



CSIR-NATIONAL CHEMICAL LABORATORY
(Council of Scientific and Industrial Research)
Dr. Homi Bhabha Road, Pune-411 008
Maharashtra State.

Advertisement no 2/2012 [ABSTRACT]

Last Date for Receipt of On line application 3rd November 2012.

A unique opportunity for research careers in Science & Technology

The Council of Scientific and Industrial Research(CSIR) is an autonomous organization under the Ministry of Science & Technology, Government of India. It is amongst the foremost scientific and industrial research set-ups in the world, having state-of-the-art infrastructure and scientific and technical manpower second to none, CSIR covers practically the entire spectrum of scientific and industrial R&D of national and international importance. This ranges from aerospace to ocean exploration, micro-electronics to structural and environmental engineering, smart materials to mechatronics, petrochemicals to synthetic biology and from robotics and micro-machines to drugs & pharmaceuticals and agrochemicals.

National Chemical Laboratory a unit of Council of Scientific and Industrial Research(CSIR), is a premier scientific organization involved in conducting high quality research in area of chemical and allied sciences. Applications are invited **On Line only** from Indian nationals for filling up the following Scientific Positions:

Designation	No.of posts	Pay Band (PB)	Grade Pay	* Total emoluments	**Upper Age Limit not exceeding (as on last date)
Sr. Principal Scientist	01 (UR)	Rs.37400-67000 (PB-4)	Rs.8900/-	Rs.112730/-	50 years
Principal Scientist			Rs.8700/-	Rs.90715/-	45 years
Sr. Scientist	13 (02-SC, 01-ST, 04 OBC & 06 UR)	Rs.15600-39100 (PB-3)	Rs.7600/-	Rs.60005/-	37 years
Scientist			Rs.6600/-	Rs.52328/-	32 years

* Total Emoluments means approximate total emoluments on minimum of PB including. House Rent Allowance in Class 'X' City.

** Please see age relaxation under Relaxation column.

The Selection Committee depending on the performance of the candidate may choose to place the candidate in any of the Grade Pay within Pay Band 4[01 post] or Pay Band 3 [13 posts] as the case may be subject to meeting the minimum criterion specified.

For further details please visit our website <http://jobs.ncl.res.in> and apply through the online application form available there. The detailed advertisement, terms and conditions and instructions to the candidates are available on the website.

For any technical query while applying on line, please contact Shri C J Jagtap on Tel.No.020-25902035 or e-mail: cj.jagtap@ncl.res.in

Date of commencement of online applications
The last date for receipt of online applications
Last date for receipt of hard copy applications

4th October 2012.
3rd November 2012.
16th November 2012.

Sd/-
(Controller of Administration)



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A unique opportunity for research careers in Science & Technology

National Chemical Laboratory, Pune, 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. It is engaged in the scientific research in chemicals and allied sciences.

In order to meet the increasing demands of research in both basic and applied sciences, applications on line only are invited from enthusiastic, young Indian researchers having excellent academic record and proven scientific achievements along with requisite experience and a high degree of motivation and desire to take up research as a career in the field of (Biochemistry, CEPD, PSE, Phy.Chem, Org.Chem and Inorganic Chemistry etc.), to fill up the vacancy of following posts of scientists as per the details given below.

The emoluments and age limit for various posts as per norms is summarized as below;-

Designation	No.of posts	Pay Band (PB)	Grade Pay	* Total emoluments	**Upper Age Limit not exceeding (as on last date)
Sr. Principal Scientist	01 (UR)	Rs.37400-67000 (PB-4)	Rs.8900/-	Rs.112730/-	50 years
Principal Scientist			Rs.8700/-	Rs.90715/-	45 years
Sr. Scientist	13 (02-SC, 01-ST, 04 OBC & 06 UR)	Rs.15600-39100 (PB-3)	Rs.7600/-	Rs.60005/-	37 years
Scientist			Rs.6600/-	Rs.52328/-	32 years

* Total Emoluments means approximate total emoluments on minimum of scale including. House Rent Allowance in Class 'X' City.

