

Government of India  
Department of Atomic Energy  
**Indira Gandhi Centre for Atomic Research**

Kalpakkam – 603 102.

**ADVERTISEMENT NO.2/2014**

**LAST DATE FOR RECEIPT OF APPLICATION: 30<sup>TH</sup> SEPTEMBER 2014**

Applications are invited for appointment to the following posts:

**I. TECHNICAL POSTS:**

SCIENTIFIC ASSISTANT- B											
S.No.	Code	Discipline	Essential Qualification								No. of Posts
01.	SA-01	Civil*	Diploma in Civil Engineering (Three years after SSC) with minimum 60% marks								08
02.	SA-02	Architecture*	Diploma in Architectural Engineering (Three years after SSC) with minimum 60% marks								01
03.	SA-03	Mechanical	Diploma in Mechanical Engineering (Three years after SSC) with minimum 60% marks								04
04.	SA-04	Electrical	Diploma in Electrical Engineering (Three years after SSC) with minimum 60% marks								04
05.	SA-05	Industrial Safety	B.Sc. with minimum 60% marks plus one year diploma/certificate course in Industrial Safety								02
Posts in Civil and Architecture discipline have been identified for Persons With Disabilities. Reservation of posts for various categories will be as indicated below.											
SC	02	ST	01	OBC	05	PH	02	UR	09	TOTAL	19

**II. ADMINISTRATIVE POSTS**

S.No.	Code	Name of the post	Essential Qualification		No. of Posts
01.	ADM-01	Upper Division Clerk	(i)	A degree in Arts, Science or Commerce of recognized University or equivalent with an aggregate of 50% marks.	05 (OBC-01; UR-04)
			(ii)	Desirable minimum speed of 30 words per minute in typewriting in English.	
			(iii)	Knowledge of computer data processing	

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### III. AUXILIARY POST

S.No.	Code	Name of the post	Essential Qualification		No. of Posts
01.	AUX-03	Driver (Ordinary Grade)	(i)	Pass in SSC (Matriculation) or equivalent	02 (UR-02)
			(ii)	Must hold a clean and valid driving licence to drive heavy vehicle and three years experience in driving light vehicle/ heavy vehicle.	

### **Emoluments:**

The Pay Band, Grade Pay and total emoluments will be as below:

Post	Pay Band	Grade Pay	Total emoluments including dearness allowance
Scientific Assistant-B	Rs.9300 - 34800	Rs.4200	Rs.27,000
Upper Division Clerk	Rs.5200 - 20200	Rs.2400	Rs.19,820
Driver (Ordinary Grade)	Rs.5200 - 20200	Rs.1900	Rs.15,460

02. Applications are also invited for recruitment, training and absorption of Stipendiary Trainees Category – II as per the details given below:

STIPENDIARY TRAINEE CATEGORY - II				
S.No.	Code	Trade	Essential Qualification	No. of posts
01.	ST-01	Draughtsman * (Civil)	Minimum 60% marks in HSC or SSC with Science and Maths subjects and ITI Civil Draughtsman Trade Certificate	03
02.	ST-02	Mason	Minimum 60% marks in HSC or SSC with Science and Maths subjects and ITI Masonry Trade Certificate	06
03.	ST-03	Carpenter	Minimum 60% marks in HSC or SSC with Science and Maths subjects and ITI Carpentry Trade Certificate	03
04.	ST-04	Plumber	Minimum 60% marks in HSC or SSC with Science and Maths subjects and ITI Plumbing Trade Certificate	02
05.	ST-05	Electrician	Minimum 60% marks in HSC or SSC with Science and Maths subjects and ITI Electrician Trade Certificate	11

