

LAST DATE FOR RECEIPT OF APPLICATIONS: 06.02.2012



CENTRE FOR MATERIALS FOR ELECTRONICS TECHNOLOGY (C-MET)

(Scientific Society, Dept. of Information Technology, Govt. of India)

HQRS: SY NO. 34/2B, PANCHAWATI, OFF DR HOMI BHABHA ROAD,

NCL (PO), PUNE 411 008 (MAHARASTRA) Website www.cmet.gov.in

Advertisement No.1/2011

C-MET is a premier R&D organization established by Department of Information Technology, Ministry of Communications and Information Technology, Government of India for development of viable technologies in Electronic Materials specifically in the area of Nanomaterials & Devices, Integrated electronic packaging, Ultra High purity materials, Electro ceramics, Sensors & actuators, Aerogel and Materials for Renewable Energy through its Laboratories at Pune, Hyderabad and Thrissur. C-MET invites applications from Indian nationals possessing excellent academic record and relevant work experience for the following posts in its Laboratories at Pune and Thrissur on Direct Recruitment basis:-

CURRENT VACANCIES

No	Name of post, pay band & grade pay	No of posts	Reservation	Max age	Name of Laboratory
1	Programme Co-ordinator PB3: `15600-39100 GP:7600	1	UR	40	Hqrs: Pune
2	Administrative Officer PB3:`15600-39100: GP:5400	1	UR	35	Hqrs: Pune
3	ET-III (Scientist C) PB3:`15600-39100: GP:6600	1	UR	35	Pune
4	ET-III (Scientist C) PB3:` 15600-39100: GP:6600	1	OBC (OH-PWD)	43 [@]	Pune
5	Executive Technical-I PB2:` 9300-34800: GP:4600	2	UR	30	Thrissur

[@]Including Age Relaxation of 8 years (3+5) over & above maximum age limit of 35 years.

BACK LOG VACANCIES

6	Staff Tech –IV PB2:`9300-34800: GP:4200	1	OBC	33 ^{\$}	Thrissur
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^{\$}Including Age Relaxation of 3 years over & above maximum age limit of 30 years.

ESSENTIAL/DESIRABLE EDUCATIONAL QUALIFICATION AND EXPERIENCE

CURRENT VACANCIES

1. **PROGRAMME CO-ORDINATOR: 1 UR (Hqrs: Pune)** - The incumbent shall be Head of programme co-ordination and business development cell of the Society in its Headquarters.

Essential: B.E/B.Tech/M.Sc or equivalent in Physical/Chemical/Material Sciences/ Metallurgy/ Ceramics/ Chemical Engineering with minimum 60% marks from a recognized University/Institution and having 09 years experience in the relevant field

(or)

M.E./M.Tech in Physical/Chemical/Material Sciences/ Metallurgy/ Ceramics/ Chemical Engineering with minimum 60% marks from a recognized University/Institution and having 08 years experience in the relevant field

(or)

Ph.D in Physical/Chemical/Material Sciences/ Metallurgy/ Ceramics/ Chemical Engineering and having 05 years experience in the relevant field.

Desirable: MBA in Production management/ Marketing.

In case of Recruitment by absorption:

(a) holding analogous post on regular basis or having 5 years regular service in the Pay band: PB3: `15600-39100 with GP: `6600/ and "and possessing qualification prescribed above.

2. **ADMINISTRATIVE OFFICER: 1 UR (Hqrs: Pune)**

He will assist Registrar in the headquarters affairs and in addition will be in-charge of the Personnel, General Administration, and Purchase & Stores under the supervision of Director of laboratory.

Essential: MBA (Personnel/Finance) with 2 years experience or Post Graduate in any discipline with 5 years experience or Graduate with PG Diploma in Management from recognized University with minimum 8 years experience in a responsible position in the field of Personnel Management, facilities management, contracts management, HRD, procurement, stores, Liaison with Govt. office etc. Preferably having working knowledge of autonomous bodies and exposure to Govt. rules and regulations.

In case of Recruitment by absorption:

(a) holding analogous post on regular basis or having 5 years regular service in the Pay Band PB2: `9300-34800 with GP: `4600 (b) and possessing educational qualification Graduate. Desirable: PG Diploma in Personnel / Finance and experience in relevant field.