** Please see age relaxation under Relaxation column.

Post code	Pay Band (PB)	Names and No. of Posts/reservation & Grade Pay(GP)/Age limit not exceeding.	Educational Qualifications
01	Rs.37400-67000 (PB-4)	Sr. Principal Scientist GP Rs.8900/-(UR) Age limit : 50 years	Ph.D(Engg)with six years experience OR Ph.D(Sc.) with six years experience
		Principal Scientist GP Rs.8700/-(UR) Age limit : 45 years	Ph. D in science subjects with three years post doctoral experience.
02 TO 14	Rs.15600-39100 (PB-3)	Senior Scientist GP Rs.7600/([UR) Age limit : 37 years	Ph. D(Science) with two years relevant post doctoral experience
		Scientist 13 posts (02-SC,01-ST, 04 OBC & 06 UR) GP Rs.6600/- Age limit : 32 years	Ph. D Submitted in science subjects. ME/M.Tech

UR: Unreserved; SC: Scheduled Caste; ST: Scheduled Tribe; OBC: Other Backward Class; PH: Physically Handicapped.

Post wise information regarding desirable, qualifications & experience and job specification is as under

Post in Pay Band -4

(1) CODE NO. 01: BIOCHEMICAL SCIENCES DIVISION: 01 POST[UNRESERVED]

Minimum Qualification: Ph.D. in Biochemistry/Biotechnology/Life Sciences.

Desirable: Preferred qualification: Ph. D.in Biochemistry/ Biotechnology/ Life Sciences or related areas with post-Ph. D. research experience of five to eight years in a well-known laboratory in the area of Infectious diseases. Research experience in genetic, biochemical, genomic and metabolomic approaches to decipher various aspects of biology of parasites responsible for tropical infectious diseases, and application of comparative genomics approaches for driving drug discovery project is preferred. Track record of high impact factored publications and independent research capabilities are essential.

Job Specifications: The incumbent will have to drive drug discovery program related to tropical infectious diseases such as Malaria and to establish network with other researchers involved in related areas.

Posts in Pay Band -3

(2) CODE NO. 02: CHEMICAL ENGINEERING & PROCESS DEVELOPMENT DIVISION 01 POST[UNRESERVED]

Minimum Qualification : Ph.D. submitted in chemistry.

Desirable: Preference will be given to candidate/s having minimum two years post doctoral experience in organometallic chemistry and homogeneous catalysis. Experience of independently formulating and executing projects will be desirable.

Job Specifications: The incumbent will have to undertake research in the area of chemical transformations using organometallic catalysts. He/She will have to focus on synthesis of ligands required for developing organometallic complexes useful for chemical transformations. The incumbent will have to initiate new applications/ projects in this area. Besides leading independent research programs, the incumbent will have to participate in the NCL's projects.

(3) CODE NO. 03: ORGANIC CHEMISTRY DIVISION: 01 POST [RESERVED FOR SC]

Minimum Qualification : Ph.D. submitted in the field of synthetic organic chemistry.

Desirable: Preference will be given to candidate/s having minimum two years post doctoral experience in the area of total synthesis of bioactive compounds mainly dealing with anti-bacterial, anti-viral and anti-malarial properties, development of synthetic methodologies as evidenced by publications in international peer reviewed journals. Experience in heterocyclic chemistry would be preferred.

Job Specifications: The selected candidate will have to carry out research activities to develop new synthetic methodologies, synthesis of biologically active natural products.

(4) CODE NO. 04: POLYMER SCIENCE & ENGINEERING DIVISION: 01 POST[UNRESERVED]

Minimum Qualification: Ph.D. submitted in Chemistry.

Desirable: Preference will be given to candidate/s having minimum two years post doctoral experience in institutes of high repute preferably in the synthesis of functional monomers and initiators, synthesis of telechelic and side-chain functionalized polymers using living polymerization methods and their self-assembly studies using non-covalent interactions, synthesis of amphiphilic dendrimers and their self-assembly.