S.No.	Code	Trade	Essential Qualification	No. of posts
06.	ST-06	Electrician	Minimum 60% marks in HSC or SSC with Science and Maths subjects and ITI Electrician Trade Certificate  <b>Candidates having a minimum of two years of experience in operation and maintenance of LT &amp; HT electrical installation or electrical construction experience in building substation electrification will be given preference.</b>	04
07.	ST-07	Welder	Minimum 60% marks in HSC or SSC with Science and Maths subjects and ITI Welder Trade Certificate	03
08.	ST-08	Refrigeration and Air-conditioning*	Minimum 60% marks in HSC or SSC with Science and Maths subjects and ITI Refrigeration and Air-conditioning Mechanic Trade Certificate	04
09.	ST-09	Sanitary Inspector	Minimum 60% marks in HSC or SSC with good communication skills and ITI Health and Sanitary Inspector Trade Certificate	02
10.	ST-10	Laboratory Assistant*	Minimum 60% marks in SSC with Science and Maths subjects and ITI Laboratory Assistant (Chemical Plant)/Chemical Laboratory Assistant Trade Certificate  <b>OR</b>  Minimum 60% marks in HSC (Science stream) with Physics, Chemistry and Mathematics as subjects	12
11.	ST-11	Instrument Mechanic*	Minimum 60% marks in HSC or SSC with Science and Maths subjects and ITI Instrument Mechanic Trade Certificate	02
12.	ST-12	Electronics Mechanic*	Minimum 60% marks in HSC or SSC with Science and Maths subjects and ITI Electronics Mechanic Trade Certificate	01
13.	ST-13	Fitter	Minimum 60% marks in HSC or SSC with Science and Maths subjects and ITI Fitter Trade Certificate	01
14.	ST-14	Fitter	Minimum 60% marks in HSC or SSC with Science and Maths subjects and ITI Fitter Trade Certificate.  <b>Candidates having a minimum of two years of experience in fabrication of pressure vessels meeting the ASME codes and precision components will be given preference</b>	01

S.No.	Code	Trade	Essential Qualification	No. of posts					
15.	ST-15	Fitter	Minimum 60% marks in HSC or SSC with Science and Maths subjects and ITI Fitter Trade Certificate.  <b>Candidates having a minimum of three years of experience in NDT Level-I(Certified as per IS-13805) in any two methods will be given preference</b>	02					
16.	ST-16	Mill Wright Fitter	Minimum 60% marks in HSC or SSC with Science and Maths subjects and ITI Fitter (Mill Wright maintenance) Trade Certificate.	11					
17.	ST-17	Chemical Plant Operator	Minimum 60% marks SSC with Science and Maths subjects and ITI Attendant Operator (Chemical Plant) Trade Certificate.  <b>OR</b>  Minimum 60% marks in HSC (Science stream) with Physics, Chemistry and Mathematics as subjects	08					
18.	ST-18	Library Assistant*	Minimum 60% marks in HSC with Science and Maths subjects and ITI Library Assistant (Library and Information Science) Trade Certificate.	02					
<b>Posts in Draughtsman (Civil), Refrigeration &amp; Air-conditioning, Laboratory Assistant, Instrument Mechanic, Electronics Mechanic and Library Assistant trades have been identified for Persons With Disabilities. Reservation of posts for various categories will be as indicated below</b>									
<b>SC</b>	<b>4</b>	<b>OBC</b>	<b>59</b>	<b>PH</b>	<b>13</b>	<b>UR</b>	<b>2</b>	<b>TOTAL</b>	<b>78</b>

<b>STIPEND PAYABLE FOR STIPENDIARY TRAINEES</b>		
Stipendiary Trainee Category – II	First year of Training	Rs.6200/= per month
	Second year of Training	Rs.7200/= per month

03. Stipendiary Trainees Category-II will have to undergo a training of two years' duration. The training programme will comprise of six months theoretical (class room) training and 18 months of on the job training. On successful completion of training, the Stipendiary Trainee Category-II shall be absorbed in the following posts:

Position	Pay Band	Grade Pay	Total emoluments including dearness allowance
Technician-B (With or without advance increments)	Rs.5200-20200	Rs.2000	Rs.16,920
Technician-C	Rs.5200-20200	Rs.2400	Rs.19,820

**GENERAL CONDITIONS FOR THE INFORMATION OF APPLICANTS**

**1. AGE LIMIT for various posts:**

Name of the post	Prescribed age limit
Scientific Assistant-B	Between 18 to 30 years
Upper Division Clerk	Between 18 to 27 years
Driver (Ordinary Grade)	Between 18 to 27 years

The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India.

