



सी.एस.आइ.आर - खनिज एवं पदार्थ प्रौद्योगिकी संस्थान  
CSIR - INSTITUTE OF MINERALS & MATERIALS TECHNOLOGY

वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद  
Council of Scientific & Industrial Research

भुवनेश्वर-751013, ओडिशा, भारत, Bhubaneswar-751013, Odisha, INDIA

विज्ञापन संख्या /Advertisement No.03/2020, दिनांक /Date:18.12.2020

Date of commencement of online application:	21-12-2020
Last date for closing of online application:	22-01-2021, 5.00 P.M.
Last date for receipt of hard copy application:	05-02-2021

A unique career opportunity in a premier R&D Institute

CSIR-Institute of Minerals & Materials Technology (CSIR-IMMT), Bhubaneswar, is a premier national institute of the Council of Scientific and Industrial Research (CSIR) engaged in multidisciplinary R&D for sustainable development of mineral and material resources.

Online applications are invited from bonafide eligible Indian citizens having excellent academic record, motivation, aptitude, domain knowledge, for the following positions:-

पद का नाम / Name of Post	पदों की संख्या और आरक्षण की स्थिति No. of Posts & Reservation Status	पे मैट्रिक्स में स्तर / Level in Pay Matrix	* कुल मेहनताना Total Emoluments	**Upper age Limit not exceeding (as on last date of receipt of online applications)
तकनीशियन (1) /Technician (1)	14 [SC-02, ST-03, EWS-01, UR-08]	Level-2 ₹.19900-63,200/-	₹.27936/-	28 years as on the last date of online application.

Post code-wise details of the positions:-

Post Code	Name & No. of posts, Reservation status & Age.	Pay Level, Pay Matrix & Total Emoluments	आवश्यक योग्यता Essential Qualification	नौकरी की आवश्यकता Job Requirement
201	तकनीशियन (1) <b>TECHNICIAN (1)</b> 01 post (SC) Age: 28 years	Level 2 ₹19900- 63200 ₹27,936/-	SSC/10th Standard with Science subjects with 55% marks plus ITI certificate in Electronics Mechanic or national/state trade certificate in Electronics Mechanic.	Operate & maintain various instruments and equipments.
202	तकनीशियन (1) <b>TECHNICIAN (1)</b> 01 post (UR) Age: 28 years	Level 2 ₹19900- 63200 ₹27,936/-	SSC/10th Standard with Science subjects with 55% marks plus ITI certificate in Machinist or national/state trade certificate in Machinist.	Operating Milling m/c (CNC & Universal Manual), Surface grinding, and CNC / Manual turning m/c and any other workshop related works.
203	तकनीशियन <b>TECHNICIAN (1)</b> 01 post (UR) Age: 28 years	Level 2 ₹19900- 63200 ₹27,936/-	SSC/10th Standard with Science subjects with 55% marks plus ITI certificate in Fitter or national/state trade certificate in Fitter.	Assembly & Fitting works, Mechanical maintenance works, Operating Radial drill m/c, Hydraulic Shearing m/c, Hydraulic sheet rolling m/c and any other workshop related works.
204	तकनीशियन (1) <b>TECHNICIAN (1)</b> 01 post (ST) Age: 28 years	Level 2 ₹19900- 63200 ₹27,936/-	SSC/10th Standard with Science subjects with 55% marks plus ITI certificate in Instrument Mechanic or national/state trade certificate in Instrument Mechanic.	Operation, maintenance of various equipments & assemble electronic circuit.
205	तकनीशियन (1) <b>TECHNICIAN (1)</b> 01 post (ST) Age: 28 years	Level 2 ₹19900- 63200 ₹27,936/-	SSC/10th Standard with Science subjects with 55% marks plus ITI certificate in Welder or national/state trade certificate in Welder.	Various type of welding works. Operating MIG, TIG, Plasma cutting, Gas cutting, Brazing & gas welding and any other workshop related works.