Job Specifications: The incumbent will have to design polymers for self-assembled nanostructures based on fundamental understanding of structure-property relationship. He/She will have to develop synthetic methods for functional hyperbranched polymers, amphiphilic polymers and supramolecular polymers. The candidate should have the ability to define his own research programmes in above mentioned areas and ability to collaborate effectively with other scientists for successful development of synthetic methodologies for polymers. He/She will have to teach basic and advanced polymer chemistry courses to graduate students. He/She will have to write and defend research proposals to various funding agencies and to CSIR's large multidisciplinary and multi-institutional research program initiatives.

(5) CODE NO. 05: PHYSICAL CHEMISTRY DIVISION: 01 POST [RESERVED FOR OBC]

Minimum Qualification: Ph.D. submitted in Chemistry.

Desirable: Preference will be given to candidate/s having minimum two years post doctoral experience in synthetic macromolecular architecture with a focus on the design and synthesis of organic molecules for photovoltaic devices and photo responsive materials.

Job Specifications: The incumbent will have to lead a group of organic photovoltaics related to solar energy programme.

(6) CODE NO. 06: PHYSICAL CHEMISTRY DIVISION: 01 POST[UNRESERVED]

Minimum Qualification: Ph.D. submitted in Chemistry.

Desirable: Preference will be given to candidate/s having minimum two years post doctoral experience in theoretical and computational chemistry. He/She should have experience of working in quantum mechanical methodologies as applicable to chemical systems.

Job Specifications: The incumbent will have to lead an independent research programme in theoretical chemistry and its applications for atomic, molecular systems and solids.

(7) CODE NO. 07: KNOWLEDGE RESOURCE CENTRE : 01 POST[UNRESERVED]

Minimum Qualification : Graduate in Science, with Ph.D. submitted in Library and Information Science.

Desirable : Preference will be given to candidate/s having minimum three years experience in Library of R & D institution / Corporate organization/ Academic Institution is desirable. The incumbent must be familiar with the management of the digital libraries, the necessary hardware and software and emerging trends in both areas. An aptitude for using tools such as Scientometric technologies for decision making is desirable. Experience in Web site development, Institutional Repository maintenance, knowledge of E resources National consortia is essential. The incumbent must have strong interpersonal skills since this is a leadership position and involves continuous interaction with the scientific community, publishers and other administrative departments of the laboratory.

Job Specifications: This is a leadership position in the Knowledge and Resource Center (KRC) / Library and the incumbent will have to continuously innovate as to keep the KRC /Library in sync with the rapid changes in the technical publications industry in addition to managing the day to day operations of the center. The incumbent will have to continuously plan the growth of the center and base with the information technology is to as to provide a seamless information access to the users. The incumbent will be required to participate in negotiations with the vendors and also to contribute to the effective functioning of the consortium at CSIR labs. He / She will be required to continuously interact with the scientists and the research planners of the laboratory and evolve collection policies so that the collections of the KRC /Library fulfill the information needs of the scientific community and the R&D programs of the laboratory. Most importantly the incumbent will be required to plan and manage the working of the KRC /Library within the available budgets and also come out with innovative strategies to raise the same.

**(8) CODE NO. 08: CHEMICAL ENGINEERING & PROCESS DEVELOPMENT DIVISION : 01 POST
[RESERVED FOR OBC]**

Minimum Qualification : Masters Degree in Chemical Engineering from recognized university.

Desirable: Preference will be given to candidate/s having minimum two years experience in areas of process systems engineering applied to specialty chemicals and bio-processes will be preferred. Experience of independently formulating, leading and completing process intensification related projects will be desirable.

Job Specifications: The incumbent will have to undertake research in the above mentioned areas with sound engineering principles and expected to eventually build a research group in this area. He/She will have to initiate new applications/ projects in these areas and will have to lead independent research programs in addition to participating in the NCL's projects.

(9) CODE NO. 09: CATALYSIS DIVISION : 01 POST [RESERVED FOR SC]

Minimum Qualification : Ph.D. submitted in Chemistry.

