Advertisement No.01/2026 dated 05.09.2026

CSIR-National Geophysical Research Institute (CSIR-NGRI), Hyderabad, is a premier R&D Institute under Council of Scientific and Industrial Research (CSIR), an autonomous body under the Ministry of Science and Technology, Government of India.

CSIR-NGRI invites **ONLINE APPLICATIONS** from Indian Nationals only for filling up of the following posts, as per details given below:

Post Code	Name of the post	Total No. of posts & Reservations	Pay Matrix (7th CPC)	Gross Monthly Emoluments (As per 7th CPC)	** Upper Age Limit not exceeding last date for submission of application
T	Technician-1 Group-II (1)	**Total No. of posts- 21** UR-15# ; SC-03 ; ST-01 ; EWS-02	Level- 02 (Rs.19,900-63,200)	Rs.39,970/-* approximately	28** years

Out of 15 posts, One post is reserved for PwBD-OH (Orthopaedically Handicapped) and One posts is reserved for PwBD-HH (Hard of Hearing) and Two posts are reserved for Ex-Serviceman (ESM).

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

** **Please see details of age relaxation under General Information & Conditions: Sl.No.3 – Reservation Rules & Relaxations.**

Abbreviations used: UR – Unreserved ; SC - Scheduled Caste ; ST - Scheduled Tribe, OBC (NCL) – Other Backward Class (Non-Creamy Layer) ; EWS – Economically Weaker Section ; PwBD-OH = Persons with Benchmark Disabilities - Orthopaedically Handicapped ; PwBD-HH = Persons with Benchmark Disabilities – Hard of Hearing ; ESM= Ex-Servicemen.

Date of Commencement of Online Application : 05.09.2026 (Saturday) at 10:00 AM

Last date for receipt/submission of Online Application : 04.10.2026 (Sunday) at 06:00 PM

"CSIR strives to have a workforce which reflects gender balance and women candidates are encouraged to apply"

The essential qualification, Job requirement and number of vacancies are summarized hereunder:
Name of the post: Technician (1)/Gr. II (1)

Post code	Post (Trade), No.of Posts & Reservation	Essential Qualification	Job Requirements
T101	TECHNICIAN (FITTER) 01 Post [UR-1]	SSC / 10th Standard / SSC or equivalent with Science subjects, with minimum 55% marks and ITI Certificate or National / State trade Certificate in FITTER TRADE. **OR** SSC / 10th Standard or equivalent with Science subjects, with minimum 55% marks and 2 years full time experience as an apprentice trainee from a recognized Institution in FITTER TRADE. **OR** SSC / 10th Standard or equivalent with Science subjects, with minimum 55% marks and 3 years of work experience in FITTER TRADE in a Ministry / Department / Organisation / Public Sector Undertaking / Autonomous Body under Government of India / State / UT.	The incumbent shall be required to carry out Fitting and Bench work jobs/ assembly of opto-mechanical components and undertake the repair and maintenance works of workshop / optical machinery. The incumbent shall also be required to train students in filing and Bench work jobs.
T102	TECHNICIAN (PLUMBER) 01 Post [SC-1]	SSC / 10th Standard / SSC or equivalent with Science subjects, with minimum 55% marks and ITI Certificate or National / State trade Certificate in PLUMBER TRADE. **OR** SSC / 10th Standard or equivalent with Science subjects, with minimum 55% marks and 2 years full time experience as an apprentice trainee from a recognized Institution in PLUMBER TRADE. **OR** SSC / 10th Standard or equivalent with Science subjects, with minimum 55% marks and 3 years of work experience in PLUMBER TRADE in a Ministry / Department / Organization / Public Sector Undertaking / Autonomous Body under Government of India / State / UT.	The incumbent shall be required to carry out plumbing related work in institute. The incumbent shall also be required to carry out drainage cleaning plus smooth working of water distribution / waste water supply and management.

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Post code	Post (Trade), No.of Posts & Reservation	Essential Qualification	Job Requirements
T103	TECHNICIAN (ELECTRICIAN) 01 Post [UR(ESM)-01]	SSC / 10th Standard / SSC or equivalent with Science subjects, with minimum 55% marks and ITI Certificate or National / State trade Certificate in ELECTRICIAN TRADE. **OR** SSC / 10th Standard or equivalent with Science subjects, with minimum 55% marks and 2 years full time experience as an apprentice trainee from a recognized Institution in ELECTRICIAN TRADE. **OR** SSC / 10th Standard or equivalent with Science subjects, with minimum 55% marks and 3 years of work experience in ELECTRICIAN TRADE in a Ministry / Department / Organization / Public Sector Undertaking / Autonomous Body under Government of India / State / UT.	The incumbent shall be required to carry out jobs, repair and maintenance of Substations, Gen sets, Cables, Internal Wirings, Motor winding, transformer windings, Electrical gadgets, electrical installations / machines / equipment.
T104	TECHNICIAN (COMPUTER / IT ASSISTANT) 11 Posts [UR-06, UR(PwBD-OH)-01, UR(PwBD-HH)-01, SC-02, ST-01]	SSC / 10th Standard / SSC or equivalent with Science subjects, with minimum 55% marks and ITI Certificate or National / State trade Certificate in COMPUTER OPERATOR & PROGRAMMING ASSISTANT or COMPUTER HARDWARE & NETWORK MAINTENANCE. **OR** SSC / 10th Standard or equivalent with Science subjects, with minimum 55% marks and 2 years full time experience as an apprentice trainee from a recognized Institution in COMPUTER OPERATOR & PROGRAMMING ASSISTANT or COMPUTER HARDWARE & NETWORK MAINTENANCE. **OR** SSC/10th Standard or equivalent with Science subjects, with minimum 55% marks and 3 years of work experience in COMPUTER OPERATOR & PROGRAMMING ASSISTANT or COMPUTER HARDWARE & NETWORK MAINTENANCE in a Ministry / Department / Organization / Public Sector Undertaking / Autonomous Body under Government of India / State / UT.	The incumbent shall be required to carry out maintenance work of computer & its peripherals, LAN, Local Area Network, operation of ID card printer and Data entry, Intranet uploading, website upload etc.

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Post code	Post (Trade), No.of Posts & Reservation	Essential Qualification	Job Requirements
T105	TECHNICIAN (DIGITAL PHOTOGRAPHER) 01 Post [UR-01]	SSC / 10th Standard / SSC or equivalent with Science subjects, with minimum 55% marks and ITI Certificate or National / State trade Certificate in DIGITAL PHOTOGRAPHER trade. **OR** SSC / 10th Standard or equivalent with Science subjects, with minimum 55% marks and 2 years full time experience as an apprentice trainee from a recognized Institution in DIGITAL PHOTOGRAPHER trade. **OR** SSC / 10th Standard or equivalent with Science subjects, with minimum 55% marks and 3 years of work experience in DIGITAL PHOTOGRAPHER trade in a Ministry / Department / Organization / Public Sector Undertaking / Autonomous Body under Government of India / State / UT.	The incumbent shall be required to carry out digital photography, Videography, computer operation, Photoshop and other modern tools.
T106	TECHNICIAN (LABORATORY ASSISTANT-CHEMICAL PLANT) 02 Posts [UR-01, EWS-01]	SSC / 10th Standard / SSC or equivalent with Science subjects, with minimum 55% marks and ITI certificate or National / State trade Certificate in LABORATORY ASSISTANT (CHEMICAL PLANT) trade. **OR** SSC / 10th Standard or equivalent with Science subjects, with minimum 55% marks and 2 years full time experience as an apprentice trainee from a recognized Institution in LABORATORY ASSISTANT (CHEMICAL PLANT) trade. **OR** SSC / 10th Standard or equivalent with Science subjects, with minimum 55% marks and 3 years of work experience in LABORATORY ASSISTANT (CHEMICAL PLANT) trade in a Ministry / Department / Organisation / Public Sector Undertaking / Autonomous Body under Government of India / State / UT.	The incumbent shall be required support research and development teams by managing lab records, logbooks of chemicals, and organizing laboratory consumables.

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Post code	Post (Trade), No.of Posts & Reservation	Essential Qualification	Job Requirements
T107	TECHNICIAN (MEDICAL LAB TECHNICIAN) 01 Post [UR-1]	SSC / 10th Standard / SSC or equivalent with Science subjects, with minimum 55% marks and ITI Certificate or National / State trade Certificate in MEDICAL LAB TECHNICIAN trade. **OR** SSC / 10th Standard or equivalent with Science subjects, with minimum 55% marks and 2 years full time experience as an apprentice trainee from a recognized Institution in MEDICAL LAB TECHNICIAN trade. **OR** SSC / 10th Standard or equivalent with Science subjects, with minimum 55% marks and 3 years of work experience in MEDICAL LAB TECHNICIAN in a Ministry / Department / Organization / Public Sector Undertaking / Autonomous Body under Government of India / State / UT.	The incumbent shall be required to carry out the duties of pathologist in the pathology lab of CSIR-NGRI dispensary.
T108	TECHNICIAN (PHYSIOTHERAPY TECHNICIAN) 01 Post [UR-01]	SSC / 10th Standard / SSC or equivalent with Science subjects, with minimum 55% marks and ITI certificate or National / State trade certificate in PHYSIOTHERAPY TECHNICIAN trade. **OR** SSC / 10th Standard or equivalent with Science subjects, with minimum 55% marks and 2 years full time experience as an apprentice trainee from a recognized institution in PHYSIOTHERAPY TECHNICIAN trade. **OR** SSC / 10th Standard or equivalent with Science subjects, with minimum 55% marks and 3 years of work experience in PHYSIOTHERAPY TECHNICIAN in a Ministry / Department / Organization / Public Sector Undertaking / Autonomous Body under Government of India / State Government / UT.	The Incumbent is required to assist Medical Officers and senior physiotherapists in physiotherapy. Requires to perform physiotherapy to patients and operate related equipment. The incumbent is required to attend day to day operations on shift basis.

