



सी एस आई आर-केन्द्रीय यांत्रिक अभियांत्रिकी अनुसंधान संस्थान CSIR - CENTRAL MECHANICAL ENGINEERING RESEARCH INSTITUTE

(वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद / Council of Scientific & Industrial Research)

महात्मा गांधी एवेन्यू, दुर्गापुर – 713 209 (पश्चिम बंगाल) / Mahatma Gandhi Avenue, Durgapur - 713 209, (West Bengal)

Advertisement No. 04/2019

URL for Online Application: www.cmeri.res.in

Last Date for submission of online application: 30.09.2019 up to 5:00 PM

Last Date for Receipt of the hard copy of online application: 15.10.2019 up to 5:30 PM

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.

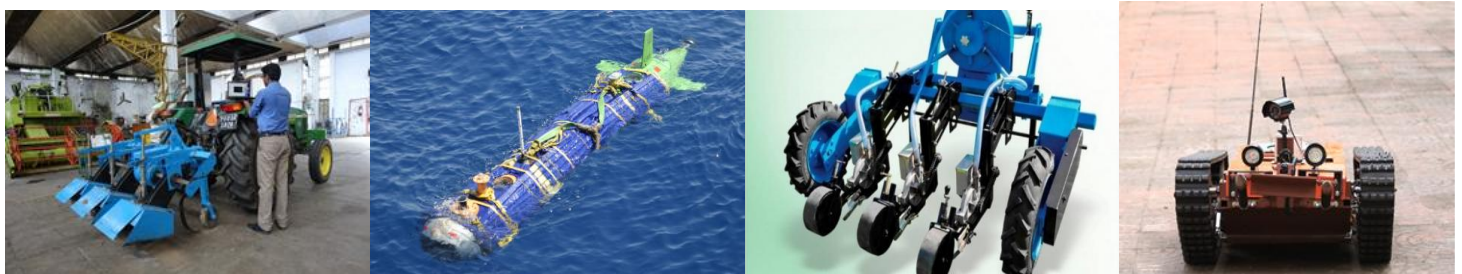
The research activities of CSIR-CMERI, Durgapur and its extension centre : Centre of Excellence for Farm Machinery (CMERI-CoEFM), Ludhiana extends over **Advanced Design and Analysis, Robotics & Automation, Advanced Manufacturing and Metrology, Near Netshape Manufacturing, Micro-Systems Technologies, NDT and Condition Monitoring, Tribology, Product and Process Design, Renewable Energy Technologies, Precision Farm Machinery and Biofuel etc.** 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 as Scientists at the Institute. The posts are primarily meant for CSIR-CMERI Hqrs at Durgapur (West Bengal) or CSIR-CMERI Centre of Excellence for Farm Machinery at Ludhiana (Punjab). However, the incumbent shall be liable to be transferred from / to the Institute Centre CSIR-CMERI CoEFM, Ludhiana and vice versa and to any of the CSIR Labs/Instts. including its centres as per the need in public interest. The eligible candidates may apply for the following positions online through the Institute website : 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	11 [SC-01, OBC-03, EWS-01, UR-06 {includes 01 post reserved for UR-PWD-OH}]	Level – 11 ₹67,700- 2,08,700	₹92,464/-	32 years
Senior Scientist	04 [UR] [Lateral Level]	Level – 12 ₹78,800- 2,09,200	₹1,04,896/-	37 years

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

** Please see age relaxation under Relaxation column.



Category – I :: Name of post : Scientist
[Entry Level Positions : 11 posts {SC-01, OBC-03, EWS -01, UR-06}]

