

# CSIR - NATIONAL ENVIRONMENTAL ENGINEERING RESEARCH INSTITUTE

[Council of Scientific & Industrial Research]

Nehru Marg, Nagpur – 440 020



(An ISO 9001:2008 certified organization)

Website: <http://www.neeri.res.in>

Tel.No.0712-2249885-88, 2249969-72, Fax No.0712-2249989/2249900

## ADVERTISEMENT NO.: 1/2018

**Last Date for Receipt of Applications: 02.04.2018**

**“GOVERNMENT STRIVES TO HAVE A WORKFORCE WHICH REFLECTS GENDER BALANCE  
AND WOMEN CANDIDATES ARE ENCOURAGED TO APPLY”**

CSIR - National Environmental Engineering Research Institute (CSIR-NEERI) established in the year 1958 with its headquarters at Nagpur and at present having its five Zonal Centers at Delhi, Mumbai, Chennai, Kolkata and Hyderabad, is one of the constituent Institutes of the Council of Scientific & Industrial Research (CSIR), a premier multi-disciplinary R & D organization in India which is an autonomous body of the Department of Scientific & Industrial Research under the aegis of the Ministry of Science & Technology, Government of India. The Institute is engaged in Research & Development in the areas of Air Pollution Control Technology, Water and Wastewater Technology, Environmental Biotechnology and Genomics, Municipal Solid and Hazardous Waste Management, Climate Change, Environmental System Design Modeling & Optimization, Environmental Impact & Risk Assessment and Sustainability Development and Environmental Health Studies. The Institute is looking for enthusiastic, talented young persons with brilliant academic record, proven technical achievements and zeal for innovative Technical Support in the Research & Development activities of the Institute. The jobs offer exciting opportunities for career growth as Flexible Complementing Scheme is applicable to CSIR-NEERI.

Applications are accordingly invited in the prescribed forms from Indian Nationals for the following Technical positions:-

Particulars of the Posts	No. of Post(s) with reservation(s)	Reservation status	Pay Matrix Total Monthly Emoluments * (Approx.)	**Upper Age Limit not exceeding (as on 31.01.2018)	
Technical Assistant/ Group-III(1)	10 [Ten] posts-	<b>301</b> (UR-1, SC-2, OBC-2)	Level-6 *Rs.35400/- + D.A., Transport Allowance, HRA etc.	28 years	
	Code	No. of posts			<b>302</b> (SC-1, OBC-1)
	301	5 posts			
	302	2 posts			
	303	2 posts			
	304	1 Post			<b>303</b> (UR-1,OBC-1)
(under Post Code 301, one post is reserved for Persons with disabilities, from <b>OH Category.</b> )					
		<b>304</b> (UR-1)			
Technical Officer/ Group-III(3)	1 [One] Post (Post Code 305)	UR	Level-7 *Rs.44900/- + D.A., Transport Allowance, HRA etc.	30 years	
Sr. Technical Officer (1)/ Group-III(4)	1 [One] Post (Post Code 306)	UR	Level-10 *Rs.56100/- + D.A., Transport Allowance, HRA etc.	35 years	
Sr. Technical Officer (1)/ Group-III(4) <b>OR</b> Sr. Technical Officer(2)/group- III(5)	2 [Two] Posts (Post Code 307)	UR	Level-10 Rs.56100/- + D.A., Transport Allowance, HRA etc <b>OR</b> Level-11 *Rs.67,700/- + D.A., Transport	35 years  40 years	
Sr. Technical Officer (1)/ Group-III(4) <b>OR</b> Sr. Technical Officer(2)/group- III(5)	1 [One] Post (Post Code 308)	UR	Level-10 *Rs.56100/- + NPA, D.A., Transport Allowance, HRA etc <b>OR</b> Level-11 Rs.67,700/- + NPA, D.A., Transport Allowance, HRA etc	35 years  40 years	

\*Emoluments shown are only illustrative.

\*\* Please see details of age relaxations under 'General Information and Conditions: Condition No. 3 - Relaxations.

**The minimum qualifications, experience, etc. for all the above posts are as under:-**

**[1] Post Code No. 301 Technical Assistant/Group-III(1): 5 posts [UR-1, SC-2, & OBC-2 ]**

**[Out of the above posts, one post is reserved for Persons with Disability under "OH" Category.]**

**Area: Chemistry/Environmental Science**

**Essential Qualifications:** 1<sup>st</sup> class B.Sc.(Chemistry/Environmental Science) with one-year full time professional qualification or one-year experience in the Chemistry/Environmental Science discipline from a recognized Institute/Organization.