Desirable: Preference will be given to candidate/s having minimum two years post doctoral experience in the relevant area and having experience in terms of publications/patents in the area of catalyst synthesis, characterization and catalytic reactions.

Job Specifications: The selected candidate will have to carry out research in the area of catalyst design and applications in biomass conversion to fuels and chemicals.

(10) CODE NO. 10: CATALYSIS DIVISION : 01 POST [UNRESERVED]

Minimum Qualification: Ph.D. submitted in Chemistry.

Desirable: Preference will be given to candidate/s having minimum two years post doctoral experience in the relevant area and proven experience in terms of publications/patents in the area of catalyst synthesis, characterization and catalytic reactions and fine chemical synthesis.

Job Specifications : The selected candidate will have to carry out research in the synthesis of catalysts and their application in various catalytic reactions.

(11) CODE NO. 11: BIOCHEMICAL SCIENCES DIVISION : 01 POST [RESERVED FOR OBC]

Minimum Qualification: Ph.D. submitted in Biochemistry/ Biophysics/ Biotechnology/ Chemistry or related areas.

Desirable: Preference minimum two years post doctoral experience in structure determination and analysis using x-ray crystallography. Work experience in various operating system environment, network and with standard computational programs is desirable.

Job Specifications : X-ray crystal structure determination of proteins right from isolation, purification and crystallization. To look after the computational requirements of various groups involved in biological research and to participate in health, food and agriculture related programs.

(12) CODE NO. 12: BIOCHEMICAL SCIENCES DIVISION : 01 POST [RESERVED FOR ST]

Minimum Qualification: Ph.D. submitted in Microbiology .

Desirable: Preference will be given to candidate/s having Ph. D. in Microbiology with minimum two years post doctoral experience in fungal biology and biotechnology and in handling bacteria and fungi for biochemical and molecular studies.

Job Specifications : To explore novel microbial diversity and to use fungal resources for a variety of biotechnological applications. To explore and use endophytic fungi for molecules with application potential in healthcare, food and agriculture.

(13) CODE NO. 13: ORGANIC CHEMISTRY : 01 POST [RESERVED FOR OBC]

Minimum Qualification: Ph.D. Submitted in Chemistry.

Desirable: Preference will be given to candidate/s having minimum two years post doctoral hands on experience in using analytical instruments like GC, HPLC, GC-MS, LC-MS, proven by publications in reputed journals.

Job Specifications: The incumbent will have to monitor the divisional projects in different areas by supply of suitable analysis which will be the major requirement for the post.

(14) CODE NO. 14: POLYMER SCIENCE & ENGINEERING DIVISION : 01 POST[UNRESERVED]

Minimum Qualification: Ph.D submitted in Organic Chemistry/ Polymer Chemistry

Desirable: Preference will be given to candidate/s having minimum two years post doctoral research experience in Organometallic catalysis, polymer synthesis and characterization with expertise in polyolefin synthesis and proven record of excellence in research as evidenced by publications in internationally reputed journals.

Job Specifications: The incumbent will have to initiate and lead independent research in polyolefin synthesis using organometallic catalysis. He/She has to contribute to in-house and externally funded R&D programs of the laboratory in polymer synthesis, leading to pioneering scientific contributions and product and process development.

General information and conditions:-

1. Benefits under Council Service:

a. These posts carry 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 allotment rules depending on availability in which case HRA will not be admissible.

b. Scientists in Pay Band -3 are also eligible for 2 additional increments(without DA) and Professional update allowance of Rs. 10,000/- per annum.

c. Scientists in Pay Band -4 and above are also eligible for 2 additional increments(without DA) and Professional update allowance of Rs. 20,000/- per annum.

d. In addition to the emoluments indicated against each category of posts, benefits such as Provident Fund, applicability of New Pension Scheme, reimbursement of Medical Expenses, Leave Travel Concession, Conveyance advance and House Building Advance are available as per rules of CSIR.

e. Scientist in CSIR are also permitted to undertake consultancy and sponsored R&D project activity. 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.

f. CSIR provides excellent opportunities to deserving candidates for career advancement under Assessment Promotion scheme for Scientists.