Post Code : 190401 :: 04Posts [SC-01, OBC-01, {UR-02 (PWD-OH-01)}]				
Position with Pay	Essential Educational Qualification	Essential Experience	Desirable Experience	Job Specification
Scientist Pay : Level 11 of Pay Matrix ₹67700-208700	M.Des. in Industrial Design or ME/M. Tech. in Industrial Product Design/ System Design with BE/B.Tech. in Mechanical or Industrial or Production Engineering	---	Research/industrial experience in aesthetic design of industrial products / design & development of integrated systems for industrial products/prototypes. The candidates having experience in Product Development / Technology Innovation /Applied Technology / Translational Research in the above areas will be given preference.	The incumbent will be working in the areas of aesthetic design of industrial products / design & development of integrated systems for industrial products/prototypes
Post Code : 190402:: 02 Posts [OBC-01, UR-01]				
Position with Pay	Essential Educational Qualification	Essential Experience	Desirable Experience	Job Specification
Scientist Pay : Level 11 of Pay Matrix ₹67700-208700	ME/M. Tech. in Farm Machinery & Power with BE/B.Tech. in Mechanical or Production or Agriculture Engineering	---	Research/industrial experience in design and manufacturing of farm/agriculture machineries and working knowledge of relevant commercial software. The candidates having experience in Product Development / Technology Innovation /Applied Technology / Translational Research in the above areas will be given preference.	The incumbent will be working in the areas of design and manufacturing of farm/agriculture machineries and working knowledge of relevant commercial software
Post Code : 190403 :: 01Post [UR]				
Position with Pay	Essential Educational Qualification	Essential Experience	Desirable Experience	Job Specification
Scientist Pay : Level 11 of Pay Matrix ₹67700-208700	ME/M. Tech. in the areas of Design of Machines / Engineering & Industrial Products with BE/B.Tech. in Mechanical Engineering	---	Research/industrial experience in design and manufacturing of industrial products and working knowledge of relevant commercial software. The candidates having experience in Product Development / Technology Innovation /Applied Technology / Translational Research in the above areas will be given preference.	The incumbent will be working in the areas of design and manufacturing of industrial products and working knowledge of relevant commercial software
Post Code : 190404 :: 01Post [UR]				
Position with Pay	Essential Educational Qualification	Essential Experience	Desirable Experience	Job Specification
Scientist Pay : Level 11 of Pay Matrix ₹67700-208700	ME/ M. Tech in Power Electronics & Machine Drives with BE/B.Tech. degree in Electrical Engineering	---	Research/industrial experience in design and development of power electronic converters, motor drives etc. The candidates having experience in Product Development / Technology Innovation /Applied Technology / Translational Research in the above areas will be given preference.	The incumbent will be working in the areas of design and development of power electronic converters, motor drives etc.

Post Code : 190405 :: 01 Post [UR]				
Position with Pay	Essential Educational Qualification	Essential Experience	Desirable Experience	Job Specification
Scientist Pay : Level 11 of Pay Matrix ₹67700-208700	ME/M.Tech. in Material Science / Chemical Engineering / Rubber Technology with BE/B.Tech. in Chemical Engineering/ Rubber Technology /M.Sc. in Chemical Sciences / M.Sc in Material Science. OR PhD (submitted) in Engg. / Science in the areas of Chemical Science / Chemical Engg. / Rubber Technology / Polymer Science / Materials Science with BE/B.Tech. in Chemical Engineering / Rubber Technology / M.Sc. in Chemical Sciences / M.Sc in Material Science.	---	Research/industrial experience in Energy Materials / Composite Materials / Functional Materials development, characterization, and applications. The candidates having experience in Product Development / Technology Innovation /Applied Technology / Translational Research in the above areas will be given preference.	The incumbent will be working in the areas of Energy Materials / Composite Materials / Functional Materials development, characterization and applications
Post Code : 190406 :: 01 Post [EWS]				
Position with Pay	Essential Educational Qualification	Essential Experience	Desirable Experience	Job Specification
Scientist Pay : Level 11 of Pay Matrix ₹67700-208700	ME / M. Tech. in Chemical Engineering with BE/B.Tech in Chemical Engg. OR PhD (submitted) in the area of Chemical Engg. with BE/B.Tech in Chemical Engg	---	The candidates having experience in Product Development / Technology Innovation /Applied Technology / Translational Research in the areas Chemical Reactor Designing / Scalable Synthesis of Nanomaterials / Air Pollution Monitoring and Assessment of will be given preference.	The incumbent will be working in the areas of Chemical Reactor Designing / Scalable Synthesis of Nanomaterials / Air Pollution Monitoring and Assessment
Post Code : 190407 :: 01 Post [OBC]				
Position with Pay	Essential Educational Qualification	Essential Experience	Desirable Experience	Job Specification
Scientist Pay : Level 11 of Pay Matrix ₹67700-208700	ME / M. Tech. in Chemical Engineering with BE/B.Tech in Chemical Engg. OR PhD (submitted) in the areas of Water and Wastewater treatment/purification/ and related Waste disposal/management with BE/B.Tech in Chemical Engg	---	The candidates having experience in Product Development / Technology Innovation /Applied Technology / Translational Research in the areas of Water and Wastewater treatment/purification/ and related Waste disposal/management will be given preference.	The incumbent will be working in the areas of Water and Wastewater treatment/purification/ and related Waste disposal/management