Post code	Post (Trade), No.of Posts & Reservation	Essential Qualification	Job Requirements
T109	TECHNICIAN (CATERING & HOSPITALITY ASSISTANT) 02 Posts [UR(ESM)-01, EWS-01]	SSC / 10th Standard or equivalent with Science subjects, with minimum 55% marks and ITI certificate or National / State trade certificate in CATERING & HOSPITALITY ASSISTANT trade. **OR** SSC / 10th Standard or equivalent with Science subjects, with minimum 55% marks and 2 years full time experience as an apprentice trainee from a recognized institution in CATERING & HOSPITALITY ASSISTANT trade. **OR** SSC / 10th Standard or equivalent with Science subjects, with minimum 55% marks and 3 years of work experience in CATERING & HOSPITALITY, FOOD & BEVERAGES (F&B), TOURISM, GUEST HOUSE MANAGEMENT in a Ministry / Department / Organization / Public Sector Undertaking / Autonomous Body under Government of India / State Government / UT.	The incumbent is required to assist the In-Charge of the canteen, guest house. To undertake the catering work at the places of Committee meetings of the institute. If necessary, the incumbent should carry out the required works of the institute, even at odd hours and on holidays and on emergency calls.

Summary of the vacancies of posts of Group-II (1) / Technician (1) in Level-2 [Rs.19900-63200] of Pay Matrix, in the trades as per the details mentioned below:

Post Code	Trade	No. of Posts	Reservation Position						
			UR#	UR (PWD-OH)#	UR (PWD-HH)#	UR (ESM)#	SC	ST	EWS
T101	Technician (Fitter)	1	1	-	-	-	-	-	-
T102	Technician (Plumber)	1	-	-	-	-	1	-	-
T103	Technician (Electrician)	1	-	-	-	1	-	-	-
T104	Technician (Computer / IT Assistant)	11	6	1	1	-	2	1	-
T105	Technician (Digital Photographer)	1	1	-	-	-	-	-	-
T106	Technician (Laboratory Assistant-Chemical Plant)	2	1	-	-	-	-	-	1
T107	Technician (Medical Laboratory Technician)	1	1	-	-	-	-	-	-
T108	Technician (Physiotherapy Technician)	1	1	-	-	-	-	-	-
T109	Technician (Catering & Hospitality Assistant)	2	-	-	-	1	-	-	1
	Total	**21**	**11**	**1**	**1**	**2**	**3**	**1**	**2**

Out of 15 UR posts, One post is reserved for PwBD-OH & One post is reserved for PwBD-HH and Two posts are reserved for Ex-Serviceman (ESM)

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 employees at the place of posting. Council employees are also entitled to accommodation according to the CSIR Residence Allotment Rules, subject to availability. If council or government accommodation is utilized, HRA will not be provided.

b. In addition to the emoluments, benefits such as reimbursement of Medical Expenses, Leave Travel Concession and Children's Education Allowances etc. are also available as per CSIR/Govt. of India (GoI) Rules as applicable to the Council servants.

c. All New Entrants will be governed by the **"National Pension System"** or the Extant Pension system based on defined Contributions for new entrants, as adopted by CSIR for its employees. However, persons selected from other Government Departments/Autonomous Bodies/Public Sector Undertakings/Central Universities joined before 01.01.2004 and having Pension Scheme on Govt. of India pattern will continue to be governed by the existing Pension Scheme i.e., CCS (Pension) Rules, 1972 & 2021, as per rules.

d. In regard to all the matters concerning service conditions of employees of the Society, Central Civil Services (Conduct) Rules, 1964 and Central Civil Services (Classification, Control and Appeal) Rules, 1965, the Fundamental and Supplementary Rules framed by the Govt. of India and such other rules and orders issued by the Govt. of India from time to time shall apply to the extent applicable to the employees of the Council.

e. All the posts carry All India Service Liability (AISL) i.e. the candidate on selection may be asked to serve anywhere in the country.

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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 as on the last date of receipt of online application. They are advised to satisfy themselves before applying that they possess at least the essential qualifications laid down for the post as on last date of receipt of the applications. **Enquiries asking for advice as to eligibility will not be entertained.** Candidates are kindly requested not to send hard copies of their online application.

c. The prescribed essential qualification(s) / experience are the minimum, and the mere possession of the same does not entitle candidates to be called for Trade Test / Competitive Written Examination. The duly constituted Screening Committee will adopt its own criteria for short-listing the candidates. The candidate should, therefore, mention in the application all qualifications and experience in relevant areas over and above the minimum prescribed qualification, supported with documents. The prescribed qualifications should have been obtained through recognized Universities/Institutions. The date of acquisition of the educational qualification shall be determined based on the date of issuance of the Provisional Certificate, Notification of Result, or the Awarded Date, as the case may be.

d. The candidates should indicate their option for taking the Trade Test / Competitive Written Examination either in Hindi or English medium. Candidates will be allowed to take the written Trade Test / Competitive Written Examination only in the medium they have opted for. If any candidate does not indicate the medium, the option will be deemed to be for English medium. The Choice of medium given by the candidates in the Online Application Form shall be applicable for Trade Test / Competitive Written Examination and treated as final, and no change in the medium will be entertained.

e. The screening of candidates will be conducted on the basis of the documents and information provided in the online application. If at any stage it is discovered that a candidate does not meet the prescribed eligibility criteria or has submitted incorrect or false information in the application form; their candidature will be cancelled, even after selection and CSIR-NGRI will not be responsible for any consequences resulting from the submission of such false/inaccurate information. **Therefore, the candidates must ensure that all information provided in the online application is accurate and correct.**

f. In respect of equivalent clause in Essential Qualifications, if a candidate is claiming a particular qualification as equivalent 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 as equivalent otherwise the application is liable to be rejected. The decision of the Director, CSIR-NGRI, shall be final and binding with regard to equivalence of qualification(s) and recognition of Universities/Institutes.

g. Applications not duly filled or uploaded without required certificates / documents or submitted other than the specified mode, or specified dates **will be summarily rejected.**

h. If any document/ certificate furnished 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.

i. **The date for determining the upper age limit, qualifications and/or experience shall be the closing date prescribed for submission of online applications, i.e. the last date of submission of online application.**

j. **No TA/DA will be reimbursed for attending the Trade Test/Competitive Written Examination/Document Verification, etc**.

k. Any discrepancy found between the information given in application and as evident in original documents will make the candidate ineligible for the post.

l. The Appointing Authority reserves the right to cancel the advertisement without providing any reason and may also decide not to fill any or all positions, if necessary.

m. The decision of the **Director, CSIR-NGRI,** will be final and binding on the candidates in all matters relating to eligibility, acceptance or rejection of applications, mode of selection, and conduct of examination.

n. The selected incumbents will be posted in CSIR-NGRI. But they can be transferred to any of the CSIR Labs/Institutes/Units anywhere in India.

o. Canvassing in any form and / or bringing any political influence or otherwise will be treated as disqualification for the post.

p. Date of Trade Test / Competitive Written Examination or any other updates as the case will be displayed only on the CSIR-NGRI website. Candidates are requested **to have an active email ID till completion of this recruitment process** for receiving updates in connection with the present advertisement, including call letter(s).

q. The selected candidates will be on probation for a specific period from the date of taking over charge of the post. The probationary period may be extended or curtailed at the discretion of the Competent Authority. After successful completion of probationary period, they will be considered for confirmation in accordance with the extant rules.

r. Candidates should indicate as to whether any of their blood/close relatives [relation to a Council servant include the wife or husband, son or daughter, parents, brothers or sisters or any person related to any of them by blood or marriage, whether they are dependent on the Council servant or not] is working in CSIR-NGRI or any other National Labs/Institutes/Units of the CSIR.

s. The selected candidates will not be permitted to apply for appointment elsewhere during the probationary period and if they have applied for any posts in any other organization before joining, they have to intimate the details of such applications, immediately on joining the Institute.

t. Applicants currently working in CSIR/Government Organizations/Autonomous Bodies/Statutory Bodies/Universities/PSUs etc., as regular employees must inform their department or office and upload a "No Objection Certificate" (NOC) and Certificate for Claiming Age relaxations (if applicable) from their employer at the time of submitting the online application (as per attached format), failing which their candidature will NOT be considered.

