



वज्ञानक एव आद्यागक अनुसधान पारषद – राष्ट्राय समुद्र तवज्ञान सस्थान

CSIR- National Institute of Oceanography

दोना पावला 403004, गोवा/ Dona Paula 403004, Goa

मानव संसाधन प्रबंधन / Human Resource Management





ADVERTISEMENT NO. NIO/HRM/22-23/51

**Recruitment of Temporary Positions for the R&D projects at
CSIR-NIO REGIONAL CENTRE MUMBAI**

CSIR – National Institute of Oceanography, a constituent national laboratory of Council of Scientific & Industrial Research Institute (CSIR), invites applications from eligible candidates for recruitment of the following project staff, purely on a temporary contractual basis to carry out research work on the R&D project and to be engaged in **NIO Regional Centre Mumbai.**

S.No	Project Vacancy Details	Position	Essential Qualifications & Experience required	No. of Posts	*Upper Age Limit (Years)	Monthly Emoluments (Rs.)
01	<u>Vacancy Code</u> SSP3451/2378-22 <u>Initial Tenure:</u> 6 Months	Project Assistant	<u>Essential Qualification:</u> B.Sc Computer Science / BCA <u>Desirable Qualification & Job Requirement</u> Experience in installation and configuration of computer/printer/network switch/LAN. Basic knowledge in troubleshooting computer hardware and networking. Experience in data entry and office administration. Installation and configuration of computers, OS software, printers, scanners and peripherals.Maintenance of inventory records for computer hardware and network assets. Diagnosing and resolving all first-level (L-1) problems related to networking, computer hardware and software. IT Support for institutional events such as conferences, seminars, workshops, etc.Helping administration with data entry, ERP and Lotus Notes.	01	50 Years	Rs.20000/- Plus HRA as per rules
02	Comprehensive monitoring of coastal water across various hydrodynamic conditions in the Ulhas Creek around the effluent disposal locations of MIDC, Dombivli <u>Vacancy Code</u> SSP3406/2379-22 <u>Initial Tenure:</u> 6 Months	Project Assistant	<u>Essential Qualification:</u> B.Sc Physics/Mathematics/Electronics <u>Desirable Qualification & Job Requirement</u> The candidate should have good knowledge in MS office (word, excel, power point), MATLAB programming, Windows as well as Linux Operating System.Candidate will be engaged in field work for various data collection, processing, analysis, presentation, report writing and R&D.	02	50 Years	Rs. 20000/- Plus HRA as per rules

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***Upper Age Limit not exceeding as on the last date of receiving the applications i.e. 11 December 2022**

*** Tenure advertised is an initial tenure only. It may be extended subject to the project extension, funds availability and based on the satisfactory performance.**

How To Apply:

Eligible candidates should email the scanned copies of the following documents to hrg@nio.org latest by **11 December 2022**.

Applications received after the last date and without the below mandatory documents will be rejected.

- **All the documents including application form to be made SINGLE PDF File in the following order and to be sent to the mentioned email address. The complete file should be saved with the candidate name and to be sent. Individual PDF files will not be considered.**

(I) Scanned copy of the duly filled-in application form, **given at the end of this advertisement**. Followed by,

(II) Scanned copies of

- CV/Bio Data with recent color photograph
- Educational Qualification Certificate as mentioned in the advertisement essential qualification / Semester Mark sheet or Final Mark sheet is compulsory. Along with this, Degree Award Certificate **or** Provisional Award Certificate . Percentage or CGPA should clearly displayed on any one of the certificate. If certificate doesn't have proper percentage / CGPA / Grade then the application may not be considered. The candidate must ensure to provide proper certificates to ensure their eligibility for the said positions.
- Date of Birth Proof (Any valid certificate having DoB such as SSLC, HSC, DoB Certificate, etc)
- Category certificate (in case of SC/ST/OBC/PWD candidates). (If applicable)
- NET/GATE/SET/Any other Equivalent exam qualification certificate (IF applicable)
- Experience certificate (Mandatory for the posts where experience is essential qualification) and Other certificates, if any.

Mode of Selection:

If number of applications are more, then selection committee will fix a criteria to shortlist the applicants. Only shortlisted candidates will be called for the interview. Selection will be done on the basis of online interview through either Skype/Google Meet/Zoom or any other suitable software, as decided by the competent authority.

Applications received after the due date will be rejected. The short-listed candidates will be informed through e-mail/website.