Category – II :: Name of post : Sr. Scientist
[Lateral Entry Level Positions : 04 posts (UR)]

Post Code : 190408:: 02Posts [UR]				
Position with Pay	Essential Educational Qualification	Essential Experience	Desirable Experience	Job Specification
Sr. Scientist Pay : Level 12 of Pay Matrix ₹78800-209200	M.Des. /ME/M. Tech. having BE/B. Tech. in Mechanical or Industrial or Production Engineering	03 years' research/industrial experience in Industrial Ergonomics / Sustainable or Green Design / Aesthetic Design.	Aesthetic Design of industrial products/prototypes related to mechanical and allied industries. The candidates having experience in Product Development / Technology Innovation /Applied Technology / Translational Research in the above areas will be given preference.	The incumbent will be working in the areas of Aesthetic Design of industrial products/prototypes related to mechanical and allied industries
	OR			
	PhD in Engineering with PhD work in the areas of Industrial Ergonomics / Sustainable or Green Design / Aesthetic Design only will be considered provided the topic reflects the same. Candidates must be having BE/B.Tech. degree in Mechanical or Industrial or Production Engineering			
Post Code : 190409:: 01Post [UR]				
Position with Pay	Essential Educational Qualification	Essential Experience	Desirable Experience	Job Specification
Sr. Scientist Pay : Level 12 of Pay Matrix ₹78800-209200	ME/M. Tech. having BE/B. Tech. in Mechanical or Industrial or Production Engineering	03 years' research/industrial experience in the areas of Work System Design / Production Planning and Inventory Control / System Modelling and Analysis / Advanced Decision Modelling.	The candidates having experience in Product Development / Technology Innovation /Applied Technology / Translational Research in the areas of Work System Design / Production Planning and Inventory Control / System Modelling and Analysis / Advanced Decision Modelling will be given preference.	The incumbent will be working in the areas of Work System Design / Production Planning and Inventory Control / System Modelling and Analysis / Advanced Decision Modelling
	OR			
	PhD in Engineering with PhD work in the area of Work System Design / Production Planning and Inventory Control / System Modelling and Analysis / Advanced Decision Modelling only will be considered provided the topic reflects the same. Candidates must be having BE/B.Tech. degree in Mechanical or Industrial or Production Engineering			
Post Code : 190410 :: 01Post [UR]				
Position with Pay	Essential Educational Qualification	Essential Experience	Desirable Experience	Job Specification
Sr. Scientist Pay : Level 12 of Pay Matrix ₹78800-209200	ME/M. Tech having BE/B. Tech. in Mechanical Engineering	03 years' research/industrial experience in the areas of design and/ or development of Hydraulic and/ or Pneumatic Components /Systems.	Working knowledge of relevant commercial software like MATLAB, AMESIM etc. Candidates with experience in design of aircraft components will be preferred. The candidates having experience in Product Development / Technology Innovation /Applied Technology / Translational Research in the above areas will be given preference.	The incumbent will be working in the areas of design and/ or development of Hydraulic and/ or Pneumatic Components /Systems
	OR			
	PhD in Engineering with PhD work in the areas of design and/ or development of Hydraulic and/ or Pneumatic Components /Systems only will be considered provided the topic reflects the same. Candidates must be having BE/B.Tech. degree in Mechanical Engineering			

