



# CSIR - CENTRAL MECHANICAL ENGINEERING RESEARCH INSTITUTE

(Council of Scientific & Industrial Research)  
Mahatma Gandhi Avenue, Durgapur - 713 209, (West Bengal)

**Advertisement No. 09/2017 :: Recruitment / Dated : 08.12.2017**

**Last Date for submission of online application: 25.01.2018 up to 5:00 PM**

**Last Date for Receipt of the hard copy of online application: 05.02.2018 up to 5:30PM**

## A unique opportunity for research career in Engineering & Technology

CSIR-CMERI, Durgapur is a premier Institute under the Council of Scientific and Industrial Research (CSIR), involved in multidisciplinary R&D programmes of both basic and applied nature across scientific disciplines for economic, environmental and societal benefits for the people of India.

As the only national laboratory dedicated to mechanical engineering, the core mission of the CSIR-CMERI is to conduct research and develop cost effective and value added technologies in mechanical engineering and allied domains. Yet another element of CSIR-CMERI's mission is to contribute significantly to national skill development initiatives for sustainable empowerment. CSIR-CMERI envisages emerging as a global R&D institute having confidence of industries and visibility to society in mechanical engineering sciences and technologies.

The research activities of CSIR-CMERI extends over **Advanced Design and Analysis; Robotics & Mechatronics, Advanced Manufacturing and Metrology, Electronics & Embedded Systems, Drives & Control; Near Netshape Manufacturing, Micro-Systems Technologies; Precision Farm Machinery; Advanced Functional Materials, NDT and Condition Monitoring, Tribology; Product and Process Design, Renewable Energy Technologies.**

**CSIR-CMERI Centre of Excellence for Farm Machinery, Ludhiana is an Extension Centre of CSIR-CMERI, Durgapur.** The present priority areas of research of the Centre are: Precision Farm Machinery, Biofuel, Industrial Machinery, Engineering Design & Analysis. A number of challenging projects in these areas are currently on-going.

The Institute is looking for dynamic and creative Indian researchers having excellent academic record and interested in Product Development, Technology Innovation and Translational Research in the above broad areas. The eligible candidates may apply for the following positions online through the Institute website : [www.cmeri.res.in](http://www.cmeri.res.in).

Designation	No. of Posts & Reservation status	Pay Scale	*Total Emoluments	**Upper Age Limit not exceeding (as on the last date of online application)
Scientist	08 [UR-3, SC-1, ST-1, OBC-3 (including 2 OBC Backlog)]	Level – 11	₹ 85,170/-	32 years
Sr. Scientist	07 [UR]	Level – 12	₹ 98,490/-	37 years

\*Total Emoluments means approximate total emoluments per month on minimum of scale including House Rent Allowance stationed at Durgapur, West Bengal / Ludhiana, Punjab.

\*\* Please see age relaxation under Relaxation column.