u. Ex-Servicemen should upload the scanned copy of Discharge Certificate along with the online application.

v. The experience certificate(s) shall clearly mention the starting date, ending date of employment, duration of employment (date, month & year) indicating the pay scale with basic pay and/or consolidated pay for the complete period served in that designation/rank/post. Experience Certificate must contain all details of all posts/designations/rank held (including present position), at each pay level, nature of duties performed/experience obtained in the post(s) with duration(s) duly certified by the Authorized Official as per sample format provided in **Annexure-XI.**

w. Offer of Appointments/Appointment letters/Appreciation letter/Pay slips/transfer or promotion orders/Joining order/Extension order/unsigned experience certificate/ self-employment experience certificate / PPO shall not be considered as valid proof of experience.

x. The period of experience rendered by a candidate on a part-time basis, daily wages, visiting/guest faculty will not be counted while calculating the valid experience for shortlisting candidates for Trade Test/ Skill Test/ Competitive Written Examination.

y. Candidates must submit requisite details of educational qualification/caste/category /experience, if any, in the online application form. Otherwise, their candidature will be rejected.

z. The Institute shall verify the antecedents or documents submitted by an applicant at any time, or during the tenure of the appointment. In case, it is detected that the documents submitted by the applicants are fake or the applicant has doubtful/unacceptable antecedents/background and had suppressed any information, then the individual's services shall be liable to be terminated forthwith and in addition, legal action may be initiated against such applicants/employees as per law. The appointment orders issued by

the Institute to the finally selected applicants shall be provisional until the clearance of character and antecedents are received from appropriate authority by the Institute.

aa. The recruitment for the above posts is governed by the "CSIR Service Rules, 1994 for Recruitment of Scientific, Technical and Support Staff" as amended from time to time. Hence, all other terms and conditions not stipulated herein will be applicable as per the said Recruitment Rules.

bb. Any dispute arising out of or in connection with this advertisement shall be subject to the jurisdiction of the courts located in Hyderabad only.

cc. The Competent Authority reserves the right to amend, delete or add terms & conditions to this advertisement without assigning any reason, if necessary.

dd. The Competent Authority reserves the right to debar any candidate for any malpractice, including a fraudulent claim of any kind of benefit/relaxation/concession and misconduct.

ee. The syllabus for the Trade Test and Concerned Subject (Paper-III) will be published at an appropriate time, wherever applicable.

ff. The CSIR-NGRI email address mentioned on the website for online application is for resolution of operational issues related to online submission of application form only.

gg. **NO INTERIM ENQUIRY OR CORRESPONDENCE WILL BE ENTERTAINED.**

3. <u>Age Limit and Relaxations:</u>

a. The upper age limit is 28 years for the post of Technicians as on the last date for receipt/submission of online application as mentioned in the Advertisement.

b. The minimum age for applying is 18 years as on the last date for submission of online application.

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

S.no.	Category	Age-relaxation permissible beyond the Upper age limit
1	SC/ST	05 Years
2	OBC (Non-Creamy Layer)	03 Years
3	PwBD (UR/EWS)	10 Years

S.no.	Category	Age-relaxation permissible beyond the Upper age limit
4	PwBD (OBC)	13 Years
5	PwBD (SC/ST)	15 Years
6	Ex-Servicemen (ESM)-UR/EWS/OBC/SC/ST	03 Years in case of UR/EWS; 06 Years in case of OBC; 08 Years in case of SC/ST - after the deduction of the actual military service rendered from the actual age as on the closing date of receipt of the online application.
7	CSIR Regular Employees/ Government Departments/ Autonomous Bodies/ Public Sector Undertaking Employees	05 years; provided they possess the prescribed essential qualification(s). In addition, relaxation for SC/ST/OBC and certain other categories as provided by the GoI will continue.
8	Widows / Divorced Women / Women judicially separated and who are not remarried (UR/ EWS / OBC/SC/ST)	Up to 35 years of age in case of UR/EWS/OBC; Up to 40 years of age in case of SC/ST
9	Any other age relaxation	As per extant GoI/DoPT/CSIR Rules

d. Candidates belonging to the reserved categories of SC/ST/OBC(NCL)/EWS/PwBD must upload a scanned copy of their certificate with their applications. This certificate should be in the prescribed format and issued by the Competent Authority authorized to issue such certificates for appointment to posts under the Government of India (GoI).

e. The upper age limit shall be relaxed by 05 years for Scheduled Caste [SC]/ Scheduled Tribe [ST] and 03 years for Other Backward Class [OBC(NCL)], as per Government orders in force, only in respect of those cases where the posts/vacancies are reserved for respective categories. SC/ST/OBC(NCL) candidates who apply against the posts not reserved for them i.e. Unreserved (UR) posts will not be eligible for age relaxation and they will be treated at par with general candidates in respect of their selection [Application Fee Exemption is, however, applicable for SC and ST candidates in such cases].

f. The OBC (Non-Creamy Layer) certificates must also meet the Non-Creamy Layer criteria for appointment to posts under the GoI as laid down by the GoI and not for appointment in any of the States of Union bearing references to those States Govt. orders. **Candidate belonging to OBC (NCL) must upload a scanned copy of Latest OBC (NCL) Certificate issued on/after 01.04.2026 (after the completion of FY 2025-26) but not later than the closing date of the Online Application Form.**

g. Eligibility for OBC candidates will be based on castes listed in the Central List of the Government of India, and their sub-caste must match the entries in this list; otherwise, their candidature will not be considered under any reserved category and will be treated as Unreserved (UR), if otherwise eligible.

OBC candidates in the "Creamy Layer" are not entitled to concessions available to the OBC category and must indicate their category as General. Candidate belonging to OBC(NCL) shall submit the OBC(NCL) Certificate in the prescribed format enclosed in Annexure-IV, failing which their candidature **will not be considered** for the post against OBC(NCL), but may be considered for Unreserved if otherwise eligible.

h. Additionally, the OBC (Non-Creamy Layer) candidates are required to additionally furnish a **'Form of Declaration'** supporting their claim that they do not belong to the OBC (Creamy Layer) category based on income for the immediately preceding three financial years.

i. The benefit of reservation under EWS category will be regulated as per DoPT OM No.36039/1/2019-Estt. (Res.) dated 31.01.2019 and any other GoI instructions applicable in this regard, at the time of last date of submission of online application. Further, the crucial/cut-off date for submitting Income and Asset certificate by the EWS candidate will be the closing date for receipt of application for the post. Income & Asset Certificates issued subsequent to the crucial/cut-off date and for the later Financial Year shall not be accepted.

j. Further, Family Gross Annual Income shall be computed for the financial year prior to the year of last date of submission of online application. A candidate will be eligible to get the benefit of the Economically Weaker Section reservation only in case the candidate meets the criteria issued by the Central Government and is in possession of requisite Income & Asset Certificate based on income for Financial Year (FY) 2025-2026 and issued on/after 01.04.2026 (after the completion of FY 2025-26) but not later than the closing date of the Online Application Form.

k. Relaxation in case of Ex-servicemen will be applicable as per provisions of CSIR/GoI, issued from time to time. Upper age limit is relaxable by 03 years, after deduction of the rendered military service from the actual age for Ex-servicemen, as on the closing date for submission of online application. Only those candidates shall be treated as Ex-Servicemen who fulfill the definition and criteria as laid down in Ministry Personnel, Public Grievances and Pensions, Government of India Gazette Notification No. G.S.R. 757 (E), issued vide No.36034/1/2006-Estt (Res) dated 04.10.2012, as amended from time to time. Ex-servicemen who have already secured employment in civil side under Central Government in Group C posts on regular basis after availing of the benefits of reservation given to Ex-Servicemen for their re-employment are not eligible for claiming benefits of reservation under Ex-Servicemen category. (Annexure-VIII)

l. SC/ST/OBC(NCL) candidates who apply against the posts not reserved for them are not eligible for age relaxation in respect of such posts in accordance with DoPT OM No. 36011/1/98-Estt. (Res) dated 01.07.1998, and they are treated at par with unreserved candidates with respect to their selection.

m. The upper age limit is relaxable up to the age of 35 years for Widows, Divorced Women and Women Judicially separated from Husbands, who are not remarried but no relaxation of educational qualification or method of recruitment (upto 40 years for members belonging to Scheduled Castes/ Scheduled Tribes candidates in respect of the posts reserved for them). 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 judgement /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 that they have not remarried since.

n. **Age relaxation to Persons with Benchmark Disability (PwBD):**

Persons with Benchmark Disabilities (PwBD/Divyangjan) fulfilling the eligibility conditions prescribed under GOI instructions are encouraged to apply. Relaxation in the age limit shall be applicable irrespective of the fact whether the post is reserved for them or not, provided the post is identified as suitable for the relevant category of disability.