NOTE:

- i) 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 Ph.D in Engineering.
- ii) Wherever BE/B.Tech degree is required, it must be either full time four years course OR B.Sc (Engg.) having four years full time course by a recognized University in the relevant area / discipline.

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 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 extant 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 online. 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. **30.09.2019.**
- 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 Benchmark 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 05 years for SC/ST and 03 years for OBC as per Government of India 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 as per CSIR/GOI guidelines.
- 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 Benchmark Disabilities (PWD): Age relaxation of 10 years {15 years for Scheduled Caste (SC)/ Scheduled Tribe (ST) and 13 years for Other Backward Class (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 (a) to (d) including deaf-blindness.*

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/EWS (Economically Weaker Sections)** candidates are required to produce a copy of the relevant certificate in the prescribed format signed by the specified authority along with their hard copy of application form. The OBC candidate should produce the certificate valid for appointment of posts under the **Central Government**. The format of these certificates as prescribed by the GoI are also available on the Institute website.
- 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 of insufficient response from candidates for a particular post or posts, the decision of the Institute regarding cancellation of that post(s) will be final and binding upon the candidates.
- c. Due weightage will be given to the candidates having experience in product development / technology innovation / translational research/Applied technology etc. during the screening and selection process. Accordingly, candidates claiming such achievements, if any, have to furnish the same in the prescribed proforma available on the Institute website.
- d. In case a candidate is staying abroad, his/her candidature may be considered in absentia by the Selection Committee on his/her written request.
- e. 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.
- f. Wherever specific area / discipline have been prescribed as the essential eligibility criteria for the post, the candidates must substantiate their claims in this regard with valid proof. In case the required area / discipline has not been mentioned in a candidate's Marks Sheet and/ or Degree / Certificate awarded by the concerned University, the decision of the Screening Committee regarding acceptance or rejection of such claims would be final and binding upon the candidates.
- g. Candidates claiming for a particular experience in their application form should preferably furnish the relevant claims of experience from their employer in the format as prescribed by the Institute. The decision of the Screening Committee regarding consideration of the claims of experience furnished by the candidates other than in the said format and only in case substantiated with the relevant documentary proof would be final and binding upon the candidates.