**Category – I :: Name of post : Scientist**

**[Entry Level Positions : 08 posts {SC-1, ST-1, OBC-3 (including 2 Backlog), UR-3}]**

<b>Post Code : 170901 :: 01 post [OBC] { for CSIR-CMERI CoEFM, Ludhiana}</b>			
<b>Position with Pay</b>	<b>Essential Educational Qualification &amp; Experience</b>	<b>Desirable Experience</b>	<b>Job Specification</b>
<p align="center"><b>Scientist</b></p> <p>Pay : Level 11 of Pay Matrix ( as per 7<sup>th</sup> Central Pay Commission)</p>	<p>ME/M.Tech in Mechanical Engineering / Manufacturing Technology / Production Technology having BE/B.Tech in Mechanical Engineering / Production Technology</p>	<p>The candidates having experience in Product Development / Technology Innovation /Applied Technology / Translational Research in the areas of Design and Fabrication of Micro Machines and Systems / Manufacturing Technology / Production Technology / Process Technology / Process will be given preference.</p>	<p>The incumbent will be working in the areas of Design and Fabrication of Micro Machines and Systems / Manufacturing Technology / Production Technology / Process Development</p>
<b>Post Code : 170902 :: 03 posts [ST-1, OBC-1, UR-1]</b>			
<b>Position with Pay</b>	<b>Essential Educational Qualification &amp; Experience</b>	<b>Desirable Experience</b>	<b>Job Specification</b>
<p align="center"><b>Scientist</b></p> <p>Pay : Level 11 of Pay Matrix ( as per 7<sup>th</sup> Central Pay Commission)</p>	<p>M.E/ M. Tech with specialization in Design / Theory of Machines / Mechanisms / Material Handling / Process Plant Design having BE/B.Tech in Mechanical Engineering.</p>	<p>The candidates having experience in Product Development / Technology Innovation /Applied Technology / Translational Research in the areas of Design and Prototyping of Special Purpose Machines / Material Handling / Process Plant Design will be given preference.</p>	<p>The incumbent will be working in the areas of Design and Prototyping of Special Purpose Machines / Material Handling / Process Plant Design</p>
<b>Post Code : 170903 :: 01 post [SC]</b>			
<b>Position with Pay</b>	<b>Essential Educational Qualification &amp; Experience</b>	<b>Desirable Experience</b>	<b>Job Specification</b>
<p align="center"><b>Scientist</b></p> <p>Pay : Level 11 of Pay Matrix ( as per 7<sup>th</sup> Central Pay Commission)</p>	<p>M.E/ M. Tech with specialization in Mechanical Design /Vibration Analysis / Condition Monitoring with BE/B.Tech in Mechanical Engineering.</p>	<p>The candidates having experience in Technology Innovation /Applied Technology / Translational Research in the areas of Design / Vibration Analysis of Rotodynamic machines / Condition Monitoring will be given preference.</p>	<p>The incumbent will be working in the areas of Design / Vibration Analysis of Rotodynamic machines/Condition Monitoring</p>
<b>Post Code : 170904 :: 01 post [OBC]</b>			
<b>Position with Pay</b>	<b>Essential Educational Qualification &amp; Experience</b>	<b>Desirable Experience</b>	<b>Job Specification</b>
<p align="center"><b>Scientist</b></p> <p>Pay : Level 11 of Pay Matrix ( as per 7<sup>th</sup> Central Pay Commission)</p>	<p>M.E/ M. Tech in Metallurgy with specialization in RLA/Failure Analysis/NDT Inspection having BE/B.Tech in Metallurgical Engineering.</p>	<p>The candidates having experience in Technology Innovation /Applied Technology / Translational Research in the areas of RLA/Failure Analysis/NDT Inspection will be given preference.</p>	<p>The incumbent will be working in the areas of RLA/Failure Analysis/NDT Inspection</p>

<b>Post Code : 170905 :: 01 post [UR]</b>			
<b>Position with Pay</b>	<b>Essential Educational Qualification &amp; Experience</b>	<b>Desirable Experience</b>	<b>Job Specification</b>
<p><b>Scientist</b></p> <p>Pay : Level 11 of Pay Matrix ( as per 7<sup>th</sup> Central Pay Commission)</p>	<p>ME/M.Tech in Chemical Engineering having BE/B.Tech in Chemical Engineering</p>	<p>The candidates having experience in / Technology Innovation /Applied Technology / Translational Research in the areas of combustion/gasification/heat and mass transfer processes will be given preference.</p>	<p>The incumbent will be working in the areas of combustion/gasification/heat and mass transfer processes</p>
<b>Post Code : 170906 :: 01 post {UR-PWD-HH}-1, {for CSIR-CMERI CoEFM, Ludhiana}</b>			
<b>Position with Pay</b>	<b>Essential Educational Qualification &amp; Experience</b>	<b>Desirable Experience</b>	<b>Job Specification</b>
<p><b>Scientist</b></p> <p>Pay : Level 11 of Pay Matrix ( as per 7<sup>th</sup> Central Pay Commission)</p>	<p>M.E/ M. Tech. in Agricultural Engineering with specialization in Farm Machinery &amp; Power Engineering with B.E./ B.Tech in Agricultural Engineering.</p>	<p>The candidates having experience in Product Development / Technology Innovation /Applied Technology / Translational Research in the areas of Design and Prototyping of Farm Machinery will be given preference.</p>	<p>The incumbent will be working in the areas of Design and Prototyping of Farm Machinery</p>

**Category – II :: Name of post : Sr. Scientist**

**[Lateral Entry Level Positions : 07 posts (UR)]**

<b>Post Code : 170907 :: 02 post [UR]</b>			
<b>Position with Pay</b>	<b>Essential Educational Qualification &amp; Experience</b>	<b>Desirable Experience</b>	<b>Job Specification</b>
<p><b>Sr. Scientist</b></p> <p>Pay : Level 12 of Pay Matrix (as per 7<sup>th</sup> Central Pay Commission )</p>	<p>ME/M.Tech in Mechanical Engineering/ Manufacturing Technology / Production Technology / Design and Fabrication of Micro Systems with 3 years of relevant research / industrial experience having BE/B.Tech in Mechanical Engineering / Production Technology</p> <p><b>OR</b></p> <p>Ph.D in Engg. in the areas of Mechanical / Manufacturing / Production Technology Micro Systems Fabrication having BE/B.Tech in Mechanical Engineering / Production Technology</p>	<p>The candidates having experience in Product Development / Technology Innovation /Applied Technology / Translational Research in the areas of Design and Fabrication of Micro Machines and Systems / Manufacturing Technology / Production Technology / Process will be given preference.</p>	<p>The incumbent will be working in the areas of Design and Fabrication of Micro Machines and Systems / Manufacturing Technology / Production Technology / Process Development</p>