3 & 4. ET-III (Scientist C) – 2(UR-1 & OBC-1 - Orthopedically Handicapped-PWD) – (Pune Lab)

Essential: B.E/B.Tech/M.Sc or equivalent in Physical/Chemical/ Material Sciences/Metallurgy/ Ceramics /Chemical Engineering/ Nano materials with minimum 60% marks from a recognized University/Institution and having 7 (seven) years experience in the area of electronic material processing & characterization including nano-materials, materials for renewable energy; fabrication of nano-material devices and/or related area in an industrial organization or R&D Laboratory. **(or)**

M.E/M.Tech in Metallurgy/Ceramics/Material Sciences/ Ceramics /Chemical Engineering with minimum 60% marks from a recognized University/Institution and having 5 years experience in the area of electronic material processing & characterization including nano-materials, materials for renewable energy; fabrication of nano-material devices and/or related area in an industrial organization or R&D Laboratory. **(or)**

Ph.D in Physical/Chemical/Material Sciences/Metallurgy/ Ceramics /Chemical Engineering/ from a recognized University/ Institution and having experience in the experience in the area of electronic material processing & characterization including nano-materials, materials for renewable energy; fabrication of nano-material devices and/or related area in an industrial organization or R&D Laboratory.

In case of Recruitment by absorption:

(a) holding analogous post on regular basis or having 5 years regular service in the Pay band `15600-39100 with GP:`5400/ and possessing qualification prescribed above.

5. EXECUTIVE TECHNICAL- I: 2 UR (Thrissur Lab)

Essential: B.E/B.Tech/M.Sc or equivalent in Physical/Chemical/Material Sciences/Metallurgy/ Ceramics/ Chemical Engineering/ Nano materials with minimum 60% marks from a recognized University/ Institution.

(Or)

Diploma in Engineering /B.Sc in Physical/Chemical/ Material Sciences/Metallurgy/ Ceramics/ Chemical Engineering with minimum 60% marks from a recognized University/ Institution with 6 years experience in the area of electronic materials/ceramics/thin films or material synthesis/sol-gel synthesis of porous materials or aero gel & characterization/fabrication of electronic devices and/or related areas in an industrial organization or R&D Laboratory.

BACKLOG VACANCY

6. STAFF TECHNICAL –IV: 1 OBC (Thrissur Lab)

Essential: Diploma in Engineering with specialization in Ceramics/Chemical Engineering OR B.Sc. in Physical/ chemical/Material Sciences with minimum 60% marks from a recognized Institution/University. *Experience:*4 years experience in material synthesis and characterization and processing and/or in the related areas in an industrial organization / R & D laboratory

General Instructions/Information:

- 1 The pay and allowances etc are admissible as per the recommendation of Sixth Pay Commission of the Government of India as extended to Autonomous Bodies. Other benefits include NPS, Medical reimbursement, LTC etc as per rules of the organization.
- 2 Upper age limit is relaxable for SC/ST/OBC (Non Creamy Layer)/Ex-serviceman and Persons with disabilities as per orders of Govt of India issued from time to time. Age limit will be applicable as on closing date. A candidate who claims to belong to SC/ST or to any one of the Other Backward Classes (OBC) has to submit in support of his/her claim an attested copy of a certificate in the prescribed form issued by the competent authority specified by the Central Government. OBC certificate issued should be within one year of the closing date of advertisement.
- 3 Relaxation in upper age limit upto 5 years is allowed for those working in Government of India/Autonomous Bodies /PSUs etc.
- 4 **In exceptional cases the Appointing Authority shall have powers to relax the age with reasons to be recorded in writing.**
- 5 Persons with Orthopaedically handicapped/Hearing impairment may apply against all the above posts and will be considered alongwith other candidates, if otherwise found eligible (fulfill the qualification and experience). Above posts are not suitable for Blind.
- 6 The application must be submitted alongwith Demand draft for `100/- for the posts at Sl. No. 1 to 5 and for ST-IV posts (Sl. No. 6) it is `50/-drawn in favour of "C-MET, Payable at Pune" **(no fee for SC/ST and other notified categories by Government of India)**. Application fee is non-refundable under any circumstances.
- 7 Separate application with application fee shall be submitted if the applicant wishes to apply for different Laboratory for the same post as well as different posts.
- 8 Those employed in Govt Deptt/ PSUs/ Autonomous Bodies should send their application through proper channel within the closing date, or else produce NOC at the time of interview.
- 9 The number of vacancies is subject to change and the Centre reserves the right in this matter.
- 10 Panel(s) will be formed for filling future vacancies occurring during a period of one year.
- 11 The Centre reserves the right to: a) not to fill up all or any of the advertised positions.
- 12 Attested copies of certificates/testimonials should be enclosed alongwith the application. Diploma/degree shall be from recognized Institution/University.
- 13 Canvassing in any form will disqualify a candidate.
- 14 The applications or advance copies of applications received after closing date or without enclosures or incomplete applications will be summarily rejected. Centre cannot take any responsibility for transit, postal and other delays.
- 15 Amendments/Changes, if any, in the advertisement shall be published only on the Centre's website.
- 16 For application Format and for other details please log on to our website www.cmet.gov.in.
Application should be sent to The Registrar, Centre for Materials for Electronics Technology (C-MET), Sy No.34/2B, Panchavati, Off Dr Homi Bhabha Road, NCL (PO), Pune 411 008 INDIA so as to reach on or before **06.02.2012**, duly superscribing prominently on the envelop "Name of the Post