**Desirable:** Candidates with higher qualifications, experience in relevant field such as environmental chemistry, environmental science, analytical chemistry and water, air, solid waste analysis with technology development or deployment with good academic record.

**Job Requirements:** (Illustrative only)

- i. Field studies involving Sampling and analysis of various environmental quality parameters of air, solid & hazardous wastes, water/wastewater, soil, noise, biological (phyto & zoo plankton), microbiological elements.
- ii. R&D in the field of (i) Design and development of technologies implementable in the field for solving environment problems and other health related pollutants.
- iii. Handling various instruments for environmental monitoring.

**[2] Post Code No. 302 Technical Assistant/Group-III(1): 2 Posts [SC-1 and OBC-1]**

**Area: Instrumentation**

**Essential Qualifications:**

1<sup>st</sup> class B.Sc. (Electronics/Electrical/Instrumentation) with one-year full time professional qualification in Electronics/Electrical/Instrumentation or one-year experience in the relevant discipline from a recognized Institute/Organization.

**OR**

1<sup>st</sup> Class Diploma in Engineering/Technology (Electronics/Electrical/ Instrumentation) of at least 3 years full time duration or at least 2 years full time duration in case of lateral admission in diploma courses or its equivalent with experience of 2 years in the relevant area/field.

**Desirable:** Candidates with higher qualifications, experience in relevant field such as Instrumentation (Electronics/Electricals/Instrumentation) with good academic record.

**Job Requirements:** (Illustrative only):

- i. To handle, operate and maintain sophisticated analytical/electronics equipments.
- ii. To assist scientists in data analysis and project activities.
- iii. Proficiency in data management tools.
- iv. Design and development of micro controller based instruments

**[3] Post Code No. 303 Technical Assistant/Group-III(1): 2 Posts [UR-1 and OBC-1]  
Area - Microbiology/Bio-technology.**

**Essential Qualifications:** 1<sup>st</sup> class B.Sc. (Microbiology/Bio-technology) with one year full time professional qualification in Microbiology/Bio-technology or one year experience in the relevant discipline from a recognized Institute/Organization.

**Desirable:** Candidates with higher qualifications, experience in relevant field with technology development, deployment with good academic record.

**Job Requirement:** (Illustrative only)

- i. Microbiological isolation with emphasis on prokaryotic viruses from environmental source sample & maintenance.
- ii. Sample collection from environment.
- iii. Handling of molecular biology equipments.
- iv. To assist scientists in the following areas:
  - i) Molecular biology procedures
  - ii) Microbiology procedures
- v. To assist Scientists in R&D and other related activities of the Institute.
- vi. To assist in data generation.

**[4] Post Code No. 304 Technical Assistant/Group-III(1): 1 Post [UR]  
Area: Remote Sensing/GIS.**

**Essential Qualifications:** 1<sup>st</sup> class B.Sc.(Sci.) with one year full time professional qualification in Remote Sensing/GIS or one year experience in the area of Remote Sensing/GIS from a recognized Institute/Organization.

**OR**

1<sup>st</sup> Class Diploma in Engineering/Technology of at least 3 years duration or at least 2 years full time duration in case of lateral admission in Diploma Course or its equivalent with experience of 2 years in the area of Remote Sensing/GIS.

**Desirable:** Candidates with higher qualifications, experience with good academic record.

**Job Requirement:** (Illustrative only)

- i. To assist scientists in R&D project activities of the Institute using Remote Sensing/GIS data analysis pertaining to various environmental components.
- ii. Handling of GIS related instruments/equipments/tools.
- iii. assist in data acquisition, processing, interpretation, report preparation.

**[5] Post Code No. 305 Technical Assistant/Group-III (3): 1 Post [UR]**  
**Area: Event Management/Business Development**

**Essential Qualifications:** MBA (Event Management/Business Development) with 55% marks after 1<sup>st</sup> class B.Sc.  
OR  
B.E./B.Tech. (Environmental Engineering, Environmental Management, Chemical Engineering) with 55% marks

**Desirable:** Candidates with higher qualifications, experience in the area of Business Management/Development, Technology Marketing and Event Management with good academic record.