<b>Post Code : 170908 :: 02 post [UR] {01 post for CSIR-CMERI CoEFM, Ludhiana}</b>			
<b>Position with Pay</b>	<b>Essential Educational Qualification &amp; Experience</b>	<b>Desirable Experience</b>	<b>Job Specification</b>
<p><b>Sr. Scientist</b></p> <p>Pay : Level 12 of Pay Matrix (as per 7<sup>th</sup> Central Pay Commission )</p>	<p>M.E/ M. Tech with specialization in Design / Theory of Machines / Mechanisms / Material Handling / Process Plant Design with 3 years of relevant research / industrial experience in the areas of Design and Prototyping of Special Purpose Machines having BE/B.Tech in Mechanical Engineering</p> <p><b>OR</b></p> <p>Ph.D in Engg. in the areas Design and Prototyping of Special Purpose Machines having BE/B.Tech in Mechanical Engineering</p>	<p>The candidates having experience in Product Development / Technology Innovation /Applied Technology / Translational Research in the areas of Design and Prototyping of Special Purpose Machines / Material Handling / Process Plant Design will be given preference.</p>	<p>The incumbent will be working in the areas of Design and Prototyping of Special Purpose Machines / Material Handling / Process Plant Design</p>
<b>Post Code : 170909 :: 01 post [UR]</b>			
<b>Position with Pay</b>	<b>Essential Educational Qualification &amp; Experience</b>	<b>Desirable Experience</b>	<b>Job Specification</b>
<p><b>Sr. Scientist</b></p> <p>Pay : Level 12 of Pay Matrix (as per 7<sup>th</sup> Central Pay Commission )</p>	<p>M.E/ M. Tech with specialization in Mechanical Design /Vibration Analysis/ Condition Monitoring with 3 years of relevant research / industrial experience in the areas of Design/ Vibration Analysis of Rotodynamic machines / Condition Monitoring having BE/B.Tech in Mechanical Engineering</p> <p><b>OR</b></p> <p>Ph.D in Engg. in the areas of Design / Vibration Analysis having BE/B.Tech in Mechanical Engineering</p>	<p>The candidates having experience in Technology Innovation /Applied Technology / Translational Research in the areas of Design / Vibration Analysis of Rotodynamic machines / Condition Monitoring will be given preference.</p>	<p>The incumbent will be working in the areas of Design / Vibration Analysis of Rotodynamic machines/Condition Monitoring</p>
<b>Post Code : 170910 :: 01 post [UR]</b>			
<b>Position with Pay</b>	<b>Essential Educational Qualification &amp; Experience</b>	<b>Desirable Experience</b>	<b>Job Specification</b>
<p><b>Sr. Scientist</b></p> <p>Pay : Level 12 of Pay Matrix (as per 7<sup>th</sup> Central Pay Commission )</p>	<p>M.E/ M. Tech in Metallurgy with specialization in RLA/Failure Analysis/NDT Inspection with 3 years of relevant research / industrial experience in RLA/Failure Analysis/NDT Inspection having BE/B.Tech in Metallurgical Engineering</p> <p><b>OR</b></p> <p>Ph.D in Engg. in the areas of Failure Analysis / RLA having BE/B.Tech in Metallurgical Engineering</p>	<p>The candidates having experience in Technology Innovation /Applied Technology / Translational Research in the areas of RLA/Failure Analysis/NDT Inspection will be given preference.</p>	<p>The incumbent will be working in the areas of RLA/Failure Analysis/NDT Inspection</p>

Post Code : 170911:: 01 post [UR] { for CSIR-CMERI CoEFM, Ludhiana}			
Position with Pay	Essential Educational Qualification & Experience	Desirable Experience	Job Specification
<p><b>Sr. Scientist</b></p> <p>Pay : Level 12 of Pay Matrix (as per 7<sup>th</sup> Central Pay Commission )</p>	<p>M.E/ M. Tech. in Agricultural Engineering with specialization in Farm Machinery &amp; Power Engineering with 3 years of relevant research / industrial experience in the areas of Design and Prototyping of Farm Machinery having B.E./ B.Tech in Agricultural Engineering</p> <p><b>OR</b></p> <p>Ph.D in Engg. in the areas of Design and Prototyping of Farm Machinery having BE/B.Tech in Agricultural Engineering</p>	<p>The candidates having experience in Product Development / Technology Innovation /Applied Technology / Translational Research in the areas of Design and Prototyping of Farm Machinery will be given preference.</p>	<p>The incumbent will be working in the areas of Design and Prototyping of Farm Machinery</p>