Age relaxation of 10 (Ten) years [This implies that Scheduled Castes/Scheduled Tribes category candidates would get maximum 15 years of age relaxation including 5 years meant for their respective categories. Similarly, OBC candidates would get maximum upto 13 years including 3 years age relaxation meant for OBC category] in upper age limit shall be allowed to persons suffering from the following benchmark disabilities as per GOI instructions:

(i) Category A – blindness and low vision;
(ii) Category B – deaf and hard of hearing;
(iii) Category C – locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy;
(iv) Category D – autism, intellectual disability, specific learning disability and mental illness;
(v) Category E – multiple disabilities from amongst persons under clauses (A) to (D) including deaf/blindness.

The age concession to the persons with disabilities shall be admissible irrespective of the fact whether the post is reserved for person with disabilities or not, provided the post is identified suitable for the relevant category of disability.

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Note: Definition of the above specified disabilities will be as per "THE RIGHTS OF PERSONS WITH DISABILITIES ACT, 2016"

The persons claiming age relaxation under this sub-para would be eligible for relaxation in conditions/reservation in posts who suffer from not less than 40% of relevant benchmark disability. Those Persons with Benchmark Disabilities (PwBD) who have availed the relaxation will have to submit Certificate of Disability issued by the Competent Authority as per the form V, VI and VII of rule 18(1) under chapter 7 of Rights of Persons with Disabilities Rules, 2017 dated 15.06.2017. The existing certificates of disability issued under the Persons with Disabilities Act 1995 (since repealed) shall continue to be valid for the period specified therein. 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 posts to be filled by Direct Recruitment by Trade Test/Written Test. No application Fee is payable by them. Those person with Benchmark disabilities must produce a valid certificate failing which they are not considered towards PwBD reservations and relaxations.

PLEASE NOTE: PwBD CANDIDATES SHOULD MENTION IN APPLICATIONS, THEIR CASTE/COMMUNITY LIKE SC/ST/OBC(NCL)/GEN/EWS and also produce Certificate of the concerned Caste/Community, as this is a horizontal reservation. A candidate under the category PwBD will be considered to be eligible for appointment only if he/she (after such physical examination as the appointing authority may prescribe) is found to satisfy the requirements of physical and medical standards for the applied posts.

Provision of Compensatory Time and Assistance of scribe for PwBD:

(i) In case of persons with benchmark disabilities in the category of blindness, locomotor disability (both arms affected-BA) and cerebral palsy, the facility of scribe for competitive written examination is provided, if so desired by the candidate.

(ii) For the remaining persons with benchmark disabilities, the provision of scribe will be available on production of a certificate to the effect that the person concerned has physical limitation to write and scribe is essential to write examination on his/her behalf, from the Chief Medical Officer/ Civil Surgeon/Medical Superintendent of a Government Health Care Institution as per Annexure enclosed.

(iii) The candidate will have the discretion of opting for his/her own scribe or the facility of scribe provided by the CSIR-NGRI. Appropriate choice in this regard will have to be given by the candidate through email: **career.ngri@csir.res.in**

(iv) In case the candidate opts for a scribe, the qualification of the scribe should always be SSC or above but not be more than the minimum qualification criteria of the examination. The scribe should not be a candidate of this examination.

(v) The candidates with benchmark disabilities opting for own scribe, shall be required to submit details of the own scribe as per Annexure enclosed. In addition, the scribe has to produce a valid ID proof in the original (Aadhaar Card, Voter ID card, PAN Card etc.) at the time of examination. A photocopy of the ID proof of the scribe signed by the candidate as well as the scribe will be submitted along with as per Annexure enclosed. If subsequently, it is found that the qualification of the scribe is not as declared by the candidate, then the candidate shall forfeit his/her right of the post and claims relating thereto.

(vi) A compensatory time of 20 minutes per hour of examination will be provided to the persons who are allowed use of scribe as described at Para (i) & (ii). The candidates referred at Para (i) & (ii) who are eligible for use of scribe but not availing the facility of scribe will also be given compensatory time of 20 minutes per hour of examination.

(vii) No attendant other than the scribe for eligible candidates will be allowed inside the examination hall. The PwBD candidates who have availed the facility of Scribe/Passage Reader and/or compensatory time must produce relevant documents for the eligibility of scribe/compensatory time at the time of Document Verification. Failure to produce such supporting documents will lead to cancellation of their candidature for the examination.

o. SC/ST/OBC(NCL)/PwBD/EWS etc. candidates are required to present the original certificate in the prescribed format, signed by the specified authority, as and when asked. Candidate must upload a scanned copy of the requisite certificate along with online application. However, the claim of the candidate belonging to a specific category will be regulated as per extant GoI guidelines on the subject.

p. Any other Age relaxation shall be applicable as per extant GoI/CSIR Recruitment Rules.

q. It may be noted that the appointments to these posts shall be provisional and subject to the verification of character and antecedents, caste certificates, educational certificates, experience certificates(s) and any other certificate(s) through proper channels. If the verification reveals that the claim of the candidate is false OR it reveals that the candidate suppressed any information, his / her services will be terminated forthwith without assigning any further reasons and without prejudice to such further action as may be taken under the provision of the Bharatiya Nyaya Sanhita for production of false certificate.

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4. Mode of Selection - For the post of Technician (1) / Gr.II (1):

- Candidates as recommended/shortlisted by the duly constituted Screening Committee duly constituted by the Director, CSIR-NGRI will be invited for a Trade Test.
- Trade Test is intended to test the candidate's practical knowledge as mentioned in the Nature of Job/ Job requirement.
- The Selection Committee will decide the mode of Trade Test and also conduct the Trade Test.
- Those candidates who qualify for the trade test will be eligible to take part in the Competitive Written Examination (CWE).
- The final merit list will be prepared based on the performance of the candidates in the Competitive Written Examination.
- Competitive Written Examination consists of THREE papers (Paper-I, Paper-II & Paper-III). The Paper- II and Paper- III will be evaluated only for those candidates who secure minimum threshold marks (to be determined by the Selection Committee) in the Paper-I. The Final merit list will be prepared only on the basis of marks obtained by the candidates in Paper-II and Paper-III.
- The Screening Committee will adopt its own criteria for shortlisting the candidate to be called for Trade Test and Competitive Written Examination.
- The decision of the Selection Committee will be final and binding on the candidates.

Stage-I: Trade Test:

A duly constituted Selection Committee will conduct the Trade test in the relevant subjects and competitive written examination for the candidates to evaluate their suitability for the post.

Stage-II: Competitive Written Examination:

Mode of Examination	OMR Based or Computer Based Objective Type Multiple Choice Examination.
Medium of Questions	The questions will be set in English, Hindi except the questions on English Language.
Standard of exam	SSC + ITI / XII Standard
Total No. of Questions	150
Total Time Allotted	02 hours 30 Minutes

Paper-I (Time Allotted -1 Hour):

Subject	No. of Questions	Maximum Marks	Negative Marks
Mental Ability Test*	50	100 (two marks for every correct answer)	There will be no negative marks in this paper.

***Mental Ability Test consisting of General Intelligence, Quantitative Aptitude, Reasoning, Problem Solving, Situational Judgement, etc.**

Paper-II (Time Allotted-30 Minutes):

Subject	No. of Questions	Maximum Marks	Negative Marks
General Awareness	25	75 (three marks for every correct answer)	One negative mark for every wrong answer
English Language	25	75 (three marks for every correct answer)	One negative mark for every wrong answer

Paper-III (Time Allotted – 01 Hour)

Subject	No. of Questions	Maximum Marks	Negative Marks
Concerned Subject**	50	150 (three marks for every correct answer)	One negative mark for every wrong answer

****** Concerned Subject is based on the advertised qualification of the post.**

Resolution of Tie cases: Resolution of cases wherein two or more candidates have scored equal aggregated marks, the tie shall be resolved in accordance with CSIR Letter No.5-1(211)/2014-PD dated 30.05.2023 (Annexure-XII).

