



CSIR-Indian Institute of Chemical Technology
Uppal Road, Tarnaka, Hyderabad - 500 007
Telangana State, India



Advertisement No. 03/2022 Dated 29-10-2022

Date of commencement of online applications : 01-11-2022
Last date for receipt of online applications : 30-11-2022
Last date for receipt of hard copy applications : 15-12-2022

CSIR-Indian Institute of Chemical Technology, Hyderabad (CSIR-IICT) is a Premier Research Institute under the aegis of Council of Scientific & Industrial Research (CSIR), an autonomous body under Ministry of Science & Technology, Government of India. CSIR-IICT is a multi-disciplinary Institute with proven strengths in Organic Chemistry (drugs, agrochemicals and industrial organics), Inorganic & Physical Chemistry including Catalysis, Lipid Science & Technology, Organic Coatings & Polymers, Chemical Biology, Chemical Engineering and Design Engineering.

CSIR-IICT invites **ONLINE APPLICATIONS** from Indian Nationals only for filling up of the following post, as per details given below:

Designation	No. of posts & Reservations	Pay Matrix (7th CPC)	#Total Emoluments (approx.)	*Upper age Limit not exceeding as on 30.11.2022
SECURITY OFFICER	One (01) post UR	Level – 7	Rs.76,500/- p.m.(approx.)	35 years

Total Emoluments means approximate total emoluments on minimum pay of the level including House Rent Allowance in Class 'X' City.

* Please see age relaxation under General Conditions.

For further details please visit our website <https://www.iict.res.in> and apply through online by filling the application form available there. The detailed advertisement, terms & conditions and instructions to the candidates are available on the website.

Sd/-
Administrative Officer

POST CODE - SECOFF-01

SECURITY OFFICER - ONE (01) POST (UR)

Essential Educational Qualifications & Experience:

Ex-Servicemen JCO (Subedar or higher rank) OR equivalent rank in other para-military forces with minimum of 10 years experience in security. However, number of years of experience shall be 05 years in case of Short Service Commissioned Officers and incumbents holding the position of Assistant Commandant in CRPF/BSF/ITBP etc., carrying the pay scale of Rs. 8000-13,500 (Pre-revised). In the case of Inspector from Para-Military Forces, the number of years of experience required shall be 10 years.

Job Requirement:

The incumbent will be responsible for security, watch and ward, safety, fire fighting arrangements of the laboratory and its pilot plants/buildings, liaison with local police authorities etc. Responsible for proper maintenance of all records relating to movement of men and material, proper deployment of security personnel and any other responsibility as may be assigned by the Head of the Institute from time to time

Age Limit : 35 years as on **30.11.2022**

General Information and Conditions:-

1. Benefits under Council service:

- a. This post 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 eligible for accommodation of their entitled type as per CSIR allotment rules. In case the situation so warrant, the incumbent has to stay in staff quarters. If accommodation is allotted, HRA will not be admissible.
- b. In addition to the emoluments, benefits such as reimbursement of Medical Expenses, Leave Travel Concession and House Building Advance, etc., are applicable to CSIR employees from time to time.
- c. All New Entrants will be governed by the **“National Pension System”** 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.

d. Age limit, qualifications and experience will be reckoned as on the last date for receipt of online applications (i.e. 30.11.2022). Relaxation of upper age limit for Ex-Servicemen will be applicable as per GoI Orders.

e. Ex-Servicemen should enclose an attested copy of Discharge Certificate along with the hard copy of the application while submission.

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 last date of receipt of the online application. They are advised to satisfy themselves before applying that they possess at least the essential qualifications laid down for the post as on last date of receipt of the online application. **Enquiries asking for advice as to eligibility will not 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 Physical and Personality Assessment Test. The duly constituted Screening Committee will adopt its own criteria for short-listing the candidates. The recommendations of the Selection Committee will be duly approved by the Competent Authority. The candidate should therefore, mention in the application all qualifications and experience in relevant area over and above the minimum prescribed qualification, supported with documents.

d. As the Screening of applications will be done on the basis of information furnished in the Online application form by the applicants, it is necessary that only accurate, full and correct information is furnished by the applicants. Furnishing of wrong / false information will be a disqualification and CSIR-IICT will **NOT** be responsible for any of the consequences of furnishing such wrong/false information.