**Job Requirement:** (Illustrative only)

- i. For managing various Scientific/General events being conducted by the Institute.
- ii. For assisting Business Development Group of this Institute in business development.

**[6] Post Code No. 306 Senior Technical Officer (1)/Group-III (4): 1 Post [UR]**  
**Area: Mechanical Engineering**

**Essential Qualifications:** B.E./B.Tech in Mechanical Engineering with 55 % marks and two years' experience post B.E./B.Tech. in the relevant area/discipline .

**Desirable:** Candidates with higher qualifications, experience in handling of machines/mechanical workshop, with field demonstration, pilot plant etc. with good academic record.

**Job Requirement:**

- i. To work as Workshop In-charge.
- ii. Design, fabrication, deployment and field implementation of technology demonstration plants/pilot plants.

**[7] Post Code No. 307 Senior Technical Officer (1)/Group-III (4)**  
**OR Senior Technical Officer(2)/Group-III(5)] : 2 Posts [UR]**  
**Area: Environmental Science/Environment Engineering**

**7.1 FOR Senior Technical Officer (1)/Group-III (4)**

**Essential Qualifications:** M.Sc. (Env. Science)/B.E./B.Tech (Environment Engg.) with 55% marks and two years experience post M.Sc. (Env.Sci.)/B.E./B.Tech.(Env. Engg.) in the relevant area/discipline.

**7.2 FOR Senior Technical Officer (2)/Group-III(5)**

**Essential Qualifications:** M.Sc. (Env. Science)/B.E./B.Tech (Environment Engg.) with 55% marks and Five years experience post M.Sc. (Env. Sci.)/B.E./B.Tech.(Env. Engg.) in the relevant area/discipline

**Desirable:** Candidates with higher qualifications, experience in technology development, patenting processes and laboratory, pilot experience with good academic record.

**Job Requirement:** (Illustrative only)

- i. Management of Innovation Centre, Technology Deployment, Technology transfer, basic processes of innovation management.

**[8] Post Code No. 308 Resident Medical Officer**

**[Technical Group-III (4)/Senior Technical Officer (1)]**

**OR [Technical Group-III(5)/Senior Technical Officer (2)]** }

**1 Post [UR]**

**Area: Medical Sciences**

**[8.1] FOR Technical Group-III (4)/Senior Technical Officer (1)**

**Essential Qualifications:** MBBS with 55% marks.

**[8.2] FOR Technical Group-III(5)/Senior Technical Officer (2)]**

**Essential Qualifications:** MBBS with 55% marks with three years' experience in the relevant area OR MBBS with MD or equivalent.

**Desirable:** Candidates with higher qualifications with experience in general medicine and working in a clinic and hospital handling all general cases, OPD etc. with good academic record.

**Job Requirement:** (Illustrative only)

- i. To work as RMO in NEERI Dispensary.
- ii. Treatment of patients on day care basis
- iii. To attend employees, pensioners and their dependents for OPD Treatment and to refer them to specialist whenever necessary.
- iv. To attend emergency cases.
- v. To assist Chief Medical Officer, NEERI Dispensary in health care management of the Institute and administration of NEERI Dispensary.

### **GENERAL INFORMATION AND CONDITIONS:**

#### **1. Benefits under Council service-**

- a. These posts, in addition to Pay in the Pay Matrix carry usual allowances i.e. Dearness Allowance (DA), House Rent Allowance (HRA), and Transport Allowance (TA) etc. as admissible to the Central Government employees and as made applicable to CSIR employees. They are also eligible for council accommodation of their entitled type as per CSIR (Residence Allotment) Rules 1997 as amended from time to time and depending on availability in which case HRA will not be admissible to them.
- b. In addition to the emoluments indicated against each category of posts, benefits such as Reimbursement of Medical Expenses, Reimbursement of Tuition Fees, Leave Travel

Concessions, Computer Advance and House Building Advance are also available as per CSIR rules. The selected candidates will be governed by the 'National Pension System' based on defined contributions as adopted by CSIR for its employees. However, persons selected from other Government Departments/ Autonomous Bodies/Public Sector Undertakings/Central Universities having pension scheme on Government of India pattern will continue to be governed by the existing Pension Scheme i.e. C.C.S. ( Pension) Rules, 1972, as per the rules.

