



NATIONAL BRAIN RESEARCH CENTRE

(Deemed University)

Nainwal Mode, NH-8, Manesar – 122 050. Haryana.

Tel : 0124 – 2338920 – 26, Fax : 0124 – 2338910

Website: www.nbrc.ac.in, Email : admin@nbrc.ac.in

Advertisement No. 14/2014

Post Code: 01 **Information Scientist – (Posts 2 nos. : UR-1, OBC-1)**
Pay Scale: **Rs. 15600 – 39100 + Grade Pay Rs. 6600/- (PB-3)**

Method of Recruitment: Direct Recruitment

Essential Qualifications/ Experience: Post Graduation with 5 years experience in System/Networking Administration.

OR

Ph.D in any branch of Science/Computer Science with 4 years experience in System/ Networking Administration.

Desirable: Candidates having a proven background in concepts and applications of organising information/ data retrieval from online systems, database administration, Local Area Network (LAN), Server maintenance and troubleshooting for LAN/WAN and networking issues would be given preference, Structural Biology, Modelling, Software development, analysis, experience in Lab, website management and development, exposure to Bio informatics application.

Age Limit : 40 years as on last date of the application.

General Conditions :-

1. The appointments will be made initially on contract for a period of 5 years with a probation period of 1 year, which may be extended. The performance will be reviewed on completion of 4 years and further continuation of appointment will depend on the performance during this period.
2. Canvassing in any form will be a disqualification.
3. (a) The candidates applying for the post reserved for OBC are required to submit the caste/category certificate in prescribed format of Govt. of India, issued by the Competent Authority, in support of their claim. In addition, the OBC (OBC-Non Creamy Layer) candidates will be required to submit a valid caste certificate in the revised format applicable for the purpose of reservation in appointment to posts under Govt. of India/Central Government/Public Sector Undertaking as contained in DoPT OM No 36036/2/2013-Estt (Res.) dated May 30, 2014 from a Competent Authority. Further, the OBC candidates will have to submit an undertaking at the time of Personal Interview, if called for, indicating that they belong to OBC-Non Creamy Layer.
(b) The OBC candidates who belong to “Creamy Layer” are not entitled for concession admissible to OBC-NCL candidates and such candidates will have to indicate their category as Unreserved (UR).
(c) Maximum age limit is relaxable by 3 years for OBC (Non Creamy Layer) category for the post reserved for OBC.
4. Competent authority in exceptional cases may relax requirements of age/ educational qualification/ experience.

5. The candidates may be considered for higher/ lower grade depending on their profile. The posts advertised shall be need based without any commitment for its filling and number of vacancies may vary.
6. Candidates who are desirous of being considered for the above post and who can be relieved immediately on selection may apply in the prescribed application form attached along with this information sheet. Application form in the prescribed application format along with the following documents must reach Administrative Officer, National Brain Research Centre, Nainwal Mode, Manesar 122051, Gurgaon by **16th January, 2015**

- a) Application format for the post of Information Scientist. www.nbrc.ac.in.
- b) Attested copies of Certificates.
- c) **Application Fee (non-refundable) Rs. 100/- for General and Rs. 50/- for OBC** in the form of **Demand Draft** in favour of **“Director, NBRC” payable at Gurgaon/ Manesar**. The application fee for candidates belonging to SC/ST/PH category would be exempted subject to the production of certificate. Women candidates are also exempted from payment of application fee.
- d) Names of three references working in senior positions, who can certify the working/ conduct of the candidate.

7. Advertisement no., Name of the post and Post Code applied for should be clearly mentioned on the Envelope and in the Application Form, failing which the application will not be considered. Applications received **after the last date, without proper desired Demand Draft, without attested copies of testimonials and certificates etc. /incomplete applications may be rejected.**

8. Out-station candidates called for interview shall be paid 2nd class sleeper train fare on production of documentary evidence.

9. The applicants in Government/Semi-government organizations/ public sector undertaking autonomous organizations **must send their applications “Through Proper Channel”**. The applications received without the recommendations of the employers will not be considered.
10. Merely fulfilling the minimum prescribed qualification and experience will not vest any right on a candidate for being called for interview. Since it may not be possible to call all the candidates for interview, the applications will be short listed and the decision of the duly constituted Screening Committee will be final. The Centre will not entertain any correspondence in this respect and interim enquiries will not be attended to.
11. Applications received after due date may not be considered.
12. **Candidate may specify the category they belong to and attach documentary proof in case they belong to OBC/SC/ST/PH/Ex-serviceman category. The reservation rules/guidelines of the Govt. of India will be applicable.**
13. Application should be complete in all respects and **any incomplete application will be rejected summarily.**

Terms and conditions and application form may be downloaded from the website of NBRC (www.nbrc.ac.in) or obtained by post on request from the Administrative Officer, NBRC, Nainwal Mode, Manesar-122051, Haryana. The request for application form should be accompanied by a demand draft for Rs. 50/- drawn in favour of Director, NBRC payable at Gurgaon along with details of the address where the application form is to be sent, along with requisite fee (independent of above Rs. 50/-) and other required documents.