**2. AGE LIMIT FOR STIPENDIARY TRAINEE CATEGORY- II:**

Between 18 to 22 years. The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India.

**Age relaxation admissible to different categories of candidates is given below:**

Category of candidates	Extent of relaxation in the upper age limit	Conditions for grant of relaxation in the upper age limit
SC/ST	Five years	Caste certificate should be issued by authorized authority in the prescribed format and the community should have been included in the Presidential Orders in relation to the concerned state
OBC	Three years	Caste certificate should be issued by authorized authority in the format applicable to Central Government employment with non-creamy layer certificate and the community should have been included in the Central lists of Other Backward Class
Ex-servicemen	Period of Military service plus 3 years	“Ex-servicemen” means a person, who has served in any rank (whether as a combatant or an non-combatant), in the Armed Forces of the Union, including the Armed Forces of the former Indian States, but excluding the Assam Rifles, Defence Security Corps, General Reserve Engineering Force, Lok Sahayak Sena and Territorial Army, for a continuous period of not less than six months after attestation, and (i) has been released, otherwise than at his own request or by way of dismissal or discharge on account of misconduct or inefficiency, or has been transferred to the reserve pending such release, or (iii) has been released at his own request after completing five years service in the Armed Forces of the Union.
Children/ family members of those who died in the 1984 riots	Five years	Proof to the effect that they have been affected by 1984 riots should be furnished.

Category of candidates	Extent of relaxation in the upper age limit	Conditions for grant of relaxation in the upper age limit
Persons domiciled in Kashmir Division of Jammu & Kashmir	Five years	<p>Admissible to all persons who had <b>ordinarily been domiciled in Kashmir division</b> of the state of Jammu &amp; Kashmir during the period from 1<sup>st</sup> day of January 1980 to 31<sup>st</sup> day of December, 1989 provided that the relaxation in the upper age limit for appearing at any examination shall be subject to the maximum number of chances permissible under the relevant rules.</p> <p><b><u>Certificate regarding proof of residence -</u></b></p> <p>Any person intending to avail of this relaxation of age limit admissible under Rule 3 of Residents of the State of Jammu and Kashmir (Relaxation of Upper Age Limit for Recruitment to Central Civil Services and Posts) Rules, 1997, shall submit a certificate from:</p> <p>a) the District Magistrate in the Kashmir division within whose jurisdiction he had ordinarily resided;</p> <p>or</p> <p>b) any other authority designated in this behalf by the government of Jammu &amp; Kashmir to the effect that he had ordinarily been domiciled in the Kashmir division of the state of Jammu &amp; Kashmir during the period from the 1<sup>st</sup> day of January, 1980 to the 31<sup>st</sup> day of December, 1989.</p>
Departmental Candidates	Up to 40 years of age (45 years for SC/ST)	Should have rendered not less than 3 years continuous/regular service in the same or allied cadre

3. Before applying, the candidate should ensure that he/she fulfills all the eligibility conditions mentioned in advertisement. Candidates should ensure that they fill in the correct information. The candidate would be admitted to various stages of the recruitment process based on the information furnished by the candidate in his/her application. Only a summary scrutiny of the application would be made before the final stage of the recruitment process and detailed scrutiny of the eligibility of the candidate would be done only at the final stage of the recruitment process. As such, the candidature of the applicant shall remain provisional till detailed scrutiny is undertaken and the candidate is found eligible in all respect. IGCAR would be at liberty to reject any application at any stage of the recruitment process if the candidate is found ineligible for the post or if it comes to notice that the candidate has furnished false information. The decision of IGCAR shall be final in deciding the eligibility of the candidate. The mere fact that a call letter has been issued to the candidate and allowed to appear in a written/skill test/interview will not imply that his/her candidature has been finally cleared or that entries made by the candidate in his/her application have been accepted as true and correct.