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[The interview date will be communicated to the shortlisted candidates through email.](#)

Terms and Conditions:

1. The engagement will be on purely temporary and contractual basis for the period mentioned in the advertisement. It is exclusively for the above mentioned research work and the tenure shall be co-terminus with the project duration or till the completion of tenure whichever is earlier.
2. The engagement under this project does not confer any right/claim whatsoever either explicitly or implicitly on the appointee for regular appointments in CSIR-NIO/CSIR, against any post or otherwise under any legal conditions precedent. It would therefore, not confer any right/claim, implicit or explicit, on the part of the candidates for regularization/absorption against any post in CSIR/NIO or under any other scheme of CSIR.
3. In case of candidates qualified with NET/GATE qualification, they may be considered for higher emoluments as per the DST regulations of project staffs, subject to the approval of project funds and approval of competent authority.
4. Performance of the project staff would be reviewed periodically so that any one not found up to the mark, could be terminated with one month's notice or one month's stipend in lieu thereof.
5. The date for determining the upper age limit, qualifications and/or experience shall be the closing date prescribed for submission of applications .
6. The period of experience in a discipline/area of work, wherever prescribed, should be in relevant area of work/field indicated against such position which shall be counted after the date of acquiring the minimum essential educational qualifications prescribed for that position.
7. The students in the final semester and results awaited candidates are not eligible to apply and their applications will not be considered.
8. Stipend may be revised depending on the funding agency guidelines issued time to time.
9. Candidates should note that non-fulfillment of the eligibility criterion will result in cancellation of candidature at any stage.
10. Incomplete applications without proper format and without eligibility supporting documents will not be considered.

CANVASSING IN ANY FORM AND/OR BRINGING IN ANY INFLUENCE OR OTHERWISE WILL BE TREATED AS A DISQUALIFICATION FOR THE POST APPLIED FOR. INTERIM ENQUIRIES MAY NOT BE ENTERTAINED.

~ End



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Application Form for the position of

विज्ञापन सं/ Advt. No _____ रिक्ति सं/ Vacancy No. _____

1. नाम: डॉ/श्री/सुश्री / Name: Dr./Mr./Ms. _____

2. जन्म तिथि/ Date of Birth: _____ 3. मातृभाषा /Mother Tongue: _____

4. संचार के लिए पता/Address for communication: _____

5. फोन/मोबाइल नं/ Phone/Mobile No: _____

6. ईमेल/ Email: _____

7. शैक्षणिक योग्यता/ Education Qualifications:

डिग्री / प्रमाणपत्र Degree/Diploma (Mention Details After HSC)	विषय Subject	विश्वविद्यालय University	उत्तीर्ण होने का वर्ष Year of Passing	कक्षा और अंकों का प्रतिशत Class & % of marks	कोई अन्य विवरण Remarks if any

8. कंप्यूटर प्रवीणता/ Computer Proficiency: _____

9. क्या आप जहाजों / नावों पर लगातार परिभ्रमण पर जाने के लिए तैयार हैं?
Are you prepared to go on frequent cruises on ships/boats are field work? _____

10. श्रेणी - एससी / एसटी / ओबीसी / पीएच / जनरल/
Category – SC/ST/OBC/PH/GEN: _____



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11. पिछले एन आई ओ या किसी अन्य सीएसआईआर लैब में/ Previous experience in NIO or any other CSIR Lab.

सीएसआईआर प्रयोगशाला का नाम Name of the CSIR Lab	पद Designation	से From	तक To	No. Of Years / Months	Nature of Duties

12. किसी भी अन्य संस्थान/संगठन में अनुभव Experience in any other institute/organisation.

संस्थान / संगठन का नाम Name of the Institute/Organization	पद Designation	कार्य की प्रकृति Nature of Duties	से From	तक To

कुल अनुभव/Total experience _____ वर्ष/years _____ महीने/months _____ दिन/Days

13. शोध प्रबंध/परियोजना कार्य का विवरण **Details of Dissertation/Project Work done**

i) संस्थान का नाम / **Institute Name:** _____

ii) विषय / **Topic** : _____

Duration of Internship/Dissertation : From To

14. यदि आपका किसी एन आई ओ / सी एस आई आर कर्मचारियों से घनिष्ठ संबंध है तो कृपया विवरण दें / If you have close relation to any NIO/CSIR staff please give details _____

घोषणा / DELARATION:

मैं इस बात की घोषणा करता हूँ कि मेरे बारे में दी गई जानकारी मेरे ज्ञान और विश्वास के अनुसार सही और सही है। मैं समझता हूँ कि किसी भी सूचना के गलत या गलत होने की स्थिति में: मेरी उम्मीदवारी रद्द होने के लिए उत्तरदायी हूँगा।
 I hereby declare that the information given about is true and correct to the best of my knowledge and belief. I understand that in the event of any information being false or incorrect: my candidature is liable to be cancelled.

दिनांक/ Date: _____

हस्ताक्षर / Signature: _____