e. The hard copy of the application should be accompanied by self attested copies of the relevant educational qualification, experience etc. The prescribed qualifications should have been obtained through recognized Universities / Institutions etc. Incomplete applications or applications without enclosures / documents received **are liable to be rejected.**

- f. 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. The decision of the Director General, CSIR with regard to equivalence of qualification(s) and about recognition of Universities/Institutes shall be final and binding.
- g. 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 Physical and Personality Assessment Test.
- h. 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.
- i. Any discrepancy found between the information given in application and as evident in original documents will make the candidate ineligible for appearing in Physical and Personality Assessment Test.
- j. CSIR-IICT reserves the right not to fill-up the post, if it so desires. The number of vacancies indicated above is provisional and may increase or decrease at the time of actual selection.
- k. The decision of the **Director, CSIR-IICT/CSIR** in all matters relating to eligibility, acceptance or rejection of applications, mode of selection, conduct of examination will be final and binding on the candidates.
- l. Canvassing in any form and / or bringing any influence political or otherwise will be treated as disqualification for the post.
- m. Date of Physical and Personality Assessment Test and Competitive Written Examination or any other updates as the case may be will be displayed on CSIR-IICT website
- n. **NO INTERIM ENQUIRY OR CORRESPONDENCE WILL BE ENTERTAINED.**

3. **How to apply :**

Candidates are advised to go through carefully the instructions placed on website for online filling of the application.

a. Eligible candidates are required to apply **ONLINE** through our website <https://www.iict.res.in> and send the hard copy as stated below:

- **Candidates need to note down Application No., for future communication.**
- **Take a print out of online application, sign and send the same along with self attested copies of mark sheets, certificates, other testimonials, etc., so as to reach CSIR-IICT, Hyderabad on or before the prescribed deadline.**
- **Online application of the candidates whose hard copies are received after the due date will be summarily rejected.**

b. Online application will be available on our website <https://www.iict.res.in> (Opens on 01.11.2022 (Tuesday) from 09.30 a.m., and Closes on 30.11.2022 (Wednesday) at 06.00 p.m.

c. Candidates are required to remit the application fee of **Rs.100/- in favour of "Director, CSIR-IICT"** through online payment system only viz., SB Collect by using the following link:

<https://www.onlinesbi.com/sbcollect/icollecthome.htm>

(Telangana -> Govt. Department -> Indian Institute of Chemical Technology -> Application Fee for Recruitment)

e. The candidates are required to generate acknowledgement of remitted application fee from the online payment system, containing UTR Number/Transaction Number, Transaction Date and the same is required to be attached along with the hard copy of online application.

The following details must be filled up on back side of printed copy of generated acknowledgement of remitted application fee **(i) Candidate's Name, (ii) Application No (iii) Candidate's Category (iv) Post Code Applied For.**

The candidates belonging to SC/ST/CSIR Employees are exempt from payment of application fee.

- f. In case of Universities/Institutes awarding CGPA/SGPA/OGPA grades etc., candidates are requested to convert the same into percentage based on the formula as per their university/Institute.
- g. This computer generated application (Print-out) duly signed by the candidate and accompanied with self-attested copies of attachments as given in Point No. 5 should be sent in an envelope superscribed **“APPLICATION FOR THE POST OF SECURITY OFFICER”** so as to reach the **Section Officer, Recruitment Section, CSIR-Indian Institute of Chemical Technology, Uppal Road, Tarnaka, Hyderabad – 500 007, Telangana on or before 15.12.2022.**
- h. Candidates must submit **hard copy of application compulsorily** alongwith required enclosures.
- i. 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.
- j. Applications from employees of Government Departments will be considered only if forwarded through proper channel with a vigilance clearance certificate and a No Objection Certificate from the employer that the applicant, if selected will be relieved within one month of the receipt of the appointment orders on immediate absorption basis. However, advance copy of the application may be submitted before the closing date. Applications routed through proper channel should reach the **Section Officer, Recruitment Section, CSIR-Indian Institute of Chemical Technology, Uppal Road, Tarnaka, Hyderabad-500 007** at the earliest.
- k. 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-IICT, Hyderabad.
- l. **Incomplete applications (i.e. unsigned, without photograph/ application fee/ applicable certificates/marks sheets/testimonials etc.) will be summarily rejected.**

4. Mode of Selection:

Post	Selection procedure
Security Officer	The candidates as recommended by the Screening Committee will be invited for a physical and personality assessment test which will be a qualifying in nature. Those who qualify in the physical and personality assessment test will be invited for a competitive written examination. The final merit list will be prepared on the basis of the performance of the candidate in the competitive written examination.