**NOTE:** **Wherever PhD in Engineering or Science is not mentioned in the degree certificate, the candidates having PhD degree with B.E./B.Tech or M.E./M. Tech in engineering will be considered as PhD in Engineering.**

**General Information and Conditions:**

**1. Benefits under Council Service:**

- a. These posts carry usual allowance 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 indicated against posts, benefits such as reimbursements of Medical Expenses, Leave Travel Concession, Conveyance advance and House Building Advance are available as per rules of CSIR.
- c. Scientists in CSIR are also permitted to undertake consultancy and sponsored R&D project activities. These activities give them scope to earn consultancy fee and honorarium as per guidelines governing these activities. Opportunities also arise for foreign deputations for training/presentation of papers/specific assignments etc.
- d. CSIR provide excellent opportunities to deserving candidates for career advancement under Assessment Promotion scheme for Scientists.
- e. Deserving candidates may be considered for advance increment as per CSIR 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. They are advised to satisfy themselves before applying that they possess at least the essential qualifications laid down for various posts as on the last date of receipt of applications. No enquiry asking for advice as to eligibility will be entertained. 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. Completion of Ph.D degree will be reckoned from the date of issue of provisional certificate/notification.
- c. The application should be accompanied by self attested copies of certificates of the relevant educational qualification, experience. The prescribed qualification should have been obtained through recognized Universities / Institutions etc. **Incomplete applications / applications received and 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 is to be submitted.
- g. The date for determining the upper age limit, qualification and / or experience shall be the closing date prescribed for receipt of applications i.e. **25.01.2018.**
- 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 qualification prescribed for that Grade.**
- i. Candidate must ensure that he / she possesses educational qualification / experience in the relevant areas as required in the post, for which he/she is applying, on the last date of receipt of application.
- j. Persons with disabilities (PWD) fulfilling the eligibility conditions prescribed under GOI instructions are encouraged to apply.
- k. The posts carry usual allowances as admissible to Central Government employees as have been made applicable to CSIR employees.
- l. The posts will be governed by the New Pension Scheme applicable w.e.f. 01.01.2004 as notified by the Government of India and adopted by CSIR vide their letter No. 17/68/2001-E.II dated 23.12.2003 and other instructions issued on the subject.
- m. Only outstation candidates called and found eligible for interview will be paid to and fro single second class rail fare from the actual place of undertaking the journey or from the normal place of their residence whichever is nearer to the Railway Station of Durgapur / place of interview on production of Rail Tickets/Rail Ticket Numbers or any other proof of journey.

- n. Any discrepancy found between the information given in application and as evident in original documents will make the candidate ineligible for appearing in interview. Such candidate will not be paid any fare.
- o. The number of vacancies indicated against each Post Code is provisional and may vary at the time of selection.
- p. The decision of the CSIR-CMERI/CSIR in all matters relating to eligibility, acceptance or rejection of applications, mode of selection, conduct of examination / interview will be final and binding on the candidates.
- q. Canvassing in any form and/or bringing any influence political or otherwise will be treated as a disqualification for the post.
- r. NO INTERIM ENQUIRY OR CORRESPONDENCE WILL BE ENTERTAINED.

### 3. Relaxations:

- a. The upper age limit is relaxable up to 5 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 up to five years for the regular employees working in CSIR Laboratories/Institutes, 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 up to the age of 35 years (up to 40 years for members of Scheduled Castes and up to 38 years for members belonging to the Other Backward Classes in respect of the posts reserved for them) for widows, divorced Women and Women Judicially separated from their Husbands who are not remarried. The persons claiming age relaxation 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 remarried since.
  - II. In case of divorced Women and Women judicially separated from their 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 remarried since.
- d. Age relaxation to Person with Disabilities (PWD): Age relaxation of 10 years (15 years for SC/ST and 13 years for OBC candidates) in upper age limit shall be allowed to persons suffering from (a) blindness or low vision, (b) hearing impairment and (c) locomotor disability or cerebral palsy as per GOI instructions. The persons claiming age relaxation under this sub-para would be required to produce a certificate in prescribed proforma 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. SC/ST/OBC/PWD candidates are required to produce a copy of the certificate in the prescribed format signed by the specified authority at the time of interview. The OBC candidate should produce the certificate valid for appointment of posts under the Central Government.
- f. 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 are not likely to be available to fill up the posts.