5. How to apply:

Candidates are advised to go through carefully the instructions placed on the website for online filling of the application.

a. Eligible candidates are required to apply **ONLINE** by accessing our website https://www.ngri.res.in/. **Candidates are kindly requested not to send hard copies of their online application.**

b. Candidates applying for **more than one post code must submit separate online applications** [except primary/registration details] indicating the post code of the post in the application form & each application should be accompanied by **separate SB Collect Fee payment receipt**.

c. 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 EMAIL IDS, ONLY THE LATEST COMPLETED APPLICATION WILL BE CONSIDERED and the application fee/ intimation charges paid for the other multiple registration(s) will stand forfeited.

d. Candidate has to register with valid Email Address by accessing "New Registration" button on the top of the panel: (Follow the instructions on the page). After successful Registration process, the candidates can login using their credentials to apply through the Online Application Portal.

e. If a candidate does not have a valid email ID, he/she should create a new valid email ID before applying online and should be kept active during the entire recruitment process.

f. The deadlines for the above-mentioned stages of application are as follows: -

1. **Date of Commencement for Registration/ Fee Payment of Online Application : 05.09.2026 (Saturday) at 10.00 AM**
2. **Last Date for Submission of Online Application/ Fee Payment of Online Application : 04.10.2026 (Sunday) at 06.00 PM**

g. Candidates are required to remit the application fee of **Rs.500/- in favour of "Director, CSIR-NGRI" through online payment system only viz., SBI Collect by using the following link: https://sbcollect.sbi.bank.in/sbicollect/icollecthome.htm?corpID=20666 (GOVT/PSU/COURTS □ All India □ National Geophysical Research Institute □ Application Fee for the post of Technician(1) vide Advt. No. 01/2026)**

h. **No fee is payable for SC/ST/PwBD/Women/Ex-Servicemen subject to uploading of relevant document. (as per CSIR instruction notified vide CSIR Policy Division Circular No. 5-1(603)/2018-PD dated 05.11.2024).** Applications without the prescribed fee will not be considered and summarily rejected. No representation against such rejection would be entertained.

i. Candidate is required to upload his/her latest passport size scanned colour photograph (not selfie) with plain background, signature (should be clearly visible) and also relevant certificates at the specified place in the online application.

j. Applications submitted cannot be withdrawn, and application fee once paid is non-refundable under any circumstances. Additionally, fee cannot be held in reserve for future examinations or selections.

k. If a Board, University, or Institute awards CGPA/SGPA/OGPA/DGPA/CPI grades etc., the candidate must convert these into a percentage using the formula provided by the concerned Board/University/Institution. Additionally, copy of the conversion formula issued by concerned Board/University/Institution must be uploaded along with online application. Failure to submit the conversion formula along with the online application form, if applicable, will result in the application being treated as incomplete.

l. The candidate must register with their name, email address and mobile number. After successful registration, the candidate can login using their credentials to apply through the Online Application Portal. Candidates must upload all relevant supporting documents and verify or edit the application to ensure it is accurate and complete. After finalizing the application, the candidate must update the payment details if applicable and click **'Final Submit'** to successfully submit the application form. Once the application is submitted, no further modifications or amendments will be permitted. It is important to keep a printout of the completed application form. Candidates should **NOT** send a hard copy of the application after submission. They will be requested to submit a hard copy at the appropriate time.

m. Once submitted, **any request for change or correction in the application form will not be accepted** under any circumstances.

n. In the event of a fake or fabricated application or registration, that misuses the name or photo of any other person, the candidate and/or cybercafé will be held accountable for appropriate legal action.

o. Candidates currently working in CSIR/Government Organizations/ Autonomous Bodies/Statutory Bodies/Universities/PSU etc., as regular employees, must upload a **'No Objection Certificate'** (NOC) from their employer, along with their online application. Failure to do so will render the application as incomplete.

p. **Incomplete applications i.e. application without latest photograph, unsigned, without application fee, without applicable testimonials/documents/certificates in the prescribed format to support the claims made by the candidates in the online application form will be rejected as invalid.**

q. Candidates are advised to check the website regularly. For addendum/corrigendum and updated information regarding this advertisement, please visit our website: **https://www.ngri.res.in**

r. No separate individual information/intimation shall be sent to the candidates. Therefore, candidates are advised to keep visiting this website regularly.

s. No separate call letters will be mailed to candidates. For all notifications and communications, candidates are advised to check the website regularly.

t. Any information provided by an applicant in their online application form will be binding on the candidate. They will be liable for prosecution and civil consequences if the information or details submitted are found to be false at any later stage.

NOTE: Applicants are advised to strictly adhere to the instructions. The information submitted in the online application will be considered final for further processing. The validation rules and design of the online application are based on the requirements outlined in the advertisement and no representation in this regard will be entertained. Candidates should carefully read the advertisement and refer to the "Instructions" section on the application portal. Submission of an online application does not guarantee that the candidate meets all eligibility criteria stated in the advertisement. Applications are subject to subsequent scrutiny and may be rejected if ineligibility is discovered at later stages. Appointments for reserved positions will be provisional, pending verification of caste certificates through appropriate channels. If verification reveals that a candidate's claim to SC/ST/OBC/EWS/PwBD status is false or incorrect, their employment will be terminated immediately without assigning any reasons and without prejudice to further legal action as deemed fit.

6. ACTION AGAINST CANDIDATES FOUND GUILTY OF MISCONDUCT / USE OF UNFAIR MEANS

Candidates are advised in their own interest that they should not furnish any particulars that are false, tampered with or fabricated and should not suppress any material information while submitting online application. At the time of examination, or in a subsequent selection procedure, if a candidate is (or has been) found guilty of –

(i) using unfair means or

(ii) impersonating or procuring impersonation by any person or

(iii) misbehaving in the examination hall or disclosing, publishing, reproducing, transmitting, storing or facilitating transmission and storage of contents of the test(s) or any information therein in whole or part thereof in any form or by any means, verbal or written, electronically or mechanically for any purpose or

(iv) resorting to any irregular or improper means in connection with his/ her candidature or

(v) obtaining support for his/ her candidature by unfair means, or

(vi) carrying mobile phones or similar electronic devices of communication in the Trade test/Skill Test/Examination hall, such a candidate may, in addition to rendering himself/ herself liable to criminal prosecution, be liable:

a) to be disqualified from the examination for which he/ she is a candidate
b) to be debarred either permanently or for a specified period from any examination conducted by CSIR-NGRI
c) for termination of service, if he/ she has already joined CSIR-NGRI.

7. **Following documents must be uploaded along with online application form:**

a. The printed copy of SBI Collect e-receipt/ Transaction reference for the application fee of Rs.500/- (wherever applicable).
b. Latest passport size colour photograph uploaded at appropriate place.
c. The signature of the candidate is uploaded at an appropriate place.
d. SSC/10th Standard or equivalent marksheet/certificate indicating date of birth or School leaving certificate indicating **Date of Birth** in support of Name and Date of Birth.
e. If Date of Birth not mentioned in Secondary School Certificate - Birth Certificate issued by the Registrar of Births and Deaths or the Municipal Corporation or any other prescribed authority, whosoever has been empowered under the Registration of Birth and Deaths Act, 1969 to register the birth of a child born in India.
f. Gazette Notification and Affidavit from appropriate authority in support of change of name/mismatch in name/variation in name of candidate/parents (if applicable).
g. Educational certificate(s) and/or marksheet(s) supporting the essential qualifications and any higher qualifications.
h. ITI Certificate or National/State Trade Certificate & Mark sheet/Apprentice certificate, wherever applicable
i. Conversion formula of CGPA/SGPA/OGPA/ DGPA/CPI grades etc. into percentage, issued by the respective Boards/Universities/Institutes. (if applicable)
j. Equivalent clause in Essential Qualifications related order/letter, if applicable.
k. Relevant experience certificate (s), if any.
l. Scheduled Caste/ Scheduled Tribe/Other Backward Class (Non-Creamy Layer)/Economically Weaker Section/PwBD certificate(s)/Ex-servicemen in the prescribed Government of India (GoI) format issued by the specified authority, if applicable.
m. The 'Form of Declaration' from OBC (Non-Creamy Layer) candidates, supporting their claim in the application that they do not belong to the OBC (Creamy Layer) category based on income for the immediately preceding three financial years. (in addition to the community certificate).
n. Judgement/decree from the appropriate court of law for widow, divorced, or judicially separated women, to verify the status of divorce or judicial separation, if applicable. Additionally, an affidavit confirms that such candidate has not remarried.

o. 'No Objection Certificate' (NOC) from the employer for candidates currently working as regular employees in CSIR/Government Organizations/ Autonomous Bodies / Statutory Bodies/ Universities/ PSUs etc. (Annexure-I).

p. Certificate to be produced for claiming Age Concession by regular employee in CSIR/Government Organizations /Autonomous Bodies/Statutory Bodies/Universities/Public Sector Undertakings etc. (Annexure-II)

q. Any other relevant certificates in support of the claim(s) made in the application, as applicable.

Note 1: The documents/ certificates uploaded must be legible.

Note 2: Applications without the required document(s) in the prescribed format will be considered incomplete and will be summarily rejected.

Note 3: Candidates will be asked to bring the documents in original along with self-attested photocopies at an appropriate time.

Note 4: The decision of the Appointing Authority in all matters relating to eligibility, acceptance or rejection of applications to conduct Typing/Written examination will be final and binding on the candidates.

Note 5: Those who claim SC/ST/OBC(NCL)/EWS should upload the relevant certificate without which their candidature will be considered as Unreserved provided they meet the required criteria applicable to Unreserved candidates.

DISCLAIMER

Instances for providing incorrect information and/or process violation by a candidate detected at any stage of the selection process will lead to disqualification of the candidate from the selection process and he/she will not be allowed to appear in any of the Recruitment Process in the future. If such instances go undetected during the current selection process but are detected subsequently, such disqualification will take place with retrospective effect. Clarifications / decisions given / to be given by CSIR-NGRI, regarding process for recruitment shall be final and binding.

