

## RAMAN RESEARCH INSTITUTE

**Bengaluru 560080**

(Advt - 2/2023 – dtd 04/11/2023)

The Raman Research Institute is a premier institute engaged in research in basic sciences, funded by the Government of India, Department of Science and Technology. The Institute invites applications from eligible Indian Nationals to fill up the following vacant regular posts purely through deputation basis.

SI. No.	Name of the Post	Pay Level (As per 7 <sup>th</sup> CPC)	Vacancy
1	Administrative officer	13	01
2	Librarian	13	01
3	Personal Secretary	8	01

### Prescribed Minimum Qualification /Experience /Age:

1	Administrative Officer	<p><b>Essential:</b> Holding a Master's Degree in any discipline from a recognized university of equivalent</p> <p><b>For deputation:</b> Officials of Central Govt. Office/State Govt. Office/ University/ Recognized Research Institutes/Semi-govt., Statutory or Central Autonomous Body with the following:</p> <p>(i) Holding analogous post; or (ii) With 5 year of regular service in Pay Level-12; or (iii) With 10 years of regular service in Pay Level-11</p> <p><b>Upper Age Limit:</b> 56 years as on last date of application</p>
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2	Librarian	<p><b>Essential:</b></p> <ol style="list-style-type: none"> <li>1. Graduate in Science</li> <li>2. Postgraduate qualification in Library and Information Science. The qualification should have been achieved as a regular course</li> <li>3. 10 years' experience in a library at a reputed research/academic institute.</li> </ol> <p><b>For deputation:</b> Assistant Librarian / librarian working in the Central / State Governments/ Universities/ Recognized Research Institutions/ Semi-Government, Statutory or Autonomous Organizations in India with the following:</p> <p>(a) (i) holding analogous post; or (ii) 5 years regular service in the post in pay Level-12; or (iii) 10 years regular service in the post in pay Level-11</p> <p style="text-align: center;"><b>Upper Age Limit:</b> 56 years as on last date of application</p>
3	Personal Secretary	<p><b>Essential:</b> PA/Steno working in Central Govt. Office/State Govt. Office/ Universities/ Recognized Research Institutes/Semi-govt., Statutory or Central Autonomous Body with the following:</p> <p>(i) Holding analogous post; or (ii) with 02 years of regular service in Pay leve-7; or (iii) With 06 years of regular service in pay level-6</p> <p style="text-align: center;"><b>Upper Age Limit:</b> 56 years as on last date of application</p>

**Last date for submission of application – 04.01.2024**

**Method of Selection:** Personal Interview

**Terms and conditions:**

1. The candidate must be a citizen of India.
2. The initial period of deputation shall be 2 years.
3. The details filled-in by the applicants in the application form will be duly verified before publishing the results. If the candidates fail to provide the authentic proof for the details filled-in by them, their candidature will be summarily forfeited.
4. Date of Birth filled by the candidate in the application form and the same recorded in the Matriculation/ Secondary Examination Certificate / Birth Certificate will be accepted by the Institute for determining the age and no subsequent request for change will be considered or granted.

5. During the period of service, every employee shall be covered under CCS (Conduct) Rules and CCS (CCA) Rules etc.
6. The prescribed qualifications are the minimum required and the mere fact that a candidate possesses the same will not entitle them for being called for the interview.
7. Applicants should submit the application through proper channel, failing which, the applicant will not be allowed to appear for interview. Applicants are advised to go through all parameters indicated in this notice and satisfy themselves of their suitability with regards the age limits and essential qualifications for the posts before applying.
8. Call letters to attend the interview will be sent to the candidates only by e-mail. Candidates are required to check their registered mail frequently.
9. The Institute reserves the right to reject any application without assigning any reason. The Institute also reserves the right to cancel the advertisement/ recruitment process at any stage due to administrative reason. No correspondence will be entertained in this regard.
10. Candidates who appear for interview will be paid an amount equivalent to 2nd A/C train fares by shortest route or actual whichever is less from your place of residence to Bangalore.
11. The Institute reserves the right to verify the antecedents and documents submitted by the candidate. In case it is found that the documents submitted by the candidate are not genuine, then the services shall be terminated after due process, and disciplinary/criminal proceedings will be initiated of such candidates even after appointment.
12. The terms of deputation will be governed by DOPT OM No. 6/8/2009 – Estt (Pay II) DTD 17.06.2010 as amended from time to time
13. Courts' Jurisdiction: Any dispute in regard to this recruitment will be subject to the courts in Bangalore
14. Disqualifications: No person, (a) who has entered into, or contracted a marriage with a person having a spouse living, or (b) who, having a spouse living has entered into, or contracted a marriage with any person shall be eligible for appointment to the service provided that the Central Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for so doing, exempt any person from the operation of this rule.

**How to Apply:**

Applications as per the format given below may be sent in a sealed cover super-scribing the post applied for on the envelope to the Director, Raman Research Institute, C.V. Raman Avenue, Sadashivanagar, Bengaluru – 560080. Applications received after the last date will not be considered.

Sd/

Administrative Officer (i/c)