- g. Relaxation in the upper age limit of 5 years applicable for persons who had ordinarily been domiciled in the Kashmir division of the State of J&K during the period 01-01-1980 to 31-12-1989 subject to production of a certificate from the District Magistrate in Kashmir Division within whose jurisdiction he/she had ordinarily resided or from any other authority designated in this behalf by the Government of J&K to the effect that he/she had ordinarily been domiciled in the Kashmir Division of the State of J&K during the period from 01-01-1980 to 31-12-1989.

#### 4. **Mode of Selection:**

Mere fulfillment of educational qualifications and experience does not entitle a candidate 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 experience in the relevant area over and above the minimum prescribed qualification, supported with documents. Completion of Ph.D degree will be reckoned from the date of issue of provisional certificate/notification.

- a. In the event of number of applications being large, CSIR-CMERI may adopt short listing criteria to restrict the number of candidates to be called for interview to a reasonable number by any or more of the following methods:
  - i. On the basis of higher educational qualifications than the minimum prescribed in the advertisement.
  - ii. On the basis of higher experience in the relevant field than the minimum prescribed in the advertisement.
  - iii. By holding a written Test.
  - iv. Any other methodology as deemed fit by Screening Committee.
- b. In case a candidate is staying abroad, his/her candidature may be considered in absentia by the Selection Committee on his/her written request.
- c. The screening of the candidates will be done prima facie on the basis of documents and information furnished by the candidates. If at any subsequent date it is discovered that the candidates do not fulfill the eligibility criteria, their candidature shall be cancelled without assigning any reason whatsoever.

#### 5. **How to apply:**

- a. Eligible candidates are required to apply online through our website [www.cmeri.res.in](http://www.cmeri.res.in).
- b. If a candidate does not have a valid email id, he/she should create a new valid email id before applying online.
- c. Online application will be available on our website [www.cmeri.res.in](http://www.cmeri.res.in) up to **25.01.2018**.
- d. The non-refundable application fee of `100/- where applicable may be deposited through <https://www.onlinesbi.com/prelogin/icollecthome.htm?corpID=377679> and printed copy of **e-receipt** must be enclosed with the application. The candidates belonging to SC/ST/PWD/Women/CSIR Employees/Candidates otherwise eligible but residing abroad are exempted from submission of application fee.
- e. 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.

- f. The candidate has to register with his / her name, email-id and password.
- g. After successful registration, the candidate has to login using the credentials and apply through the electronic application form. After filling-up the electronic application form, the candidate can verify / edit the application to ensure that the application is complete and correct in all aspects. After finalizing, candidate can print the application.
- h. This computer generated application (print out) duly 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, together with E-RECEIPT of the Application fees, (if applicable) should be sent in an envelope superscribed "APPLICATION FOR THE POST OF - \_\_\_\_\_ (Post Code \_\_\_\_\_)" 'Advertisement No. **09/2017**' by post to the address given below.

**The Administrative Officer  
CSIR-Central Mechanical Engineering Research Institute  
Mahatma Gandhi Avenue,  
Durgapur – 713 209 (West Bengal)**

- i. Candidates applying for more than one post must submit separate Application Form for each post indicating the Post Code No. of the post. The hard copy(s) of each application must be accompanied by separate Application Fees.
- j. Application once made will not be allowed to be withdrawn and fees once paid will neither be refunded on any count nor can it be held in reserve for any other recruitment or selection process.
- k. Applications from employees of Government Department will be considered only if forwarded through proper channel, certified by the employer that the applicant, if selected, will be relieved within one month of the receipt of the appointment orders. Vigilance Clearance should also be recorded. However, advance copy of the application may be submitted before the closing date. Applications routed through proper channel should reach CSIR-Central Mechanical Engineering Research Institute, Durgapur at the earliest.
- l. 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 the Institute.
- m. **Incomplete applications (i.e. without photograph, unsigned application, application fees, applicable testimonials in support of Date of Birth, Qualification, Experience, Caste etc.) will not be entertained and will be summarily rejected.**

**6. Following documents must be attached along with the printout of the application form:**

- a. The printed copy of e-receipt for the application fee of `100/- .
- b. Colored photograph pasted on the form and signed across in full.
- c. Self Attested photocopy of certificate proving Date of Birth.
- d. Self Attested photocopies of educational qualification (Certificates & Marks Sheets).
- e. Self Attested photocopy of caste certificate, if applicable.
- f. Self Attested photocopies of experience certificates, wherever required.

**Administrative Officer**