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Sd/-
Sr. Controller of Administration

FORMATS FOR CERTIFICATES:

1. Format of 'NO OBJECTION CERTIFICATE' from the employer of candidate currently working as regular employee in CSIR/ Government Organisations /Autonomous Bodies /Statutory Bodies/ Universities/ Public Sector Undertakings etc. (Annexure-I)
2. Certificate to be produced for claiming Age Concession by regular employee in CSIR/Government Organizations /Autonomous Bodies/Statutory Bodies/Universities/Public Sector Undertakings etc. (Annexure-II)
3. The Form of Certificate to be produced by Scheduled Castes and Scheduled Tribes candidates applying for appointment to posts under the Government of India. (Annexure-III)
4. The Form of Certificate to be produced by OTHER BACKWARD CLASSES (OBC) applying for appointment to posts under the Government of India. (Annexure-IV)
5. Form of declaration to be submitted by the OTHER BACKWARD CLASSES (OBC) candidate (in addition to the community certificate). (Annexure-V)
6. Income & Asset Certificate to be produced by ECONOMICALLY WEAKER SECTION (EWS) candidate. (Annexure-VI)
7. Format of Disability Certificate(s) [Annexure-VII (A), (B), (C)] to be produced by PwBD applying for appointment to posts under the Government of India.
8. Format of Certificate regarding physical limitation of an examinee to write to be produced by PwBD applying for appointment to posts under the Government of India. (Annexure-VIII)
9. Letter of Undertaking for Using Own Scribe to be produced by PwBD applying for appointment to posts under the Government of India. (Annexure-IX)
10. Format of Certificate to be produced by Ex-Serviceman applying for appointment to posts under the Government of India. (Annexure-X)
11. Format of Experience Certificate (Annexure-XI)
12. Methodology for resolution of Tie Cases vide CSIR Letter No.5-1(211)/2014-PD dated 30.05.2023 (Annexure-XII)

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Annexure-I

FORMAT OF 'NO OBJECTION CERTIFICATE FROM THE EMPLOYER OF CANDIDATE CURRENTLY WORKING AS REGULAR EMPLOYEE IN CSIR/ GOVERNMENT ORGANISATIONS/AUTONOMOUS BODIES /STATUTORY BODIES/ UNIVERSITIES/ PUBLIC SECTOR UNDERTAKINGS etc.

(Letter Head of the Institution/Issuing Authority)

No..... **Date:** [DD/MM/YYYY]

No Objection Certificate for Applying to Advertisement No. [Advertisement Number]

This is to certify that Dr./Mr./Ms. [Full Name of Employee], [Designation], is a permanent/regular employee of this department/organization and has been serving in the capacity of [Current Position] since [Joining Date].

This department/organization has no objection to his/her applying for the position advertised vide Advt. No. [Advertisement Number] dated [Advertisement Date] for the position of [Post Code/Position]. This department/organization has no objection to Dr./Mr./Ms. [Employee's Name] participating in the selection process or being considered for the aforementioned employment in the new position.

It is also certified that Dr./Mr./Ms. [Full Name of Employee] is not currently undergoing any penalties under the applicable conduct rules and Dr./Mr./Ms. [Full Name of Employee] is neither under suspension, nor any vigilance, disciplinary, or criminal cases is pending against him/her as of the date of issuance of this certificate.

This certificate is issued at the request of the applicant for the purpose of applying to the said advertisement.

Place: .....

For [Name of Department/Organization],

[Signature of Issuing Authority]
[Name of Issuing Authority]
[Designation of Issuing Authority]
[Official Seal/Stamp]
[Contact Information]
[Department/Organization Address]

Annexure-II

FORMAT OF CERTIFICATE TO BE SUBMITTED BY THE GOVERNMENT EMPLOYEE SEEKING AGE RELAXATION - CURRENTLY WORKING AS REGULAR EMPLOYEE IN CSIR/ GOVERNMENT ORGANISATIONS/AUTONOMOUS BODIES /STATUTORY BODIES/ UNIVERSITIES/ PUBLIC SECTOR UNDERTAKINGS etc.

(Letter Head of the Institution/Issuing Authority)

No..... **Date:** [DD/MM/YYYY]

Format of Certificate to be Submitted by The Government Employee Seeking Age Relaxation for Applying to Advertisement No. [Advertisement Number]

It is certified that Shri/Smt/Kum. _____

is a Central Government Civilian employee holding the post of_____

in the pay scale of Rs. _____ with 03 years regular/continuous

service in the grade as _____.

2. There is no objection to his appearing for the post of _____ and document verification for the said recruitment.

For [Name of Department/Organization],

[Signature of Issuing Authority]
[Name of Issuing Authority]
[Designation of Issuing Authority]
[Official Seal/Stamp]
[Contact Information]
[Department/Organization Address]

Place: _____

Date:_____

(*Please delete the words which are not applicable)

Annexure-III

THE FORM OF CERTIFICATE TO BE PRODUCED BY SCHEDULED CASTES AND SCHEDULED TRIBES CANDIDATES APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA

This is to certify that Shri/Shrimati/Kumari*……son/daughter of…… of village/town*…….. in District/Division* ……. of the State/Union Territory* …….. belongs to the ……..…….……Caste/Tribe* which is recognized as a Scheduled Caste/Scheduled Tribe* under:-

* The Constitution (Scheduled Castes) Order, 1950
* The Constitution (Scheduled Tribes) Order, 1950
* The Constitution (Scheduled Castes) Union Territories Orders, 1951
* The Constitution (Scheduled Tribes) Union Territories Order, 1951

[as amended by the Scheduled Castes and Scheduled Tribes lists (Modification) Order,1956; the Bombay Reorganisation Act, 1960; the Punjab Reorganisation Act 1966, the State of Himachal Pradesh Act, 1970, the North-Eastern Areas (Reorganisation) Act, 1971, the Constitution (Scheduled Castes and Scheduled Tribes) Order (Amendment) Act,1976, The State of Mizoram Act, 1986, the State of Arunachal Pradesh Act, 1986 and the Goa, Daman and Diu (Reorganization) Act, 1987.]:

* The Constitution (Jammu and Kashmir) Scheduled Castes Order,1956;
* The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order; 1959 as amended by the Scheduled Castes and Scheduled Tribes Order (Amendment) Act, 1976
* The Constitution (Dadra and Nagar Haveli) Scheduled Castes Order, 1962;
* The Constitution (Dadra and Nagar Haveli) Scheduled Tribes Order, 1962;
* The Constitution (Pondicherry) Scheduled Castes Order 1964;
* The Constitution (Uttar Pradesh) Scheduled Tribes Order,1967;
* The Constitution (Goa, Daman and Diu) Scheduled Castes Order, 1968;
* The Constitution (Goa, Daman and Diu) Scheduled Tribes Order, 1968;
* The Constitution (Nagaland) Scheduled Tribes Order, 1970;
* The Constitution (Sikkim) Scheduled Castes Order, 1978;
* The Constitution (Sikkim) Scheduled Tribes Order, 1978;
* The Constitution (Jammu and Kashmir) Scheduled Tribes Order, 1989;
* The Constitution (Scheduled Castes) Orders (Amendment)Act, 1990;
* The Constitution (ST) Orders (Amendment) Ordinance, 1990;
* The Constitution (ST) Orders (Second Amendment) Act,1991;
* The Constitution (ST) Orders (Amendment) Ordinance, 1991;
* The Scheduled Caste and Scheduled Tribes Orders (Amendment) Act 2002;
* The Constitution (Scheduled Castes) Order (Amendment) Act, 2002;
* The Constitution (Scheduled Caste and Scheduled Tribes) Order (Amendment) Act, 2002
* The Constitution (Scheduled Caste) Orders (Second Amendment) Act, 2002
* The Constitution (Scheduled Caste) Orders (Amendment) Act, 2007

% 2. Applicable in the case of Scheduled Castes / Scheduled Tribes persons, who have migrated from one State / Union Territory Administration.

This certificate is issued on the basis of the Scheduled Castes / Scheduled Tribes* Certificate issued to Shri /Shrimati/ Kumari*…… Father /Mother* of Shri /Shrimati/ Kumari* ……. of village / town*/Territory …… in District/Division*……of the State/Union Territory* ……who belong to the……..…… Caste / Tribe* which is recognized as a Scheduled Caste/Scheduled Tribe* in the State/Union Territory* issued by the…….. dated ……..……

% 3. Shri / Shrimati/ Kumari* …… and/or* his/her* family ordinarily reside(s) ……..……in village/town* …… of…… District/Division* of the State/Union Territory*.

Signature ……
Designation ……
[With seal of Office] State/Union Territory*

Place: ……
Date: ……..

* Please delete the words which are not applicable.
• Please quote specific Presidential Order.
% Delete the paragraph which is not applicable

NOTE: The term "Ordinarily reside (s)" used here have the same meaning as in Section 20 of the Representation will of the Peoples Act, 1950.