- c. CSIR provides excellent opportunities to the deserving candidates for career advancement under the flexible complimenting scheme-time bound Assessment Promotion Scheme of CSIR subject to qualifying, as per rules.
- d. Exceptionally meritorious candidates may be considered for advance increments as per CSIR Rules.

## 2. OTHER CONDITIONS-

- a. The applicant must be a Citizen of India.
- b. All applicants must fulfil the essential requirements of the post and other conditions stipulated in the advertisement as on the last date for receipt of the applications. They are advised to satisfy themselves before applying that they possess at least the minimum essential qualifications laid down for various posts which are compulsory even if a candidate has some other higher qualifications. **No enquiry asking for advice as to eligibility will be entertained.**

The prescribed essential qualifications are the minimum and should be in the area mentioned against each post. Mere possession of the same does not entitle candidates to be called for interview/test. The duly constituted Screening Committee will adopt its own criteria for short-listing the candidates. The candidate should, therefore, mention in the application all the qualifications and experience in the relevant area over and above the minimum prescribed qualification, supported with documents and ensure that all details are in full and accurate.

The application should be accompanied by attested copies of the relevant documents/certificates in support of age, educational qualifications, marks obtained, experience, caste/community/class, etc. The prescribed qualifications should have been obtained through recognized Universities/ Institutions, etc. Incomplete applications received after due date or not accompanied with the required attested certificates/documents, requisite application fee, wherever necessary, **are liable to be rejected.**

- c. **In respect of equivalency of Essential Qualifications**, if a candidate is claiming a particular qualification as equivalent qualification as per the requirement of the advertisement, **then the candidate is required to produce order/letter in this regard**, indicating the Authority (with number and date) under which it has been so treated; otherwise the application is liable to be rejected. The decision of the Director General, CSIR with regard to equivalence of qualification (s) and about recognition of Universities/Institutes shall be final and binding.



- d. **The period of experience** rendered by a candidate **on part time basis, daily wages, visiting/ guest faculty will not be counted while calculating the valid experience** for short listing the candidates for interview.
- e. If any document/certificate furnished is in a language other than Hindi or English, a transcript of the same duly attested by a Gazetted officer or Notary is to be submitted.
- f. The date for determining the upper age limit, qualifications and /or experience shall be the closing date prescribed for receipt of completed applications.
- g. The period of experience in a discipline/area of work, wherever prescribed, should be in relevant area of work/field indicated against such posts which shall be counted after the date of acquiring the minimum essential educational qualifications prescribed for that post.
- h. **Persons with Disabilities (PWD) fulfilling the eligibility conditions prescribed under Government of India instructions are encouraged to apply.** *Relaxation in age-limit shall be applicable irrespective of the fact whether the post is reserved for them or not, provided the post is identified suitable for persons with disabilities* since this is a horizontal reservation. For Age Relaxations see Condition 3 below.
- i. In case a candidate is staying abroad, and his/her application is short listed, his candidature may be considered *in absentia* by the Selection Committee on his/her written request. The interview by the Selection Committee shall be on modes like video conferencing. The candidate must ensure availability on the scheduled date and time of the interview in such cases.
- j. Only outstation candidates called and **found eligible** for interview will be paid to and from single second class rail fare including reservation charges, if any, *on through ticket basis/ordinary bus fare* from the actual place of undertaking the journey or from the normal place of their residence as declared in the application, *whichever is nearer to Nagpur*, on production of Rail Tickets/Rail Ticket PNR Numbers/Bus Tickets or any other proof of journey.
- k. The numbers of vacancies are provisional and may vary depending on the requirement of the institute/circumstances prevailing at the time of issue of offer of appointments.
- l. Any discrepancy found between the information given in the application and as evident in original documents will make the candidate ineligible for appearing in interview/test. Such candidate will not be paid any T.A. fare.
- m. The decision of the CSIR-NEERI/CSIR in all matters relating to eligibility, acceptance or rejection of any/all applications, fixing the eligibility criteria, equivalence of qualifications, mode of screening/selection, conduct of examination/interview, will be final and binding on the candidates.