2. General conditions / Information:

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. They are advised to satisfy themselves before applying that they possess at least the essential qualifications laid down for various posts. 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.

c. IN THE EVENT OF NUMBER OF APPLICATIONS BEING LARGE, CSIR-NCL WILL 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.

d. The application should be accompanied by self attested copies of the relevant educational qualification and experience. The prescribed qualifications should have been obtained, through recognized Universities/institutions etc. Incomplete applications/applications received not accompanied with the required certificates/ documents are liable to be rejected.

e. 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.

f. 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.

g. If any documents/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.

h. The date for determining the upper age limit, qualifications and/or experience shall be the closing date prescribed for receipt of applications.

i. The period of experience in a discipline/ area of work wherever prescribed, shall be counted after the date of acquiring the minimum prescribed educational qualifications prescribed for that Grade.

- j.** Candidate must ensure that he/she possesses educational qualification/experience in the relevant area as required in the category/post, for which he/she is applying, on the last date of receipt of application.
- k.** Applications from candidates working in Government Departments, Autonomous bodies, Public Sector Undertakings and Government funded Research Agencies will be considered when forwarded through proper channel within the prescribed time- limit along with requisite NOC.
- l.** Persons with disabilities(PWD) fulfilling the eligibility conditions prescribed under GOI instructions are encouraged to apply.
- m.** The posts carry usual allowances as admissible to Central government employees as have been made applicable to CSIR employees.
- n.** Deserving candidates may be considered for higher start of pay.
- o.** 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.
- p.** 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 near the Railway Station on production of Rail tickets/Rail Ticket Numbers or any other proof of journey.
- q.** 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.
- r.** The number of vacancies indicated against each category is provisional and may vary at the time of selection.
- s.** The decision of the CSIR/National Chemical Laboratory 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.
- t.** Canvassing in any form and/or bringing any influence political or otherwise will be treated as a disqualification for the post.
- u. NO INTERIM ENQUIRY OR CORRESPONDANCE WILL BE ENTERTAINED.**

3. Relaxations:

- a.** The date for determining the age limit/experience /qualifications shall be the closing date prescribed for receipt of applications i.e.< last date>.
- b.** The upper age limit is however relaxable upto 5 years for SC/ST and 03 years for OBC as per Government 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.
- c.** Upper age limit is relaxable upto five years for the regular employee working in CSIR laboratories/ institutes Government Departments autonomous bodies and public sector undertaking.

d. 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 (upto 40 years for members of Scheduled Castes/Scheduled Tribes and upto 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 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.

e. Age relaxation to Physically Handicapped (PH) persons: Age relaxation of 5 years is allowed (total 10 years for Scs /STs and 8 years for OBCs in respect of the posts reserved for them) to blind, def-mute and Orthopaedically handicapped persons for appointment to Group 'A' and Group 'B' posts/services. The persons claiming age relaxation under this sub- Para would be required to produce a certificate in prescribed Performa in support of their claims clearly indication that the degree of physically 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' and Group 'B' posts to be filled by Direct Recruitment by selection.

f. SC/ST/OBC/PH candidates are required to produce a copy of the certificate in the prescribed format signed by the specified authority at the time of interview. The OBC candidate should produce the certificate valid for appointment of posts under the Central government.

g. Relaxation in age, over and above the stipulated limit, educational qualification and/ or experience may be considered in case of exceptionally meritorious candidates and if sufficient number of candidates possessing the requisite qualification and/ or experience are not likely to be available to fill up the posts.

h. Relaxation of five years will also be permissible to those who had ordinarily been domiciled in the Kashmir division of the state of Jammu and Kashmir during the period from 1-1-1980 to 31-12-1989 subject to production of relevant certificate from concerned authority.

4. Mode of selection

a. Mere fulfilment 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 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.

b. In case a candidate is staying abroad at the time interview, his/her candidature may be considered in absentia or by VDO Conference by the Selection Committee on his/her written request with relevant details like IP address etc.

c. The Selection Committee may choose to place the candidate in any of the Grade Pay within the Pay Band depending upon the performance of the candidate and subject to meeting the minimum eligibility criterion specified.