<b>206</b>	तकनीशियन (1) <b>TECHNICIAN (1)</b> 01 post (EWS) Age: 28 years	Level 2 ₹19900- 63200 ₹27,936/-	SSC/10th Standard with Science subjects with 55% marks plus ITI certificate in Carpentry or national/state trade certificate in Carpentry.	Fabrication, operation, maintenance relating to carpentry.
<b>207</b>	तकनीशियन (1) <b>TECHNICIAN (1)</b> 01 post (UR) Age: 28 years	Level 2 ₹19900- 63200 ₹27,936/-	SSC/10th Standard with Science subjects with 55% marks plus ITI certificate in Electrician or national/state trade certificate in Electrician.	Operation and maintenance of electrical equipments and other allied works.
<b>208</b>	तकनीशियन (1) <b>TECHNICIAN (1)</b> 01 post (UR) Age: 28 years	Level 2 ₹19900- 63200 ₹27,936/-	SSC/10th Standard with Science subjects with 55% marks plus ITI certificate in Information Communication Technology System Maintenance or national/state trade certificate in Information Communication Technology System Maintenance.	Operation & maintenance of ICT system and allied works.
<b>209</b>	तकनीशियन (1) <b>TECHNICIAN (1)</b> 01 post (UR) Age: 28 years	Level 2 ₹19900- 63200 ₹27,936/-	SSC/10th Standard with Science subjects with 55% marks plus ITI certificate in Refrigeration & Air-conditioning Mechanic or national/state trade certificate in Refrigeration & Air-conditioning Mechanic.	Installation, operation & maintenance of Refrigeration & Air-conditioning & Housekeeping
<b>210</b>	तकनीशियन (1) <b>TECHNICIAN (1)</b> 05 posts (SC-01, ST-01, UR-03) Age: 28 years	Level 2 ₹19900- 63200 ₹27,936/-	SSC/10th Standard with Science subjects with 55% marks plus ITI certificate in COPA (Computer Operation & Programming Assistant) or national/state trade certificate.	All computer related works, printers, operating system, application of MS Office (word, Excel, PPT etc.), preparation & management of database, Office automation, digitisation, accounting, networking, data entry, etc.

• **Out of the above positions, one post is reserved horizontally for Ex-Servicemen.**

- In addition to the job requirement as mentioned above, selected candidates are to take up any other work as and when assigned.

\* Total Emoluments means approximate total emoluments on minimum of scale including House Rent Allowance as applicable to the city of Bhubaneswar, (Odisha), India as per rules.

\*\* Upper age limit is as on the last date of submission of online application. As per rules, age relaxation of 5 years for SC and ST, 3 years for OBC is admissible. Age relaxation is also admissible to certain other categories of candidates, PWD, ESM etc. as per rules of CSIR/Govt. of India where the posts are reserved for the respective categories. Maximum Age Limit to the extent of completed years of identified casual workers service with temporary status at any CSIR/Instt., is admissible.

Abbreviations used: COPA-Computer Operation & Programming Assistant, EQ-Essential Qualification, ESM-Ex-Servicemen, EWS:-Economically Weaker Sections, NAC-National Apprenticeship Certificate, OBC-Other Backward Classes, PWD-Persons with Benchmark Disabilities, SC-Scheduled Caste, ST-Scheduled Tribe, UR-Unreserved.

1. The date for determining the upper age limit, qualification and / or experience shall be the closing date prescribed for submission of ONLINE application.

2. **Candidates are advised to apply well in advance and not wait till the last date.**

3. **Benefits under Council Service:**

a. The post carries 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 Residence Allotment Rules depending on availability in which case HRA will not be admissible.

- b. In addition to the emoluments above, benefits such as applicability of New Pension Scheme 2004, reimbursement of Medical Expenses, Leave Travel Concession, Conveyance Advance 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 & support staff as admissible as per rules.