**The normal Selection Procedure for Technical Assistant/Group-III(1)-** The candidate as recommended by the Screening Committee will be invited for Trade Test. Those who qualify in the Trade Test will be invited for a competitive written examination. The final merit list will be prepared on the basis of the performance of the candidate in the competitive written examination. The syllabus of written/trade test will be displayed on Institute's website: [www.neeri.res.in](http://www.neeri.res.in), separately in due course of time.

**The normal Selection Procedure for Technical Officer/Group-III(3) and above** - The candidates will be shortlisted by the duly Constituted Screening Committees as per the



criteria fixed by them and its recommendations will be duly approved by the competent authority. *[The desirable qualifications may be the guidelines for Screening Committee but it may devise its own criteria apart from it depending upon the response of the candidates].* The Candidates may be considered *for further written/screening test or seminar (if required)* for shortlisting the candidates to be called for interview. The candidates so shortlisted will be considered for interview by the duly constituted Selection Committee(s) to evaluate their suitability for the posts on merit. The Recommendations of the Selection Committees will be duly approved by the competent authority.

The Director, CSIR-NEERI reserves the right to cancel the advertisement without assigning any reason therefor.

- n. The selected candidates are liable to be posted in any of the establishments under the administrative control of the Director, CSIR-NEERI viz. at the Headquarters in Nagpur or its Zonal Centres at Delhi, Mumbai, Chennai, Kolkata and Hyderabad, in public interest.
- o. Applicants must disclose as to whether any of their close or blood relatives are employees of CSIR-NEERI or CSIR or any other laboratory/institute of CSIR in the application form. Close relations would include wife/husband/son/daughter/brother/sister/son-in-law/daughter-in-law and those who could be termed as blood relations.
- p. Notifications regarding test/interview dates, recommendations of the screening committees along with criteria adopted by it shall be displayed on the Institute's website: [www.neeri.res.in](http://www.neeri.res.in) from time to time.
- q. **NO INTERIM ENQUIRY OR CORRESPONDANCE SHALL BE ENTERTAINED.**
- r. Canvassing in any form and/or bringing any influence political or otherwise will be treated as a disqualification for the post.
- s. The recruitment for the above posts is governed by the "CSIR Service Rules, 1994 for Recruitment of 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.

### 3. RELAXATIONS-

- a. The upper age limit is relaxable up to 05 [five] years for Scheduled Caste [SC]/Scheduled Tribe [ST] and 03 [three] years for Other Backward Class [OBC] candidates, as per Government of India orders in force, only in respect of those cases where the posts are reserved for these respective categories *[attested copies of the certificates to be enclosed to the application, as required]*. SC/ST/OBC candidates who apply against the posts not reserved for them are not eligible for age relaxation in respect of such posts and they are treated on par with general candidates **in respect of their selection** *[Application Fee Exemption is, however, applicable for SC and ST candidates in such cases]*.

The candidates belonging to the reserved category of SC/ST/OBC must submit along with their applications, an attested photocopy of the certificate which should be in the prescribed form issued by the Competent Authority Empowered to issue such Certificates (Like SDO/District Magistrate/Dy. Commissioner) as per the Government of India Orders. As for OBC certificates, both the conditions of OBC status as well as exclusion from 'Creamy Layer' with respect to Government of India criteria and not State Government criteria, are to be met. The OBC certificate should be latest. In addition to the certificate issued by the competent authorities, the OBC candidates have to give declaration before

the Test/ interview that they belong to the recognized OBC castes and also do not belong to persons/sections (Creamy Layer) as per GOI orders/norms on the crucial date i.e. the closing date for receipt of completed applications. For information and compliance, **the prescribed forms for producing OBC certificate and the Declaration thereof referred to above are uploaded on the web site of CSIR-NEERI separately under the link for “Other Forms in respect of Advertisement No.1/2018”**. The SC/ST/OBC certificates should be only in the prescribed formats / certificates in any other format will not be acceptable. The **OBC certificates** should be in the format **FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA** with reference to relevant Government of India Orders meeting the Creamy Layer Criteria as laid down by Government of India and not for appointment in any of the States of Union bearing references to those State Government Orders.

