end state of art next generation sequencing
  - Post code: 02**  
**Name of post:** Sr. Technical Officer (1)  
**No. of posts:** 01 (UR-01)  
**Field /Area: Genome Data Analysis**  
**Essential Qualification & Experience:** M.Sc or equivalent in Biological / Life Sciences / Bioinformatics with 55% marks and two years experience in the relevant Field /Area.  
**Desirable:** Experience in High throughput Genome / Transcriptome data analysis of Biological Samples using HPC facility.
  - Post code: 03**  
**Name of post:** Sr. Technical Officer (1)  
**No. of posts :** 01 (OBC-01)  
**Field /Area: Civil Engineering**
- Essential Qualification & Experience:** B.E. / B.Tech or equivalent with 55% marks in Civil Engineering and two years experience in the relevant Field /Area.  
**Desirable:** Experience in Pre & Post contract management of large multi-storeyed buildings, commercial, residential & institutional buildings and large townships including services works.
  - Post code: 04**  
**Name of post :** Sr. Technical Officer (1)  
**No. of posts :** 01 (SC-01)  
**Field /Area: Information Technology / Enterprise Resource Planning.**  
**Essential Qualification & Experience:** MCA (including Integrated MCA degree) with 55% marks after 1st class B.Sc / BCA and two years experience in the relevant Field /Area.  
**Desirable:** Experience in deployment of IT applications, web services, database development and software development.
  - Post code: 05**  
**Name of post :** Sr. Technical Officer (2)  
**No. of posts:** 01 (UR-01)  
**Field /Area: Imaging.**  
**Essential Qualification & Experience:** M.Sc or equivalent in Biological / Life Sciences with 55% marks and five years experience in the relevant Field /Area.  
**Desirable:** Experience in sample processing and acquisition of images with multiple high-end microscopes including confocal, super resolution, TIRF live cell imaging. Image development, data analysis, documentation and method development.

General information and conditions:

- 1. Benefits under Council service:**
- a. These posts carry usual allowances i.e. Dearness Allowance (DA), House Rent Allowance (HRA), Transport Allowance (TA) etc. as admissible to the Central Government employees and as made applicable to CSIR. Council employees are also eligible for accommodation of their entitled type as per CSIR Allotment Rules depending on availability in which case HRA will not be admissible.
- b. In addition to the emoluments, benefits such as reimbursements of Medical Expenses, Leave Travel Concession, and House Building Advance are available as per CSIR rules.
- c. CSIR provides excellent opportunities to deserving candidates for career advancement under Assessment Promotion scheme for Technical Staff.
- d. All New Entrants will be governed by the “**New Pension Scheme**” based on defined Contributions for new entrants, as adopted by CSIR for its employees. However, persons selected from other Government Departments / Autonomous Bodies / Public Sector Undertakings / Central Universities joined before **01.01.2004** and having Pension Scheme on Govt. of India pattern will continue to be governed by the existing Pension Scheme i.e. CCS (Pension) Rules, 1972 as per rules.
- 2. Other conditions**
- a. The applicant must be a citizen of India.
- b. All applicants must fulfill the essential requirements of the post and other conditions stipulated in the advertisement as on the last date of submission of online application. They are advised to satisfy themselves before applying that they possess at least the essential qualifications and experience laid down for various posts as on the last date of submission of online application. No enquiry asking for advice as to eligibility will be entertained.
- c. The prescribed essential qualifications are the minimum and the mere possession of the same does not entitle candidates to be called for interview. The duly constituted Screening Committee will adopt its own criteria for short-listing the candidates. The candidate should therefore, mention in the application all the qualifications and experiences in the relevant area over and above the minimum prescribed qualification, supported with documents. The application should be accompanied by self attested copies of the relevant educational qualification, experience. The prescribed qualifications should have been obtained through recognized Universities / Institutions. Incomplete applications / applications received or not accompanied with the required certificates / documents are liable to be rejected.
- d. In respect of equivalent clause in Essential Qualifications, if a candidate is claiming a particular qualification as equivalent qualification as per the requirement of advertisement, then the candidate is required to produce order / letter in this regard, indicating the Authority (with number and date) under which it has been so treated otherwise the application is liable to be rejected.
- e. The period of experience rendered by a candidate on part time basis, daily wages, visiting / guest faculty will not be counted while calculating the valid experience for short listing the candidates for interview.
- f. If any document / certificate furnished is in a language other than Hindi or English, a transcript of the same duly attested by a Gazetted officer or notary is to be submitted.
- g. The date for determining the upper age limit, qualifications and / or experience shall be the last date for submission of online applications i.e. **25.02.2020**.
- h. The period of experience in a discipline / area of work, wherever prescribed, shall be counted after the date of acquiring the minimum prescribed educational qualifications prescribed for that post.
- i. Persons with disabilities (PWD) fulfilling the eligibility conditions prescribed under GOI instructions are encouraged to apply.
- j. Any discrepancy found between the information given in application and as evident in original documents will make the candidate ineligible for appearing in interview.
- k. The decision of the Director CSIR-IGIB, Delhi in all matters relating to eligibility, acceptance or rejection of applications, mode of selection, and conduct of examination / interview will be final and binding on the candidates.
- l. The number of vacancies may vary (increase or decrease) at the time of actual selection.
- m. Canvassing in any form and / or bringing any influence political or otherwise will be treated as a disqualification for the post.
- n. Date of interview or any other updates as the case may be will be displayed on CSIR-IGIB website.