#### **4. General Information and Conditions:**

- a. The applicant must be a citizen of India.
- b. All applicants must fulfil the essential requirements of the post and other conditions stipulated in the advertisement as on the last date for receipt of ONLINE application. The prescribed qualifications should have been obtained through Govt./recognized Institutions.
- c. Applicant must ensure that he/she possesses the essential educational qualification/experience in the relevant areas/trade as required for the post, for which he/she is applying, on the last date of submission of ONLINE application. **No enquiry asking for advice as to eligibility through email/telephone/letter will be entertained.**
- d. Applicants may note that they have to furnish the %age of marks secured by them in SSC/10<sup>th</sup> and ITI. In cases where the Boards/Institutes have awarded grades in these examinations, they have to convert the grades into equivalent % and indicate the same in the online application and submit proof thereof. Applicants who do not mention the %age of mark in HSC & ITI, their application will be treated as incomplete and thus rejected.
- e. 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.
- f. **The date for determining the upper age limit, essential qualification and /or experience shall be the closing date prescribed for submission of ONLINE application.**
- g. Persons with **Benchmark** disabilities (PWD), fulfilling the eligibility conditions prescribed under GOI instructions are encouraged to apply.
- h. The post 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.
- i. The number of vacancies indicated above is provisional and may vary at the time of selection.
- j. The decision of the Director, CSIR-IMMT/CSIR in all matters relating to eligibility, acceptance or rejection of application, mode of selection, conduct of trade test/skill test/written test/examination, venue for trade/skill test/written test and not to fill up all or any of the posts will be final and binding on the candidates and no interim inquiry or correspondence will be entertained in this connection from any individual or his/her agency.
- k. The selected incumbents will be posted in CSIR-IMMT and to perform the work as assigned from time to time. The incumbent is/are required to work in shifts/during odd hours, as and when required and he/she can be transferred to any of the Labs/Institutes/centres/field stations of CSIR-IMMT/CSIR anywhere in India.
- l. Canvassing in any form and/or bringing in any influence political or otherwise will be treated as a disqualification for the post.
- m. **NO INTERIM ENQUIRY OR CORRESPONDANCE WILL BE ENTERTAINED.**

#### **5. Relaxations:**

- a. Upper age limit is relaxable up to 05 years for SC/ST and 03 years for OBC as per Government of India orders in force only in those cases where the posts 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 / institutes, Government Departments, autonomous bodies and public sector undertakings.
- c. As per Govt. of India 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 (upto 40 years for members of Scheduled Castes/Scheduled Tribes and up to 38 years for members belonging to 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 the 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/decreed of the appropriate Court to prove the fact of divorce or 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 Persons with Benchmark Disabilities (PWD): Age relaxation of 10 years (15 years for SC/ST and 13 years for OBC candidates as per rules) in upper age limit shall be allowed to persons suffering from the following benchmark disabilities as per GOI instructions:

- (i) blindness and low vision;
- (ii) deaf and hard of hearing;
- (iii) locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy;
- (iv) autism, intellectual disability, specific learning disability and mental illness;
- (v) multiple disabilities from amongst persons under clauses (i) to (iv) including deaf-blindness.

Persons claiming age relaxation under this sub-para would be required to produce a certificate in the 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.

e. SC/ST/OBC/EWS/PWD candidates are required to produce a copy of the certificate in the prescribed format issued recently by the specified authority, as applicable. The OBC candidate should produce the certificate valid for appointment to posts under the Central Government, as applicable.

f. Persons claiming reservation under Economically Weaker Sections (EWS) are required to produce latest certificate on Income and Asset Certificate in the prescribed format issued by a Competent Authority, as applicable. The crucial date for submitting income & asset certificate by the candidate shall be the closing date for receipt of online application(s).

## 6. Mode of Selection:

(a) The prescribed essential qualifications are the minimum and mere fulfilment of educational qualifications and experience does not entitle a candidate to be called for trade/skill test/written test, as applicable. A duly constituted Screening Committee will adopt its own criteria for short-listing the candidates and only those candidates who, in the opinion of the Institute, suit the Institutional requirement, will be called for Trade/skill test/written test. The candidate should, therefore, mention in the application all the qualifications, **division, full marks, marks secured, %age marks without extra-optional beginning from 10<sup>th</sup> / SSC onwards** and experience, in the relevant area over and above the minimum prescribed qualifications, supported with documents.