*It may please be well noted that the appointments to the reserved posts will be provisional and subject to the verification of caste certificates through proper channels. If the verification reveals that the claim of the candidate to belong to the SC/ST/OBC is false OR it reveals that the claim of the candidate to belong to creamy layer is false, 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 provisions of the Indian Penal Code for production of false certificate.*

- b. Upper age limit is also relaxable up to five years for the regular employees working in CSIR Laboratories / Institutes, Government Departments, Autonomous Bodies and Public Sector Undertakings in accordance with the instructions and orders issued by the Government of India from time to time in this regard. *This age relaxation will be admissible to such of the Council/Government Servants etc. who have completed three years continuous service in these departments and are working in posts which are in the same line or allied cadres AND where a relationship could be established that the service already rendered in a particular post will be useful for the efficient discharge of the duties of the post (s) recruitment to which has been advertised.*
- c. In respect of widows, divorced women and women judicially separated from their husbands and who are not re-married, the upper age limit is relaxable up to the age of 35 years (upto 40 years for members of Scheduled Caste/Scheduled Tribe and 38 years for OBC candidates) but no relaxation of educational qualification or method of recruitment.
- d. Age relaxation to **Persons with Disability (PWD)** : Age relaxation of 10 (Ten) years is allowed [*total 15 years for SC/ST and 13 years for OBC candidates*] to PWDs for posts of Technical Group-III(1). Age relaxation of 5 (five) years is allowed (total 10 Years for SC/ST and 8 years for OBC) for posts of Technical Group- III(3) and above. The PWD categories consists of Blind [Blindness or Low Vision], Deaf-Mute [Hearing Impairment] and Orthopedically Handicapped [Locomotor Disability or Cerebral Palsy]. *Relaxation in age-limit shall be applicable irrespective of the fact whether the post is reserved for them or not, provided the post is identified suitable for persons with disabilities* since this is a horizontal reservation.

The persons claiming age relaxation under this sub-para are required to produce a **Disability Certificate** issued by the Competent Authority in the prescribed form, as per Government of India orders, in support of their claims. Only such persons would be eligible for P.W.D. reservation/consideration for the relevant category who suffer from

not less than 40% relevant disability as per the **Disability Certificate** [*Prescribed form of the Medical Certificate to be produced is uploaded on the web site of CSIR-NEERI for reference under the link for "Other Forms in respect of Advertisement No.1/2018"*]. 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 post to be filled by Direct Recruitment by Selection vis-à-vis keeping in view their disability.

No Application Fee is payable by them. All other relaxations/concessions will be as per the Government of India orders. PLEASE NOTE, P.W.D. CANDIDATES SHOULD MENTION IN APPLICATIONS, THEIR CASTE/COMMUNITY LIKE SC/ST/ OBC/GEN and also produce Certificate of the concerned Caste/Community, as this is a horizontal reservation.

- e. In the case of posts reserved for Scheduled Castes, Scheduled Tribes, Other Backward Classes, a lower standard of suitability at the time of test/interview, consistent with efficiency in administration, will be applied.
- f. Relaxation of five years will also be permissible to those persons who had ordinarily been domiciled in the Kashmir Division of the State of Jammu and Kashmir during the period from 01-01-1980 to 31-12-1989 subject to production of relevant certificate from the concerned authority.
- g. Age relaxation for ex-servicemen, Disabled Defence Services Personnel and the meritorious sportspersons will be made applicable as per Government of India Rules.
- h. Relaxation in age, over and above the stipulated limit, educational qualification and / or experience may be considered as under-
  - i. Relaxation in the qualification and/or experience prescribed may be allowed at the discretion of the DG, CSIR in the case of candidates belonging to Scheduled Castes, Scheduled Tribes/OBC against posts reserved in favour of them.
  - ii. Relaxation in age, qualification and/or experience may be permitted by DG, CSIR if the Director of the laboratory based on the recommendation of Screening Committee is of the opinion that sufficient number of candidates possessing the requisite qualification and/or experience are not likely to be available to fill up the posts.

#### 4. HOW TO APPLY-

- a. Eligible candidates are required to apply in the prescribed application form available on our website <http://www.neeri.res.in> under the link for "**Application Form in respect of Advertisement No.1/2018 along with Synopsis**" which can be downloaded by them. The completed applications (s) should reach (s) the institute on or before the closing date for receipt of applications which is 02.04.2018.  
Candidates applying for more than one post should submit Separate Application Form for each post along with a separate Application Fee indicating clearly Post Code No. and Advertisement No. on the top of the envelop. Single application for more than one post code will be rejected.
- b. If the candidate does not have a valid E-mail id, he/she should create a new valid E-mail id before applying and indicate it at the appropriate place in the Application Form.