** List of authorities empowered to issue Caste / Tribe Certificate:

1. District Magistrate / Additional District Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / Deputy Collector/I Class Stipendiary Magistrate / Sub-Divisional Magistrate / Extra-Asst. Commissioner / Taluka Magistrate / Executive Magistrate.
2. Chief Presidency Magistrate/ Additional Chief Presidency Magistrate / presidency Magistrate.
3. Revenue Officer not below the rank of Tehsildar.
4. Sub-Divisional Officers of the area where the candidate and / or his family normally resides.
5. Administrator/Secretary to Administration/Development Officer (Lakshadweep)

Note: ST candidates belonging to Tamil Nadu State should submit case certificate ONLY FROM THE REVENE DIVISIONAL OFFICER.

Annexure-IV

FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA

This is to certify that Shri/Smt./Kumari …… son/daughter of …… village/town …… in District/Division belongs to the …….. community which is recognised as a backward class under the Government of India, Ministry of Social Justice and Empowerment's Resolution No. …… dated …….. * and/or his family ordinarily reside(s) in the ……. District/Division of the …….. State/Union Territory. This is also to certify that he/she does not belong to the persons/sections (Creamy Layer) mentioned in Column 3 of the Schedule to the Government of India, Department of Personnel & Training O.M. No.36012/22/93-Estt.(SCT) dated 8.9.1993 and O.M. No.36033/1/2013-Estt.(Res) dated 27th May, 2013**

Signature ……..$

Designation ……..……

Dated:

Seal:

* The authority issuing the certificate may have to mention the details of Resolution of Government of India, in which the case of the candidate is mentioned as OBC.

** As amended from time to time.

$ List of Authorities empowered to issue Other Backward Classes certificate will be the same as those empowered to issue Scheduled Caste/Scheduled Tribe certificates.

Note:- The Term 'Ordinarily' used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

Annexure – V

FORM OF DECLARAION TO BE SUBMITTED BY THE 'OTHER BACKWARD CLASS' CANDIDATE

(IN ADDITION TO THE COMMUNITY CERTIFICATE)

I ……..…….. Son/daughter of Shri …… resident of village/town/city ……..…….. district ……. State ……. hereby declare that I belong to the ……. Community which is recognized as a backward class by the Government of India for the purpose of reservation in services as per orders contained in Department of Personnel and Training Office Memorandum No.36102/3/2024-Estt.(SCT) dated 8-9-1983. It is also declared that I do not belong to persons/sections (Creamy Layer) mentioned in column 3 of the Schedule to the above referred Office Memorandum dated 8-9-1983, O.M. No.36033/3/2004-Estt.(Res.) dated 9th March, 2004 and O.M. No. 36033/3/2004-Estt.(Res.) dated 14th October, 2008 and as amended from time to time.

I also declare that the condition of status/annual income for creamy layer of my Parents/guardian is within prescribed limits as on last date of application.

Signature……

Full Name……..…….

Address ……..

Place: ……..

Date: ……

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Annexure - VI

Government of ……..

(Name & Address of the authority issuing the certificate)

INCOME & ASSET CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS

Certificate No. …… Date : ……..……

VALID FOR THE YEAR ……..…

This is to certify that Shri/Smt./Kumari ……...son/daughter/wife of permanent resident of …… Village/Street …….. Post office, …… District ……..…… in the State/Union Territory ……. Pin Code…….. whose photograph is attested below belongs to Economically Weaker Sections, since the gross annual income* of his/her family** is below Rs.8 lakhs (Rupees Eight Lakh only) for the financial year …….. His/her family does not own or possess any of the following assets*** :

I. 5 acres of agricultural land and above;
II. Residential flat of 1000 sq. ft. and above;
III. Residential plot of 100 sq. yards and above in notified municipalities;
IV. Residential plot of 200 sq. yards and above in. areas other than the notified municipalities

2. Shri/Smt./Kumari ..…… belongs to the …… caste which is not recognized as a Scheduled Caste, Scheduled Tribe and Other Backward Classes (Central List)

Signature with seal of Office ……

Name ……

Designation ……

Recent Passport size attested photograph of the applicant

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*Note 1: Income covered all sources i.e. salary, agriculture, business, profession, etc.

**Note 2: The term "Family" for this purpose includes the person, who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years.

***Note 3: The property held by a "Family" in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.

Annexure – VII (A)

FORM-V

CERTIFICATE OF DISABILITY

(In cases of amputation or complete permanent paralysis of limbs and in cases of blindness)

[See rule 18(1)]

(NAME AND ADDRESS OF THE MEDICAL AUTHORITY ISSUING THE CERTIFICATE)

Recent Passport Size Attested Photograph (Showing face only the person with disability

Certificate No. ..... Date: ……

This is to certify that I have carefully examined Shri/Smt/Kum ..... son/ wife/ daughter of Shri..... Date of Birth ..... (DD/ MM/ YY) Age ..... years, male/female..... Registration No. ..... permanent resident of House No Ward/Village/Street..... Post Office ..... District ..... State whose photograph is affixed above, and am satisfied that:

(A) he/she is a case of:

- locomotor disability
- dwarfism
- blindness

(Please tick as applicable)

(B) the diagnosis in his/her case is .....

(A) He/ She has .....% (in figure)..... percent (in words) permanent Locomotor Disability/dwarfism/blindness in relation to his/her..... (part of body) as per guidelines (number and date of issue of the guidelines to be specified).

2. The applicant has submitted the following document as proof of residence:-

Nature of Document	Date of Issue	Details of authority issuing certificate

(Signature and Seal of Authorised Signatory of notified Medical Authority)

Signature/Thumb impression of the person in whose favour certificate of disability certificate is issued

Annexure – VII (B)

FORM-VI CERTIFICATE OF DISABILITY

(In cases of multiple disabilities) [See rule 18(1)]

(Name and Address of the Medical Authority issuing the Certificate)

Recent passport size attested photograph (Showing face only) of theperson with disability

Certificate No. Date:

This is to certify that we have carefully examined Shri/Smt./Kum. _____ son/wife/daughter of Shri _____ Date of Birth (DD/MM/YY)_____ Age_____ Years, male/female Registration No. _____ permanent resident of House No. _____ Ward/Village/Street _____ Post Office District State, whose photograph is affixed above, and am satisfied that:

(A) He/she is a case of Multiple Disability. His/her extent of permanent physical impairment/disability has been evaluated as per guideline (.....number and date of issue of the guidelines to be specified) for the disabilities ticked below, and is shown against the relevant disability in the table below:

S.No.	Disability	Affected part of body	Diagnosis	Permanent physical impairment/mental disability (in %)
1	Locomotor Disability	@		
2	Muscular Dystrophy			
3	Leprosy cured			
4	Dwarfism			
5	Cerebral Palsy			
6	Acid attack Victim			
7	Low Vision	#		
8	Blindness	#		
9	Deaf			
10	Hard of Hearing			
11	Speech and Language disability			
12	Intellectual Disability			
13	Specific learning Disability			

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14	Autism Spectrum Disorder			
15	Mental illness			
16	Chronic Neurological Conditions			
17	Multiple Sclerosis			
18	Parkinson's disease			
19	Haemophilia			
20	Thalassemia			
21	Sickle Cell disease			

(B) In the light of the above, his/her over all permanent physical impairment as per guidelines (……. number and date of issue of the guidelines to be specified), is as follows:

In figures..... percentage

In Words .....percentage

2. This condition is progressive/non-progressive/likely to improve/not likely to improve.

3. Reassessment of disability is: (i) not necessary Or

(ii) is recommended/ after…… years ..... months, and therefore this certificate shall be valid till (DD)/(MM)/(YY)

@ - e.g. Left/Right/both arms/legs
# - e.g. Single eye /both/eyes
€ - e.g. Left/Right/both ears

4. The applicant has submitted the following document as proof of residence:-

Nature of Document	Date of Issue	Details of authority issuing certificate

5. Signature and seal of the Medical Authority.

Name and Seal of Member	Name and Seal of Member	Name and Seal of the Chairperson

Signature/Thumb impression of the person in whose favour certificate of disability is issued.

Annexure – VII (C)

FORM-VII CERTIFICATE OF DISABILITY

(In cases other than those mentioned in Forms V and VI) [See rule 18(1)]

(Name and Address of the Medical Authority issuing the Certificate)

Recent passport size attested photograph (Showing face only) of the person with disability

Certificate No. Date:

This is to certify that I have carefully examined Shri/Smt./Kum ..... son/wife/daughter of Shri ..... Date of Birth..... (DD)/(MM)/(YY) Age ..... years, male/female..... Registration No. ..... permanent resident of House No..... Ward/Village/Street ……..... Post Office ……..... District ……. State whose photograph is affixed above, and am satisfied that he/she is a case of disability. His/her extent of percentage physical impairment/disability has been evaluated as per guidelines (to be specified) and is shown against the relevant disability in the table below:-

S.No.	Disability	Affected part of body	Diagnosis	Permanent physical impairment/mental disability (in %)
1	Locomotor Disability	@		
2	Muscular Dystrophy			
3	Leprosy cured			
4	Cerebral Palsy			
5	Acid attack Victim			
6	Low Vision	#		
7	Deaf	€		
8	Hard of Hearing	€		
9	Speech and Language disability			
10	Intellectual Disability			
11	Specific learning Disability			
12	Autism Spectrum Disorder			
13	Mental illness			
14	Chronic Neurological Conditions			
15	Multiple Sclerosis			
16	Parkinson’s disease			
17	Haemophilia			

18	Thalassemia			
19	Sickle Cell disease			

(Please strike out the disabilities which are not applicable.)