- o. NO INTERIM ENQUIRY OR CORRESPONDENCE WILL BE ENTERTAINED.**
- 3. Age Relaxations :**
- a. The upper age limit is relaxable upto **05 years** for SC / ST and **03 years** for OBC as per Government orders in force only in those cases where the post are reserved for respective categories, on production of relevant certificate in the prescribed format signed by the specified authority at the time of interview.
- b. Upper age limit is also relaxable upto five years for the regular employees working in CSIR laboratories, Government Departments, Autonomous bodies and public sector undertakings.
- c. As per GOI provisions, age relaxation for Widows, Divorced Women and Women judicially separated from husbands, the upper age limit is relaxable upto the age of **35 years** ( upto **40 years** for members of SC / ST and upto **38 years** for members belonging to the OBCs in respect of the posts reserved for them) for Widows, Divorced Women and Women judicially separated from husbands who are not remarried. The persons claiming the age relaxations under this sub-para would be required to produce following documentary evidence :
- i) In case of Widow, Death Certificate of her husband together with the affidavit that she has not re-married since.
- ii) Divorced Women and Women judicially separated from 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 and they have not re-married since.
- d. Age relaxation to Physically Handicapped (PH) persons: Age relaxation of **10 years** is allowed **13 years** for OBCs in respect of the posts reserved for them) to blind, deaf-mute and orthopedically handicapped persons for appointment to Group ‘A’ posts/services. The persons claiming age relaxation under this sub-para would be required to produce a certificate in prescribed Performa in support of their claims clearly indicating that the degree of physical disability is 40% or more. In any case, the appointment of these candidates will be subject to their being found medically fit in accordance with the standards of medical fitness as prescribed by the Government for each individual Group ‘A’ posts to be filled by Direct Recruitment by Selection.
- e. Relaxation in age, over and above the stipulated limit, educational qualification and / or experience may be considered in case of exceptionally meritorious candidates or if sufficient number of candidates possessing the requisite qualification and / or experience is not available to fill up the posts.
- f. Relaxation of five years will also be permissible under the extant rules to those who had ordinarily been domiciled in the Kashmir division of the state of Jammu and Kashmir during the period from **1.1.1980 to 31.12.1989** subject to production of relevant certificate from concerned authority.
- 4. How to apply :**
- a. The eligible candidates are required to apply **ONLINE ONLY** through our website <http://www.igib.res.in> followed by sending hard copy of online application and data sheet generated duly signed along with copies of mark sheets, certificates, reprint of applications and other testimonials etc.
- b. Online application will be available on our website <http://www.igib.res.in> from **15.01.2020** to **25.02.2020**.
- c. **Application Fee:** The application fee of **₹100/-** is to be paid online through one of the following online mode: “credit card / debit card / net banking”. All applicable service charges i.e. bank charges shall be borne by applicants only. Application fee paid by the applicants who have not completed their application or whose application is rejected will NOT be refunded. Application fee once paid shall NOT be refunded under any circumstances nor will it be adjusted against any other examination.
- The candidate are required to generate acknowledgement of remitted application fee from the online payment system , containing UTR Number / Transaction Number and transaction date and the same is required to be attached along with the hard copy of online application The following details must be mentioned on backside of printed copy of generated acknowledgement of remitted application fee 1. Candidate Name 2. Application No. 3. Post Code Applied for 4. Candidate category.
- The candidates belonging to SC / ST / PH / Women / ESM / CSIR Employees / Abroad Candidates category are exempted from payment of application fee. Ex-servicemen, who have already secured employment in civil side under Central Government on regular basis after availing of the benefits of reservation given to ex-servicemen for their re-employment, are NOT eligible for fee concession.
- d. The last date for receipt of hard copy of application is **20.03.2020**. This date will be the same for the candidates belonging to far-flung areas.
- e. In case of universities / institute awarding CGPA / SGPA / OGPA grades etc., candidates are requested to convert the same into percentage based on the formula as per their university / institute.
- f. After completely filling the online application form candidate can submit and take printout of the generated filled application and data sheet. Candidates need to note down Application No. for future communication. The candidate must sign the computer generated application and datasheet.
- g. The computer generated application duly signed by the candidate and accompanied by self attested copies of the certificates, mark sheets, testimonials in support of age, education qualifications, experience, re-prints of publications and caste certificate, if applicable along with one recent passport size self-signed photograph affixed should be sent in an envelope superscribed “APPLICATION FOR THE POST OF \_\_\_\_\_ (Post Code \_\_\_\_\_)” so as to reach the Recruitment Section, CSIR- Institute of Genomics & Integrative Biology, Delhi – 110007, on or before **20.03.2020**. Candidates applying for more than one post must submit separate application form and remit application fee for each post indicating the Code No. of the post. Application once made will not be allowed to be withdrawn and fees once paid will not be refunded on any count nor can it be held in reserve for any other recruitment or selection process.
- h. Applications from employees of Government Departments will be considered only if forwarded through proper channel. However, advance copy of the application may be submitted before the closing date. Applications routed through proper channel should reach CSIR - IGIB Delhi at the earliest.
- i. 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 by CSIR-IGIB Delhi.
- j. Incomplete applications (i.e. without photograph, unsigned, without application fee and without supporting document / testimonials etc. ) will not be entertained and will be summarily rejected.
- 5. Following documents must be attached along with application form sent by post:**
- a. Signed copy of printed Online application form along with proof of submission of prescribed application fee.
- b. Colored photograph pasted on the form and signed across in full.
- c. Self Attested photocopy of Date of Birth Certificate.
- d. Self Attested photocopies of certificates of educational and other qualifications
- e. Self Attested photocopy of caste certificate / category certificate, in the prescribed Government of India format signed by the specified authority, if applicable.
- f. Self Attested photocopies of experience certificates, if any.
- g. List of Publications, copies of reprint if any.