



National Agri-Food Biotechnology Institute

(An autonomous institute of the Department of Biotechnology,
Ministry of Science and Technology)

Knowledge city, Sector-81, Mohali (Punjab), India-140306

www.nabi.res.in



RECRUITMENT OF THE ADMINISTRATIVE AND TECHNICAL STAFF DIRECT RECRUITMENT BASIS ADVERTISEMENT NO: NABI/ADMIN/1(001)/2022-23-01/Rec[t]

National Agri-Food Biotechnology Institute (NABI), Mohali, is an autonomous R&D Institute of the Department of Biotechnology, Ministry of Science and Technology, Government of India. The institute has a state-of-the-art facility in translational research areas at the interface of Agricultural Biotechnology and Food & Nutritional Biotechnology.

NABI invites applications from the Indian Citizens for filling up the administrative and technical positions on direct recruitment basis, as per details provided below:

TECHNICAL POSITIONS						
<u>Sr. No.</u>	<u>Name of the Post</u>	<u>Post Code</u>	<u>No. of Posts & Category</u>	<u>Age Limit</u>	<u>Level as per 7th CPC</u>	<u>Essential Qualification</u>
01	<u>Senior Technical Assistant</u> <u>Job Description:</u> The Senior Technical Assistant will be responsible for testing of samples, maintaining (basic trouble-shooting) and keeping analytical instruments such as TEM / SEM / AFM etc and any other work assigned by the competent authority from time to time	4001	01 Reserved for OBC	30* Years	06 (Rs 35400- 112400)	BVSc/ B Tech / MSc / B Pharma in Biotechnology/ Food and Nutritional Sciences/ Technology/ Instrumentation/ Agricultural Biotechnology OR equivalent qualification with 02 years of relevant experience.

*Age relaxation shall be as per the Government of India (GOI) norms subject to the submission of supporting documents.

Application Fee:-

The application fee will be received online through 'SBI Collect'. Kindly click on the payment link for online fee deposit at NABI website. Kindly print out the payment receipt (with the successful transaction only) and upload the same in the online application form.

<u>Sr. No</u>	<u>Post</u>	<u>Post Code</u>	<u>Category</u>	<u>Application Fee</u>	<u>Application Fee for Women Candidates</u>
1	Senior Technical Assistant	4001	OBC	₹ 118*	₹ 118*

Fee non-refundable.*Including GST.

General Terms and Conditions

- 1) The qualification prescribed should have been obtained from recognized Universities / Institutions.
- 2) The date for determining the age limit/research experience/qualification shall be 30 days from the date of publication of advertisement in Employment News.

3) Screening cum Selection Process:-

Applications received ONLY through the **ONLINE MODE** in the prescribed format will be considered. Incomplete applications will be summarily rejected. Selection will be based on the written test and/or Skill test.

The consideration of qualifications as 'equivalent' to the essential and/or desirable qualifications stated above shall be the sole discretion of the Screening/Selection Committee.

Please note that the prescribed essential qualifications are minimum, and the mere possession of the same does not entitle any candidate to be called for the written test / skill test. Merit-based shortlisting of the candidates will be carried out by the screening committee (on a well-defined criteria including excellent academic credentials/experience in the relevant areas). However, the institute will have the discretion to fix qualifying marks for the Written Test / Skill test (wherever applicable).

Based on the outcome of the written test/skill test a reserve panel, **in the order of merit**, may also be prepared, which will remain valid for one year from the date of the Written Test / Skill test.

- 4) The period of experience shall be counted after the date of acquiring the minimum essential qualifications prescribed for that post.
- 5) The upper age limit is relaxable for OBC (Non-Creamy Layer) (3 years for OBC-Non Creamy Layer) and other categories such as PwD, Ex-servicemen, if any, as per Govt. of India norms. Candidates belonging to the reserved category must upload the relevant valid certificate issued by the competent authority along with the application.
- 6) Upper age limit shall not be applicable for existing employees of the institute or any employee of the Department of Biotechnology.
- 7) In addition to the usual pay & allowances as admissible vide 7th Pay Commission in the above scales, other benefits, such as Leave Travel Concession (LTC), medical expenses, house rent allowance, transport allowance etc., shall be provided as per institute's rules.
- 9) The selected candidates will be governed by the New Pension Scheme (NPS) of Central Government amended from time to time.

- 10) The appointed candidate shall be considered 'on probation' for a period of two years, which may be extended at the discretion of the Competent Authority. Further continuation, if any, will depend on candidate's performance.
- 11) NABI shall not be held responsible for any delay in receipt or loss of documents in postal transit or non receipt of any communication.
- 12) Employees of Govt./semi-Govt/Autonomous bodies/PSUs/Central/State universities must forward their applications through proper channel or submission of NOC along with application form. However, an advance copy of the application should be submitted through online application form by the due date.
- 13) All applications must be supported by self-attested certificates, including photograph, address, telephone, e-mail, qualifications, experience, the status of reservation etc. **Application should be properly stapled/bind with tag. No loose documents will be accepted with the application form.**
- 14) Interim enquiries would not be entertained at any time. Canvassing in any form or bringing influence, political or otherwise, will lead to disqualification of the candidate. The decision of NABI in all matters relating to eligibility, acceptance or rejection of the application, mode of selection and conduct of interviews will be final and binding on the candidates.
15. For any legal dispute, the courts of law at the Honourable High court of Punjab and Haryana, Chandigarh will have the jurisdiction.

How to apply:-

The eligible candidates shall apply through online mode and also upload the supporting documents as per the given format. Applications received in any mode other than online will not be accepted. **The last date of receipt of the online application is 20th February 2023 (1700 Hrs IST) for all the candidates including far flung areas.**

Further, the candidate should take the printout of the submitted online application form and send to us along with all the uploaded documents and two passport size photographs. The same should reach NABI on or before **7th March 2023 (1700 Hrs IST).**

Candidates from far-flung areas viz., Andaman & Nicobar and Lakshadweep Island, States/Union Territories in the North-Eastern region, Ladakh region of J&K, Sikkim, Subdivision Chamba and Lahaul and Spiti districts of Himachal Pradesh will be required to submit the online application by **20th February 2023 (1700 Hrs IST)** However, the hard copies of the submitted online application form along with uploaded documents and two passport size photographs should reach on or before **20th March, 2023 (1700 Hrs IST)** to the following address for the above-mentioned geographic locations.

Before sending, the candidate should ensure that all the documents are self-attested.

The hard copies of the complete applications for all the candidates should be sent to the following address superscribing "APPLICATION FOR THE POST OF _____ and POSTCODE _____ on the envelope

Manager Administration
National Agri-Food Biotechnology Institute
Knowledge City, Sector-81,
Mohali-140306, Punjab
India.

It is advised to keep the following scanned documents ready before filling out the online application form

(It is suggested to scan the documents from your originals)

- 1) Photograph
- 2) Signature
- 3) Proof of date of birth
- 4) Certificates for the educational qualifications.
- 5) Experience certificates
- 6) Category certificate, if any
- 7) Any other information

If any technical assistance is required with regard to the submission of the application, the candidate may contact the ICT team through tehasstnabi@gmail.com or call +91-172-5221193/164/163

Amendments/Corrigendum in the advertisement, if any shall be available on the NABI website. Before applying, candidates may refer to the NABI website.

To know more about 'National Agri-Food Biotechnology Institute', kindly visit our website www.nabi.res.in.

Manager Administration