2. The above condition is progressive/ non-progressive/ likely to improve/not likely to improve.

3. Reassessment of disability is:

(i) not necessary Or

(ii) is recommended/ after ..... years months, and therefore this certificate shall be valid till (DD)/(MM)/(YY)

@ - e.g. Left/Right/both arms/legs
# - e.g. Single eye/both eyes
€ - e.g. Left/Right/both ears

4. The applicant has submitted the following document as proof of residence:-

Nature of Document	Date of Issue	Details of authority issuing certificate

(Authorised Signatory of notified Medical Authority)
(Name and Seal)

Countersigned (Countersignature and seal of the Chief Medical Officer/Medical Superintendent/ Head of Government Hospital, in case the certificate is issued by a medical authority who is not a government servant (with seal)

Signature/Thumb impression of the person in whose favour certificate of disability is issued.

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Note: In case this certificate is issued by a medical authority who is not a government servant, it shall be valid only if countersigned by the Chief Medical Officer of the District.

Note: The principal rules were published in the Gazette of India by Ministry of Social Justice and Empowerment vide notification number 489, dated 15.06.2017.

Annexure – VIII

CERTIFICATE REGARDING PHYSICAL LIMITATION OF AN EXAMINEE TO WRITE

This is to certify that, I have examined Mr/Ms/Mrs_____ (name of the candidate with disability), a person with_____ (nature and percentage of disability as mentioned in the certificate of disability), S/o / D/o a resident of _____ (Village/District/State) and to state that he/ she has physical limitation which hampers his/ her writing capabilities owning to his/ her disability.

Signature
Chief Medical Officer/ Civil Surgeon /
Medical Superintendent of a Government health care institution
Name & Designation

Name of Government Hospital/ Health Care Centre with Seal

Place:

Date:

Note: Certificate should be given by a specialist of the relevant stream/ disability (e.g. Visual impairment Ophthalmologist, Loco motor disability-Orthopaedic specialist / PMR)

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Annexure –IX

LETTER OF UNDERTAKING FOR USING OWN SCRIBE

I _____ , a candidate with _____ (name of the disability) appearing for the (nameof the examination) bearing Roll No _____ at _____ (name of the centre) in the District _____, (name of the State/ UT) My qualification is _____.

I do hereby state that _____ (name of the scribe) will provide the service of scribe/ reader/ lab assistant for the undersigned for taking the aforesaid examination.

I do hereby undertake that his/ her qualification is _____ In case, subsequently it is found that his/ her qualification is not as declared by the undersigned and is beyond my qualification, I shall forfeit my right to the post and claims relating thereto.

(Signature of the candidate with Disability)

Place:

Date:

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Annexure – X

PRODUCED BY SERVING/RETIRED/RELEASED ARMED FORCES PERSONNEL FOR AVAILING THE AGE CONCESSION FOR POSTS FILLED BY DIRECT RECRUITMENT

Form of Certificate applicable for Released/Retired Personnel

It is certified that Rank ……. Name ……..... whose date of

birth is ..... has rendered service from ..... to in Army, Navy/Air Force.

2. He has been released from military services:

% a) on completion of assignment otherwise than

(i) by way of dismissal, or
(ii) by way of discharge on account of misconduct or inefficiency, or
(iii) on his own request, but without earning his pension, or
(iv) he has not been transferred to the reserve pending such release

% b) on account of physical disability attributable to Military Service.

% c) on invalidment after putting in at least five years of Military service

3. He is covered under the definition of Ex-Servicemen (Re-employment in Central Civil Services and Posts) Rules. 1979 as amended from time to time.

Place: …….....
Date: …….....

%. Delete the paragraph which is not applicable.

Signature, Name and Designation of the
Competent Authority**
SEAL

B. Form of Certificate for Serving Personnel

(Applicable for serving personnel who are due to be released within one veal')

It is certified that No. ……. Rank ……. Name ……. is serving in the Army/Navy/Air Force from ……

2. He is due for release retirement on completion of his specific period of assignment on …….

3. No disciplinary case is pending against him.

Place: ……
Date: ……

Signature, Name and Designation of the
Competent Authority***
SEAL

Candidate (Serving Personnel) furnishing certificate B as above will have to give the following undertaking:

Undertaking to be given by serving Armed Force personnel who are due to be released within one year

I understand that if selected on the basis of the recruitment/Examination to which this application relates, my appointment will be subject to my producing documentary evidence to the satisfaction of the appointing authority that I have been duly released/retired/discharged from the Armed Forces and that I am entitled to the benefits admissible to Ex-Servicemen in terms of the Ex-Servicemen (Re-employment in Central Civil Service and Posts) Rules, 1979, as amended from time to time.

Place:

Date:

Signature and Name of Candidate

C. Form of Certificate applicable for Serving ECOs/SSCOs who have already completed their initial assignment and are on extended assignment

It is certified that No. ……..…… Rank ……. Name …… whose date of birth is …… serving in the Army/Navy/Air Force from……

2. He has already completed his initial assignment of five years on ……. and is on extended assignment till …….

3. There is no objection to his applying for civil employment and he will be released on three months notice on selection from the date of receipt of offer of appointment.

Place:

Date:

Signature, Name and Designation of the Competent Authority***

SEAL

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Annexure –XI

FORMAT OF EXPERIENCE CERTIFICATE

(To be issued in Company Letter Head Only)

No. …… Date : ……..……

This is to certify that **[Name of Employee] (Employee ID: [ID/Code])** was employed with **[Name of Organization]** from **[Start Date]** to **[End Date]**.

During this tenure, [he/she] held the position of [Job Title/Post].

At the time of [resignation/current employment], [his/her] pay scale, pay level, gross remuneration was [Amount] per [month/annum].

Key Duties and Responsibilities: (Mandatory)

[Responsibility 1]

[Responsibility 2]

[Responsibility 3]

[Responsibility 4]

Conduct of the Candidate_____

For [Name of Department/Organization],

[Signature of Issuing Authority]
[Name of Issuing Authority]
[Designation of Issuing Authority]
[Official Seal/Stamp]
[Contact Information]
[Department/Organization Address]

Place: _____

Date:_____

(*Please delete the words which are not applicable)

Annexure –XII

(CSIR letter No. 5-1(211)/2014-PD dated 30.05.2023)

Wherever two or more candidates have secured equal aggregated marks, the tie may be resolved in accordance with the order of precedence given below (ascending order), till tie is resolved:

No.	Mode of Selection	Order of Preference
a	**Direct recruitment by Selection through Interview only**	i. Date of Birth, with older candidate placed higher, ii. Candidate acquiring Essential Degree earlier placed higher, (**Note:** 'date/year of completion of Internship' will be taken as step (ii), if posts belongs to 'Medical Category') iii. Alphabetical order in which first names of the candidates appear.
b	**Direct recruitment by Selection through Written Test followed by Interview and merit is based on combined marks of Written Test and Interview**	i. Candidate with higher marks in the papers (which have been considered for preparation of merit) of Written Test placed higher, ii. Candidate with lesser negative marks, if applicable, in the papers (which have been considered for preparation of merit) of Written Test placed higher, iii. Date of Birth, with older candidate placed higher, iv. Candidate acquiring Essential Degree earlier placed higher, (**Note:** 'date/year of completion of Internship' will be taken as step (iv), if posts belongs to 'Medical Category') v. Alphabetical order in which first names of the candidates appear.
c	**Direct Recruitment through Written Test only and Written Test consists specialized paper for concerned subject/trade**	i. Candidate with higher marks in the papers of concerned subject/trade placed higher, ii. Candidate with lesser negative marks, if applicable, in the papers of concerned subject/trade of Written Test placed higher, iii. Candidate with lesser negative marks, if applicable, in the papers (which have been considered for preparation of merit) of Written Test placed higher, iv. Date of Birth, with older candidate placed higher, v. Candidate acquiring Essential Degree earlier placed higher, (**Note:** 'date/year of completion of Internship' will be taken as step (v), if posts belongs to 'Medical Category') vi. Alphabetical order in which first names of the candidates appear.
d	**Direct Recruitment through Written Test only (other than those mentioned in 'c' above)**	i. Candidate with lesser negative marks, if applicable, in the papers (which have been considered for preparation of merit) of Written Test placed higher, ii. Date of Birth, with older candidate placed higher, iii. Candidate acquiring Essential Degree earlier placed higher, (**Note:** 'date/year of completion of Internship' will be taken as step (iii), if posts belongs to 'Medical Category') iv. Alphabetical order in which first names of the candidates appear.
e	**Limited Departmental Competitive Examination**	i. Length of Service in the feeder Cadre, ii. Date of Joining CSIR (on regular service), iii. Date of Birth, with older candidate placed higher, iv. Alphabetical order in which first names of the candidates appear.