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#### 4. **METHOD OF SELECTION**

(a) **For the post of Scientific Assistant-B:**

The recruitment shall comprise of two stages – Written Examination followed by Personal Interview. Eligible candidates shall be required to appear in the written test (objective type). The question paper for the written examination shall be such as to test the candidates' understanding of the subject. Marks scored in the written test will not have any weightage for selection of candidates through interview. Only those candidates who qualify in the written examination will be called for personal interview.

(b) **For the post of Stipendiary Trainee - CAT- II:**

The recruitment shall comprise of three stages – Written Examination, Trade Test and Personal Interview. The written examination shall be in Maths, Physics, Chemistry of X<sup>th</sup> level and the respective trades of ITI level in the form of an objective type paper. If need be trade test may be obviated for some disciplines in which case the decision of the Centre shall be final.

Marks scored in the written test will not have any weightage for selection of candidates through interview. Only those candidates who qualify in the written examination will be called for personal interview.

(c) **For the post of Upper Division Clerk:**

The recruitment shall comprise of two stages – Written Examination and Personal Interview. Written examination shall comprise of two papers of one and half hour duration each. Paper – I: General English; and Paper – II: Elementary Arithmetic and General Knowledge. Only those candidates who qualify in the written examination will be called for personal interview.

(d) **For the post of Driver Ordinary Grade:**

The recruitment shall comprise of three stages – Written Examination, skill/trade test and Personal Interview. The written examination shall be based on traffic rules and regulations, traffic signs, basic knowledge about automobiles and their engines, in the form of an objective type paper. Only those candidates who qualify in the written examination will be called for trade test/personal interview.

5. Written test/Interview will be held at IGCAR, Kalpakkam. Only SC/ST candidates called for interview from out-stations are eligible for reimbursement of to & fro Sleeper Class rail fare by shortest route on production of rail/bus tickets provided they are not working under any Central/State Govt./Public Sector Undertakings/Corporations/Local Govt./Panchayats etc.

The tentative schedule for the selection process will be as indicated below:

Date of Written Examination	3 <sup>rd</sup> week of November 2014
Date of Skill Test/Interview	2 <sup>nd</sup> Week of December 2014

6. More vacancies may also be filled through this advertisement. The vacancies mentioned above are provisional and subject to variation. Filling up of the vacancies indicated in the advertisement is subject to the approval of Competent Authority and may not be filled up if decided otherwise, depending upon the policy of the government.

7. Candidates selected against this advertisement are likely to be posted at Kalpakkam but they are liable to serve in any of the constituent units of the Department of Atomic Energy in India.

### **HOW TO APPLY**

1. Single copy of the application should be submitted in the proforma given in the advertisement, preferably typewritten on A4 size paper.
2. The outer cover should be superscribed with the words.

APPLICATION FOR THE POST	CODE	POSITION

3. **PHOTOGRAPH** : A recent passport size self attested photograph should be affixed on the right hand top corner of the original application.

4. **COPIES OF CERTIFICATES** :

Candidates should submit along with their application attested copies (SINGLE copy only) of marksheets/certificates of:

- a) Educational qualification and technical qualification
- b) Date of birth (Only SSC/Matriculation/HSC certificate, birth certificate will be accepted as proof of date of birth)
- c) Their Claim that they belong to SC/ST/OBC/EXM
- d) Proof of document for claiming age relaxation under category other than the above category



5. (a) Persons working under the Central/State Govt./Public Sector Undertakings should submit their applications through proper channel. They may however, send one advance copy of the application along with enclosures as detailed above to the address given below. **They are also required to bring No Objection Certificate from the employer at the time of appearing for Interview.**

(b) Completed application should be sent to the following address:

<p style="text-align: center;"><b>Administrative Officer – III (R &amp; SR), INDIRA GANDHI CENTRE FOR ATOMIC RESEARCH, DEPARTMENT OF ATOMIC ENERGY, KALPAKKAM - 603102</b></p>
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6. **WARNING:** Applications which are not in conformity with the requirement indicated in the advertisement, eg. application which are not in the prescribed form, not accompanied by the attested xerox/photo copies of certificates, etc. are liable to be rejected.
7. Mere fulfillment of requirement by itself as laid down in the advertisement does not qualify a candidate for written examination/interview.
8. No correspondence will be entertained from candidates with regard to non-receipt of postal communications or not called/not selected for different stages of selection process / appointment.
9. **CANVASSING IN ANY FORM WILL BE A DISQUALIFICATION.**
10. **"GOVERNMENT STRIVES TO HAVE A WORKFORCE WHICH REFLECTS GENDER BALANCE AND WOMEN CANDIDATES ARE ENCOURAGED TO APPLY"**

INDIRA GANDHI CENTRE FOR ATOMIC RESEARCH, KALPAKKAM

For office use only

Application No \_\_\_\_\_

APPLICATION FORM

Affix Passport size  
Photograph duly  
signed by  
candidate

Put “X” in the appropriate box

1. Advertisement No. : 2/2014

2. Name of the Post : 

Post	Code

3. Name (In block Letters) : 


4. Permanent address and address for correspondence:

Address for correspondence with pin code		Permanent Address with pin code	
Pin Code:		Pin Code :	
Phone No.:			
Mobile No.			
E-mail ID :			

5. Date of Birth ( As per SSC Certificate) : 

D	D	M	M	Y	Y	Y	Y

6. Nationality :

7. Gender : 

Male	Female

8. Marital status : 

Married	Unmarried

9. Religion 

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10. Whether belongs to Minority Community  
[Muslim/Christian/Sikh/any other (Please specify)] 

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11. Whether belongs to : 

SC		ST		OBC		GN	
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Please specify Sub Caste 

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12. Were you domiciled in Kashmir Division of the State of Jammu & Kashmir during the period from 01.01.1980 to 31.12.1989?  
If yes, please attach the relevant documents 

Yes		No	
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13. Are you a family member of those who died in 1984 riots? If yes, please attach the relevant documents 

Yes		No	
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14. Are you a Central Govt. Civilian employee. If yes, please attach necessary certificates 

Yes		No	
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15. Are you Ex- Serviceman? If yes, please attach discharge certificate 

Yes		No	
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16. Educational qualifications:  
(Beginning with SSC onwards)

Examination	University/Board/ Institution	Year of passing/ appearing	Details of Marks		
			Max. Marks	Marks obtained	Percentage of Marks

17. Details of relatives employed in DAE or its constituent units.

S.No	Name	Relationship	Unit	Post

18. Are you in receipt of any scholarship from the Department of Atomic Energy? If so, please furnish particulars.

19. Are you under any contractual obligation to serve the Central/State government/ any other Public Undertaking/Autonomous Bodies? If so, please furnish full details.

20. Whether the applicant has ever served in Central or state Government or any other organisation and is in receipt of any pension, gratuity or employer's share to the Provident Fund?

21. Any other information you may wish to add

22. Name and address of not less than two persons to whom a reference can be made, if required	
1.	2.

**DECLARATION**

I hereby declare that the above information are factually correct to the best of my knowledge. I also understand that I will be disqualified if any of the information furnished by me is found to be incorrect.

Place : \_\_\_\_\_

Signature of the candidate

Date : \_\_\_\_\_

Name \_\_\_\_\_

**CHECK LIST FOR THE CANDIDATES (TO BE ATTACHED TO THE APPLICATION)**

**(Put X in the Boxes applicable)**

01. Copy of application completed and attached

☐
02. Photograph affixed on the application

☐
03. Application signed

☐
04. Attested copy of each of the following certificates is attached

☐
- (a) Proof of date of birth

☐
- (b) Caste Certificate

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- (c) Educational and professional qualification (Mark list/Board/Degree certificate is attached)

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- (d) Domicile certificate if domiciled in Kashmir Division of the State of Jammu & Kashmir, if applicable

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- (e) Relevant document if a family member of those who died in 1984 riots, if applicable

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- (f) Discharge certificate from Defence Service, if applicable

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Place: \_\_\_\_\_

(Signature of the Candidate)

Date: \_\_\_\_\_