5. How to apply:

- a. Eligible candidates are required to apply ONLINE through NCL website <http://jobs.ncl.res.in>
- b. If the candidate does not have a valid email id, he/she should create a new valid email id before applying online.
- c. Online Application will be available on our website upto **3rd November 2012**.
- d. Candidates are required to arrange for a crossed Demand Draft for Rs.100/- drawn on any nationalized bank and valid for at least 3 months in favour of "Director, National Chemical Laboratory" payable at Pune. The last date for receipt of hard copy of online application and along with Demand Draft is **16th November 2012**. This date will be the same for the candidates belonging to far-flung areas. The following details must be filled up on back side of Demand Draft **(i)** Candidate's Name, **(ii)** Candidate's category, **(iii)** Post Code Applied for. SC/ST/PH/Women (eligible for relaxation. Please refer clause No. d under "Relaxation") /CSIR Employees/Abroad Candidates are exempted from submission of application fee.
- e. In case of universities/institute awarding CGPA/SGPA/OGPA grades etc. candidates are requested to convert the same into percentage based on the formula as per their university/institute.
- f. The above details are to be mentioned by the candidates at the appropriate place in the on-line application format while submitting the same.
- g. Candidates should keep a copy of the application print out and Demand Draft for their record. Print out of Application form will not be available after **3rd November 2012** i.e closing date prescribed in the advertisement.
- h. Successful online application is indicated by the page displayed after clicking Submit Button indicating the generated "**APPLICATION NUMBER**". Please note down the same carefully and preserve it. If you do not preserve it, you will not be able to Re-print the Application.
- i. In case candidate want to modify/withdraw the application there is a '**CANCEL**' option to cancel the online application. Please note that application once cancelled will not be retrieved at any stage. If you have cancelled the application, please reapply before the closure of Application Date as per advertisement. Please remember to take fresh print out after modifying any details.
- j. After submission candidates should take a printout of the computer generated application form. After signing each page of the form a recent passport size photograph should be pasted in the space provided. Candidates are to sign in full across the photograph.
- k. This computer generated application (Print-out) duly accompanied by attested copies of the certificates, mark sheets, testimonials in support of age, education qualifications, experience, re-prints of publications and caste certificate, if applicable along with one recent passport size self-signed photograph affixed together with Demand Draft(if applicable) should be sent in an envelope superscribed "**APPLICATION FOR THE POST OF.....(Post Code.....)**" by post to the address:- **Controller of Administration, National Chemical Laboratory, Pune-411008**.
- l. The computer generated printout of the Online Application Form should reach the above address by **16th November 2012** along with Demand Draft (including far flung areas). Candidates applying for more than one post must submit separate application form for each post indicating the Code No. of the post. The hard copy(s) of each application must be accompanied by separate Demand Draft(s).

m. Application once made will 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.

n. 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. Also, 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 National Chemical Laboratory, Pune –8 at the earliest.

o. Candidates should specifically note that the applications received after the closing date for any reason whatsoever (such as envelopes wrongly address, delivered elsewhere, postal delay etc) will not be entertained by National Chemical Laboratory, Pune-8

p. In complete applications (i.e without photograph, unsigned and application fee, if applicable testimonials etc.) will not be entertained and is liable to be summarily rejected.

For any technical query while applying on line, please contact Shri C J Jagtap on Tel.No.020-25902035 or e-mail: cj.jagtap@ncl.res.in

6. Following documents must be attached along with application form sent by post:

- a.** Demand Draft of Rs.100/- as application fee, where applicable.
- b.** Coloured photograph pasted on the form and signed across in full.
- c.** Self Attested photocopy of Date of Birth Certificate.
- d.** Self Attested photocopies of educational qualifications certificates.
- e.** Self Attested photocopy of caste certificate, if applicable.
- f.** Self Attested photocopies of experience certificate, if any.

**Sd/-
Controller of Administration**