- c. In case of universities/institutes awarding CGPA/SGPA/OGPA grades etc., candidates are requested to convert the same into percentage, based on the formula as per their university/institute **[A copy of such formula should be available with the application]**.
- d. For payment of non-refundable Application Fee, the candidates are required to submit a crossed **Demand Draft for Rs.100/- [Rupees One Hundred Only] drawn on any nationalized bank and valid for at least 3 months in favour of "Director, CSIR-NEERI, Nagpur" payable at Nagpur OR payment can be made through RTGS/NEFT transfer in NEERI's Account No. 00000030266513766 (SBI, NEERI Branch, Nagpur) (IFSC Code SBIN0004224]. Hard copy of RTGS/NEFT transfer is required to be submitted with the application form. The last date for receipt of the application along with the D.D./NEFT/RTGS is 02.04.2018.** Please ensure that the Demand Draft is in favour of the Director, CSIR-NEERI only and not in favour of any other person, failing which application will be liable for rejection.

The following details must also be filled up on back side of the Demand Draft **(i) Candidate's Name (ii) Candidate's Category (iii) Post Code Number/Advertisement No. of the Post Applied For.**

In case of candidate desirous of applying for more than one post, application for each post should be submitted separately along with the separate application fee of Rs. 100/-.

**The candidates belonging to categories of SC/ST/PWD [Physically Handicapped]/Regular Employees of CSIR/Abroad candidates/Women are exempted from payment of application fee.**

- e. The Application forms duly filled in the prescribed form along with the Synopsis and complete in all respects accompanied by attested copies of the certificates, mark sheets, testimonials in support of age, education qualifications, experience, caste/community/class, re-prints of publications along with recent passport size self-signed photograph affixed on the application form + one more to be stapled, as required with Demand Draft for Application Fee (wherever applicable), as required above, should be sent to the **Director, CSIR-National Environmental Engineering Research Institute, Nehru Marg, Nagpur - 440 020** in an envelope super scribed as **"APPLICATION FOR THE POST OF \_\_\_\_\_ (POST CODE No\_\_\_\_\_/Advertisement No:1/2018)" by post so as to reach on or before 02.04.2018.**
- f. Application once made will not be allowed to be withdrawn and fees once paid will not be refunded on any count nor can it be held in reserve for any other recruitment or selection process.
- g. Applications from employees of Government Departments, Public Sector Undertakings, Autonomous Bodies and Government Funded Research Agencies will be considered only if forwarded through proper channel, with a clear certificate that there is no vigilance case pending/being contemplated against him/her and that the applicant, if selected, will be relieved within one month of the receipt of the appointment order. However, advance copy of the application may be submitted before the closing date but Applications routed through proper channel should reach CSIR-NEERI at the earliest *[should be available at the time of screening of the applications]*, without which the candidates will not be considered for screening/allowed to appear for the test/interview.

- h. Incomplete applications (i.e. applications without photographs, without the required attested copies of certificates, testimonials etc. without application fee, not in the prescribed application form, unsigned, DD not in favour of “the Director, CSIR-NEERI, Nagpur” or incomplete in any manner) will not be entertained and will be summarily rejected.
- i. Candidates should specifically note that the applications received after the closing date for receipt of applications for any reason whatsoever (such as envelopes wrongly addressed, delivered elsewhere, postal delay etc.) will not be entertained/ will be liable to be summarily rejected by CSIR-NEERI.

**5. Following documents must be attached along with application form sent by post:-**

- a. Demand Draft of Rs.100/- as Application Fee, wherever applicable OR hard copy of RTGS/NEFT transfer/transaction receipt/slip.
- b. Three coloured photographs with the application form, **as required**, and signed across in full.
- c. Attested photocopy of date of birth certificate proof.
- d. Attested photocopies of certificates in support of educational qualification (s) [degrees awarded] along with copies of all the mark sheets.
- e. Attested photocopy of Caste/Community/Class/Disability Certificate/Ex-servicemen, etc. wherever applicable.
- f. Attested photocopies of experience certificates/testimonials, if any.

This advertisement is also available on website of NEERI: [www.neeri.res.in](http://www.neeri.res.in)

- Administrative Officer  
CSIR-NEERI