Syllabus for the post of Security Officer

Physical Standards:

Minimum Height Requirement	Male	Female
General	167 cms	157 cms
Hilly Area #	165 cms	155 cms
ST Category	162.5 cms	154 cms

Minimum Chest size Requirement for Male	Exhaled	Expanded (inhaled)
General	80 cms	85 cms
Hilly Area #	80 cms	85 cms
ST Category	77 cms	82 cms

Candidates belonging to hill areas of Garhwal, Kumaon, Himachal Pradesh, Gorkhas, Dogras, Marathas, Kashmir Valley, Leh & Ladakh regions, North Eastern States and Sikkim.

Physical Test Details:

Physical Events	Male	Female
1600 m Running	6 min 30 secs	Not Applicable
Long Jump	3.65 m in 3 chances	2.70 m in 3 chances
Chin-ups	Minimum 06	Not Applicable
Push-ups	Minimum 12	Not Applicable
Sit-ups	Minimum 10	Minimum 10
800 m Running	Not Applicable	4 mins

Syllabus for Written Test

- 1) Candidates who qualify the physical test will be allowed to appear for the written test.
- 2) There will be two papers in the written test (Paper-I and Paper-II).
- 3) Paper-I will be OMR Based or Computer Based Objective Type Multiple Choice Test whereas Paper-II will be subjective in nature.
- 4) ***The threshold marks for Paper-I shall be 30%. The second paper will be evaluated only for those candidates who secure the minimum threshold marks in the first paper.***
- 5) The Selection Committee will also fix a minimum threshold marks in Paper-II which shall not be less than 35%.
- 6) The final merit list would be prepared based on the performance of the candidates in Paper-II. Only those names would appear in the merit list who have secured more than the minimum threshold marks as fixed by the Selection Committee.
- 7) Medium of Exam- The question papers will be set bilingually (in English and Hindi) and the examination can be taken either in English or Hindi medium.
- 8) Standard of Exam- Graduation Level.

Paper-I (Time Alloted- 90 minutes)

Subject	No. of questions	Total Marks	Negative Marks
Mental Ability and Personality Assessment Test*	100	100	<u>There will be no negative marks in this paper.</u>

* This Test will be so devised so as to include General Intelligence, Quantitative Aptitude, Reasoning, Problem Solving, Situational Judgment etc.

Paper-II (Time Alloted- 2 hours)

Subject	Maximum Marks
Comprehension	25
Report Writing	25
Security Regulations, Firefighting etc.	25
General Awareness	25

5. Following documents must be attached to the hard copy of the application:

- a. Signed copy of printed Online Application Form.
- b. Copy of acknowledgement of remitted application fee, where applicable.
- c. One recent Passport Size Coloured photograph (same as uploaded on online application) pasted on the form and signed across in full.
- d. Self Attested photocopy of Date of Birth Certificate.
- e. Self Attested photocopies of educational qualifications certificates/marks sheets along with Ex-Servicemen Discharge Certificate.
- f. Self Attested photocopy of latest caste/category certificate, in the prescribed **Government of India (GoI)** format signed by the specified authority, if applicable.
- g. Self Attested photocopies of experience certificates, if any.
- h. No Objection Certificate from the present employer, if applicable.
- i. Any other relevant certificate.

<p>Date of commencement of online applications : 01.11.2022</p> <p>Last date for receipt of online applications : 30.11.2022</p> <p>Last date for receipt of hard copy of applications : 15.12.2022</p>
--

Note: Any further information regarding the Advertisement like date, time and venue of tests, addendum / corrigendum or any variation in number of post /cancellation of post etc. will be made available through CSIR-IICT website <https://iict.res.in> only. Therefore, the candidates are requested to visit our website regularly.

**Sd/-
Administrative Officer**