_____ and Laboratory Name _____”.

**Centre For Materials For Electronics Technology,
PUNE**

APPLICATION FORM

Amount: _____

DD No. _____ date _____

Name of issuing branch: _____

*Please affix
recent
passport size
photograph*

1. Advertisement No : **1/2011**

2. Post Applied for :
with name of the Laboratory :

3. Name in full (in BLOCK letters) :

4. Father's/Husband's Name :

5. Date of Birth (Proof to be enclosed):
Age at Matriculation (10th Std) :
Age as on _____ :

6. Nationality :

7. Religion :

8. Correspondence Address :

E-mail:

Mobile No.:

9. Permanent Address :

Mobile No.:

Phone No.:

10. Whether belongs to General/SC/ST/OBC/PWD :
(strike out whichever is not applicable)

11. Whether documentary proof from appropriate authority in support of your claim being SC/ST/OBC/ PWD is enclosed (furnish details) :

12. Educational Qualifications :
(in chronological order starting with 10th /Matric onwards) - **Use extra sheet if needed**

Exam Passed	Year of Passing	University / Board	Subject	Marks	Percentage of Marks

13. Details of Experience; if any (particulars of all previous and present employment) (starting with the most recent) - **Use separate sheet**
0

Name of the Organization / Institute	Post Held	Duration		Basic pay in the Scale of Pay/Pay band with Grade Pay	Detailed nature of duties performed (Use separate sheet)*
		From	To		

* duly authenticated by your signature

14. Whether qualifications/experience prescribed for the post applied for are satisfied (if any of the qualification secured by you is considered equivalent to the prescribed, indicate authority thereon) :

15. Please state clearly with reference to information furnished above, you meet the requirement of the post :

16. Details about present Employment with nature : (Regular/contract/deputation)

17. Name and complete address alongwith e-mail, fax and telephone Nos of two referees who can comment on the candidates suitability etc

1.	_____	2.	_____
	_____		_____
	_____		_____
	Telephone: _____		Telephone: _____
	Fax: _____		Fax: _____
	E-mail: _____		E-mail: _____

18. Any other information you may like to indicate

19. Would you like to treat your personal information in this application with enclosures as confidential for RTI Act 2005 provisions **(Write Yes or No):**

DECLARATION

I certify that the above information is correct and complete to the best of my knowledge and belief and nothing has been concealed/ distorted. If at any time I am found to have concealed / distorted any material information, my appointment shall be liable to summary termination without notice/ compensation in lieu thereof.

Place :

Date :

Signature of the candidate

**CERTIFICATE TO BE FURNISHED BY THE EMPLOYER/HEAD OF OFFICE/
FORWARDING AUTHORITY, IF IN GOVT SERVICE AND APPLYING
THROUGH PROPER CHANNEL**

Certified that the particulars furnished by _____ are correct and he/she possesses educational qualification and experience mentioned in the advertisement.

Further certified that:

- (i) There is no vigilance case pending/contemplated against him.
- (ii) His/her integrity is beyond doubt.
- (iii) No major/minor penalties have been imposed on him/her during last 10 years

Signature: _____

Name and Department office seal