



भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान मोहाली

(मानव संसाधन विकास मंत्रालय का एक स्वायत्त संस्थान, भारत सरकार के अधीन)
सैक्टर -81, नॉलेज सिटी, पो. ओ. मनौली, एस. ए.एस. नगर, मोहाली, पंजाब - 140 306

INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH MOHALI
(Estd. By Ministry of Human Resource Development, Govt. of India)
Sector – 81, Knowledge City, P.O. Manauli, S.A.S. Nagar, Mohali, Punjab -140 306

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Advt. no. NF(1) 2014-15

27.06.2014

The Indian Institute of Science Education and Research (IISER) Mohali, established by the Government of India (MHRD) in 2007 to carry out research in frontier areas of Science to provide quality science education & research at the undergraduate and post graduate levels, intends to fill up the following vacancies:-

Sl.No	Post	No. of Post	Pay Band
1.	Deputy Registrar (Finance & Accounts)	01(UR)	PB-3, 15600-39100 + 7600(G.P)
2.	Assistant Registrar	01(UR)	PB-3, 15600-39100 + 5400(G.P)
3.	Veterinarian	01(UR)	PB-3, 15600-39100 + 5400(G.P) + NPA
4.	Accountant	01(UR)	PB-2, 9300-34800 + 4200 (G.P)
5.	Assistant Secutiry Officer	01(UR)	PB-2, 9300-34800 + 4200 (G.P)
6.	Technical Assistant	01(OBC)	PB-2, 9300-34800 + 4200 (G.P)
7.	Office Assistant (Multi- skill) Temporary leave/Lien vacancies	02(UR)	PB-1, 5200-20200 + 2800 (G.P)

Application form downloadable from the Institute website should be filled and submitted with all copies of certificates & testimonials along with a recent passport size photograph to the Registrar, Indian Institute of Science Education and Research Mohali, Sector- 81, Knowledge City, S.A.S. Nagar, P.O Manauli, Mohali, Punjab – 140306 by 21.07.2014 (05.00 P.M) positively along with a Bank Draft of Rs.100/- in favour of the Registrar, IISER Mohali payable at Mohali as application fee in case of General/OBC candidates. SC/ST/PD/Women candidates are exempted from payment of application fee. Reservation for PD candidates as per Government of India Rules will apply. Envelope containing the application should be superscribed with the name of the post applied for.

1. Deputy Registrar (Finance & Accounts) (UR):

Educational qualifications -

Essential - A post Graduate degree with at least 55% marks or its equivalent grade with specialization in Finance/Accounts or CA/MBA (Finance). At least 5 years of experience as Assistant Registrar or equivalent in Accounts/Finance/Audit branch in scientific organizations/Universities/Technological Institutions.

Experience/exposure to computer based accounting and audit will be preferred.

Age Limit – No age limit

2. Assistant Registrar (UR):

Educational qualifications -

Essential - Masters degree with at least 55% marks or its equivalent grade and at least 3 years of experience in the field of Admin/Academic/Finance/Audit/Stores & Purchase section (not below the scale of Rs. 9300-34800 + GP 4200).

Computer Literacy is essential.

Age Limit – No age limit

3. Veterinarian (UR):

Educational qualifications -

Essential - B.V.Sc and A.H (Bachelor of Veterinary Sciences and Animal Husbandry and

M.V.Sc (Master's Degree in Veterinary Science in any of the following disciplines viz, (Animal Genetics and Breeding, Veterinary Pathology, Veterinary Parasitology, Veterinary Immunology, Veterinary Microbiology, Veterinary Pharmacology, Veterinary Medicine) with valid Registration.

Some experience in operating and maintaining Animal House Facility in any Reputed Research Institute/Lab.

Desirable - At least 2 year's experience in the care, handling, breeding and maintenance of laboratory animals, particularly inbred strains. Preference will be given to applicants with experience with transgenics/knockout animals. This is a service position in which the incumbent will be involved in the maintenance of a modern animal house facility for biomedical research. The duties include procurement, breeding and supply of laboratory animals required for research in the institute.

Age Limit – No age limit

4. Accountant (UR):

Essential - Masters degree (with atleast 50% Marks) or Bachelors Degree (with at least 50% Marks) and having 2 years experience in accounts/stores and purchase areas.

Desirable - Working knowledge in operation of Accounting Software essential.
Experience or exposure to Central Government Accounting Procedure will be desirable.

Age Limit – 32, relaxable as per Government of India Orders for Ex-Servicemen/PD

5. Assistant Security Officer(UR):

Essential : Ex-servicemen JCO (Subedar or higher rank) Or equivalent rank in other para-military forces with minimum of 10 years experience; OR
Short Service Commissioned Officer or Asstt. Commandant from CISF/CRPF/BSF/ITBP etc. With 05 years experience.

Desirable: Good verbal & Written communication skill with knowledge of computers and modern Fire Fighting and security monitoring systems.

Age Limit – 35, relaxable as per Government of India Orders for Ex-Servicemen

6. Technical Assistant(OBC):

Essential : B.Sc. (Biology) with 2 years experience.

Age Limit – 32

7. Office Assistant (Multi-Skill) - Temporary Leave/Lien Vacancies (UR):

Essential - Bachelor's degree + 2 years relevant experience & knowledge of computer application.

Age Limit – 32

General Information:

1. The candidate must be a citizen of India.
2. Reservation for ST/SC/OBC/PD/Ex-servicemen as per Central Govt. Rules.
3. Persons employed in Govt./Semi Govt. Organizations/Autonomous Bodies should submit their applications through proper channel.
4. Degrees as referred above are those which have been awarded by a recognized University/Institution.
5. Mere fulfillment of the minimum qualification will not vest any right on a candidate for being called for written test/interview.
6. The Institute reserves the right to shortlist the candidates for written test/skill test/interview based on qualification and experience and the number of applications received.
7. Applicants desiring to apply for more than one post should send separate applications for each post with prescribed fee.
8. Incomplete application or applications without attested copies of certificates or received after the last date are liable to be rejected.
9. Relaxation of age for SC/ST, OBC_{PH} and Ex-Serviceman shall be as per Government of India Rules.
10. Grade Pay of Rs. 5400 and above are Group 'A' category posts.