5. **How to apply:**

- a) Eligible candidates are required to apply ONLINE through our website <http://www.cmeri.res.in>. No other mode of application will be considered.
- b) Candidates are advised to go through the instructions for online filling of the application carefully.
- c) Candidates are required to fill up and complete all the columns of the online application form without skipping any field. In case a candidate does not wish to fill up a particular column, he / she should mention 'Nil' against that field.
- d) Online Application will be available on CSIR-CMERI website www.cmeri.res.in. **(Opens on 05-09-2019 from 09.30 a.m. and Closes on 30.09.2019 at 05.00 p.m.** It is mandatory to take the print out of the successfully submitted online application form, sign the same and attach the self attested mandatory documents {As mentioned in SI No 6, as applicable}. The print out of the application along with the relevant documents must reach CSIR-CMERI on or before **15.10.2019**.
- e) A non-refundable application fee of Rs. 100/- (one Hundred) only wherever applicable may be deposited online through State Bank of India (SBI) Collect website, the link of which is provided on the Institute website and printed copy of e-receipt of the same must be enclosed with the application. The candidates belonging to SC/ST/PWD/Ex-Servicemen/Women/CSIR Employees/Candidates otherwise eligible but residing abroad are exempted from submission of application fee. Fee must be paid within the last date of online application i.e. 30.09.2019. Any fee received beyond the above last date will not be considered by the Institute and candidature of such candidates would not be entertained.
- f) Candidate are required to upload his/her recent passport size scanned photograph (max size 150 KB) at the specified place in the online application.
- g) In case of Universities/Institute awarding CGPA/SGPA/OGPA grades etc., candidates are required to convert the same into percentage based on the formula as per their University/Institute. Details are to be mentioned by the candidates at the appropriate place in the online application format, while submitting the same.
- h) Candidates should keep a copy of the application print-out and payment details, if any, for their record. Print-out of Application and payment details will not be available after 05.00 p.m. on the last date of online Application i.e. **30.09.2019**.
- i) Application once made will not be allowed to be withdrawn and fee once paid will not be refunded on any count nor can it be held in reserve for any other recruitment or selection process.
- j) Any change/edit in the application form after the finally submission of the online application will not be considered by the Institute.
- k) Only a single application will be entertained from each candidate for each postcode. IN CASE A CANDIDATE SUBMITS MULTIPLE ONLINE APPLICATIONS FOR A SINGLE POSTCODE WITH DIFFERENT REGISTRATION NUMBERS AND/OR WITH DIFFERENT EMAIL IDS, ONLY THE LATEST COMPLETED APPLICATION WILL BE CONSIDERED.
- l) A candidate can apply for multiple Post Codes subject to fulfilling all eligibility criterion attached to each individual Post Code. The candidate needs to submit the primary/registration details only once in online application even while applying for more than one post code. However, candidate needs to fill the application (except primary/registration details) again and pay the application fee separately for each Post Code.
- m) The print out of the successfully submitted online Application duly signed must be accompanied by self attested copies of the certificates, mark sheets, testimonials in support of age, education qualifications, experience and caste certificate, certificate to be produced by EWS candidates, if applicable, (as mentioned in SI No 6 below) 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. 04/2019'** by post to the address given below, separately for each post code, in case a candidate applies for multiple post codes.

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

- n) 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.
- o) **Incomplete applications (i.e. Printout of the complete online application form, without photograph, unsigned, without application fee, if applicable, and without the attachments as mentioned under point 6 below etc.) will not be entertained and are liable to be summarily rejected.**
- p) **Receipt of hard copy of application along with relevant documents of the candidates within the stipulated date i.e. 15-10-2019 is essential** failing which their candidature will not be considered by this Institute.
- q) 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.
- r) 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. Further, such candidates, when shortlisted for interview, will be required invariably to furnish a clear 'No Objection Certificate' from their employer failing which **they will not be allowed for interview**.
- s) Candidates claiming of their involvement in Product Development / Technology Innovation / Translational Research/Applied Technology etc. in their application have to substantiate their claim sufficiently. Therefore, all such candidates must furnish the requisite information in the prescribed format available on Institute website as Annexure – I duly authenticated by the Competent Authority failing which no weightage would be given to the candidates for such claims.

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) Self Attested photocopy of certificate proving Date of Birth (Matriculation Certificate).
- c) Self Attested photocopies of educational qualification i.e. Certificates & Marks Sheets of each semester, coursework etc.
- d) Self Attested photocopies of experience certificates, wherever required in the prescribed format. Copy of relevant document to substantiate the experience claimed.
- e) Conversion formula of CGPA/SGPA/OGPA/DGPA/CPI grades etc into percentage, issued by the University
- f) Self Attested photocopy of Caste certificate / EWS certificate, if applicable in the prescribed proforma.
- g) Particulars of Product / Technology Development / Innovation etc. in the prescribed format (Annexure – I) duly authenticated by the concerned authority.
- h) Any other document in support of the claim made in the application, as applicable.

Administrative Officer