➔ **Last date for receipt of completed application form is 16th January, 2015.**

Application No. -----
(for official use only)



NATIONAL BRAIN RESEARCH CENTRE

(Deemed University)

NH-8, Nainwal Mode, Manesar- 122 051,

Distt. Gurgaon, Haryana

Tel.: 0124 – 2845200, Fax: 0124 – 2338910

Email : info@nbrc.ac.in, admin@nbrc.ac.in

Application Form for other than Faculty Posts

Please read the instructions before filling the application form.

Advertisement No.....Dated.....

Post applied for

Post Code:

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Details of Demand draft/IPO/Cash receipt

Bank Name _____ Draft/IPO No _____

Dated _____ Amount For _____

Roll No.

.....
(To be filled in by the office)

Please affix recent self attested passport size photograph here

1.

(i) Name (in block letters).....

(ii) Father's /Husband's Name.....

2. Date of birth.....Age.....

3. NationalitySex.....Male/Female.....

Married/Unmarried.....

4. Postal Address (Address for communications
 In block letters with PIN Code No.)

 Email Id Tel/Mobile No.

5. Permanent Address
 (In block letters with PIN Code No.)

 Email Id Tel/Mobile No.

6. Do you belong to Scheduled Caste/Schedule Tribe/OBC. If so, state the name of the Caste/Tribe and details of a Certificate(S).....

7. Educational Qualifications

Examination passed	Name of the University/Board	School/ college attended	Division with percentage of marks obtained	Year of passing	Subject offered
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8. Professional/Technical Qualification

Examination passed	Name of the University/Board	School/ college attended	Division with percentage of marks obtained	Year of passing	Subject offered
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9. Experience, if any

Employer's Name and Address	Designation	Scale of pay	Basic pay	Total emoluments	Length of experience from...to...	Nature of work
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10. (a) Post held, if any, at the time of sending the application with date of appointment (state whether permanent, or temporary)

(b) Name of Employing Authority

11. Minimum basic pay in scale of the post applied for expected Rs.....

12. Indicate the time you will require to join, if selected.....

13. Number of literary, cultural or other activities (e.g. attainment in sports etc.) in which the applicant is interested and distinctions, if any, obtained in the same.

14. Are you an Ex-serviceman/Disabled Defence Personnel/Dependent of Defence Personnel killed in action? If so, details of Certificate (e.g. No., Date and Issuing Authority).

15. Are you a Physically Handicapped person? If so give details of Medical Certificate issued by Competent Authority and the category to which you belongs:

16. Have you been debarred or punished for adopting unfair means in any examination by the Institution/Board or University? If so, please specify.....

17. Are you related to any employee(s) of the NBRC (National Brain Research Centre) and/or DBT (Department of Biotechnology, Govt. of India) or Institutes under DBT? If so, give details.

18. Have you been imprisoned by and Court of Law for any criminal or civil act? If so, give details.

19. Please write 1-2 pages on your qualifications, experience and aptitude and how do you envisage it to be useful for the post you have applied for.

20. Any other information

21. DECLARATION:

I _____ hereby declare that the statement made in this application are true, complete and correct to the best of my knowledge and belief and in the event of the information being found false or incorrect or any ineligibility being detected before or after the selection, my candidature is liable to be cancelled and action initiated against me.

Place.....

Date.....

Signature of Applicant

Name of Applicant:

CERTIFICATE

(To be filled up by the Head of Organization/ Institution of the applicant is currently employed)

22. Forwarded with the remarks that the facts stated in the above application have been verified and found correct and this Institution/Organization has no objection to the candidature of the applicant being considered for the post applied for. It is certified that no vigilance / disciplinary case is pending or contemplated or initiated against the official. The integrity of the official is certified.

Signature.....

(Head of the Institution/ Organization with seal)

Designation.....

Address.....

.....

.....

.....Pin

Code No.....

Telephone No.....

File no.....

Date