(b) In the event of number of applications being large, CSIR-IMMT will adopt short listing criteria to restrict the number of candidates to be called for trade/skill test/written test, as applicable, 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 **trade** than the minimum prescribed in the advertisement.
- III. On the basis of marks obtained in the academic/trade/technical qualification.
- IV. By holding a written test by CSIR-IMMT.
- V. Any other methodology as deemed fit by the Screening Committee.

(c) The screening of the applications will be done prima facie on the basis of documents and information furnished by the candidates. If at any subsequent date it is found that the candidates do not fulfill the eligibility criteria, their candidature shall be cancelled without assigning any reason whatsoever.

(d) The mode of examination is attached herewith. Applicants shortlisted/recommended by the Screening Committee will be called for Trade test. Those who qualify in the trade test will be invited for a competitive written examination. The final merit list will be made on the basis of performance of the candidates in written examination.

(e) The trade test and written examinations can be conducted in any city or cities in India as may be decided by CSIR-IMMT.

7. **How to Apply:**

- a. Candidates are advised to read the advertisement carefully and also go through the instructions before filling up of the online application. Application once made shall 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.
- b. Eligible candidates are required to apply **ONLINE through the website of ([www.immt.res.in](http://www.immt.res.in))**. **No other mode of application** will be considered.
- c. Applicants must provide detailed information at the appropriate place in the online application regarding his/her relative, if any, working in CSIR, like name, designation, name of the CSIR-Lab, where posted, relationship with the candidate.
- d. Applications from employees of Government Departments 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-IMMT at the earliest. In case the application has not been forwarded through the present employer, then the candidate must produce 'No Objection Certificate' from the employer failing which they will not be allowed to appear in trade/skill/written test.
- e. Candidates are required to upload his/her recent passport size **scanned photograph and signature (maximum size 50 KB)** at the specified place in the online application.
- f. Candidates should keep a copy of the application print-out and payment details, if any, for their record.
- g. **A non-refundable application fee of ₹.100/- (Rupees One hundred only) as applicable is required to be paid by the candidates through SB Collect.** Candidates belonging to SC/ST/PWD categories, women candidates, CSIR employees, abroad candidates need not pay any application fee. Application without fee shall be rejected out rightly without any notice.
- h. **Procedure for ONLINE payment of Application Fee: Candidates are to log on to the State Bank Collect web page ([www.onlinesbi.com/sbicollect](http://www.onlinesbi.com/sbicollect)) then click-**  
State of Corporate / Institution = Odisha  
Type of Corporate / Institution = Govt. Department  
Govt. Department Name = IMMT  
Purpose of Payment = Application fee  
Related Department = Administration  
**Budget head = <R06713>**  
Remarks = Mention Post Code
- i. Candidates are to furnish the E-receipt SB Collect Reference No. \_\_\_\_\_, date \_\_\_\_\_ amount \_\_\_\_\_ while filling the online application form after successful e-payment through SB Collect.
- j. After submission of ONLINE application, applicants are requested to take a printout on or before the last date.
- k. The following details must be filled up on back side of the SB Collect e-receipt generated after online payment of fee **(i) Candidate's Name, (ii) Candidate's Category, (iii) Post Code Applied for.**

The printout of ONLINE APPLICATION duly signed, along with self-attested copies of certificates of educational qualifications, mark sheets, experience certificates, print-out of publications, documentary proof in support of date of birth, community/category certificate (SC/ST/OBC/EWS/PWD etc.), if applicable and e-receipt of the **application fee paid through SB Collect in an envelope superscribed, as, "Application for the Post of \_\_\_\_\_, Post Code No. \_\_\_\_\_ & Advt. No. \_\_\_\_\_ may be sent by post to**

प्रशासन नियंत्रक

CSIR- खनिज एवं पदार्थ प्रौद्योगिकी संस्थान

आचार्य विहार, पोस्ट-आईएमएमटी (पूर्व में, आरआरएल)

भुवनेश्वर-751013, (ओडिशा), भारत।

The Controller of Administration

CSIR-Institute of Minerals & Materials Technology

Acharya Vihar, Post-IMMT (Formerly, RRL)

Bhubaneswar-751013, (Odisha), India.

so as to reach on or before the **last date** indicated above for receipt of HARD COPY application. **The last date given above will be the same for the candidates belonging to the far-flung areas.**

- l. Applicants should specifically note that hard copy of application received after the stipulated closing date for any reason whatsoever (such as envelopes wrongly addressed, delivered elsewhere, postal delay, received after the specified last date, not supported by copies

of certificates, without photograph, unsigned, without application fee, testimonials, caste certificate etc.) will not be entertained and summarily rejected. Any enclosure received separately subsequent to the receipt of the application cannot be connected therewith. No representation in this regard will be entertained. Furnishing of false, incorrect, wrong information will be a disqualification.

- m. Details of **screened/scrutinised**/short-listed candidates to be called for **Trade Test/Skill Test, Written Examination**, as applicable, date of trade/skill/written test, change of date, venue, result of selection, cancellation of one or all posts, corrigendum/addendum to the advertisement / others, extension of the last date for submission/receipt of application etc. will be notified on CSIR-IMMT website. Therefore, candidates are advised to visit the website-[www.immt.res.in](http://www.immt.res.in) for latest updates.

**8. The following documents (self-attested) must be attached along with the hard copy application form sent by post:**

- Signed copy of printed online application form.
- SB Collect Receipt of ₹.100/-** as application fee, as applicable, **non-refundable**.
- SSC / 10th certificate reflecting Date of Birth.
- SSC / 10th Mark Sheet
- ITI/Trade/Apprentice Certificates & marksheets.
- Caste/Tribe/community(SC/ST/OBC)/EWS/PWD certificate, as applicable, in prescribed format as prescribed by the Govt. of India
- Certificate (s) and marksheets related to higher qualification, if any
- Experience Certificate(s), if any, clearly mentioning the period, nature of job etc.
- Other relevant certificates(s), if any.
- Valid document for Identification (viz Aadhaar Card/ Voter ID Card/ Passport/ Driving Licence etc.).
- Three colour passport size photographs, same as uploaded in the online Application (one affixed in the space provided and signed across and two properly stapled). Candidates are also advised to keep with them two more photographs of the same.
- (Note : It may be noted by the candidates that whatever ID proof is submitted, the original should be brought along with the photocopy of the same during Trade/skill Test/ Written Examination).
- No objection certificate, from the employer, if applicable.
- Any other relevant certificate/documents.

Sd/-

प्रशासन नियंत्रक/ Controller of Administration

NB:-All concerned may see the details of mode of examination attached at Annexure-A.

**अनुलग्नक / Annexure-A**



सीएसआइआर-खनिज एवं पदार्थ प्रौद्योगिकी संस्थान  
CSIR-INSTITUTE OF MINERALS AND MATERIALS TECHNOLOGY  
भुवनेश्वर / Bhubaneswar- 751013

**Mode of Examination for Technical Posts in CSIR**

**Group II(1), Technician(1)**

Mode of Examination	OMR Based or Computer Based Objective Type Multiple Choice Examination
Medium of Questions	The questions will be set both in English and Hindi except the questions on English Language.
Standard of exam.	SSC + ITI/ XIIth Standard
Total No. of Questions	150
Total Time Allotted	2 hours 30 minutes

**Paper-I (Time Allotted-1 hour)**

Subject	No. of questions	Maximum Marks	Negative Marks
Mental Ability Test*	50	100 (two marks for every correct answer)	There will be no negative marks in this paper.

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

**Paper II (Time Allotted – 30 minutes)**

Subject	No. of questions	Maximum Marks	Negative Marks
General Awareness	25	75 (three marks for every correct answer)	One negative mark for every wrong answer
English Language	25	75 (three marks for every correct answer)	One negative mark for every wrong answer

**Paper-III (Time Allotted-1 hour)**

Subject	No. of questions	Maximum Marks	Negative Marks
Concerned subject/trade	50	150 (three marks for every correct answer)	One negative mark for every wrong answer

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