

(An Autonomous Institute of the Department of Biotechnology, Govt. of India)
NCR Biotech Science Cluster, 3rd Milestone, Faridabad – Gurugram Expressway, P.O. Box No. 04,
Faridabad - 121001

Recruitment Notice No: THS/RN/25/2022

Dated : 26 June, 2022

RECRUITMENT NOTIFICATION

- a) Translational Health Science and Technology Institute (THSTI) is an autonomous institute of the Department of Biotechnology (DBT), Ministry of Science & Technology, Government of India. THSTI is a part of the interdisciplinary Biotechnology Science Cluster at Faridabad, Haryana in the National Capital Region (NCR). The institution is a dynamic enterprise with a mission to conduct innovative translational research and to develop research collaborations across disciplines and professions to translate concepts into products to improve human health.
- b) THSTI has built several inter-institutional collaborations and connectivity with industry supported by well-trained teams of research and laboratory staff. This foundation has helped pursuit of thematic research programmes which can be broadly categorized as, (a) Infectious diseases and Immunology (b) Maternal and child health, (c) Non communicable disease d) Multidisciplinary clinical and translational research. These are strengthened by the four core facilities viz. Small Animal Facility, Data Management Centre, Biorepository and Bioassay Laboratory that serve as huge resources for the research programmes of THSTI and also the National Capital Region Biotech Science Cluster and other academic and industrial partners.
- c) Applications are invited from eligible candidates to fill up the following core positions of THSTI
- d) **Educational Qualification and Experience required for the posts :**

S. No.	Name of the Post/ Pay Level/ Age Limit/ No. of post	Qualifications & Experience	Job Description/ Experience/Domain
1	Technical Officer - I (IT) Level 6 of the pay matrix (Rs 35,400 -1,12,400/-) 35 years One post (UR)	Essential: Graduate degree in Engineering with five years relevant experience. Desirable: Post Graduate degree in Engineering with three years relevant experience.	The candidate should have experience of working in the following relevant areas: <ul style="list-style-type: none"> • C#, ASP.NET, MVC, LINQ, Entity Frameworks • jQuery /JavaScript, HTML5, CSS , Bootstrap • MS-SQL Server (Query / Procedure / Function / Trigger) Job Responsibilities: <ul style="list-style-type: none"> · To support the Development

			and Maintenance of ERP
2	<p>Computer Programmer</p> <p>Level 5 of the pay matrix (Rs 29,200 - 92,300/-)</p> <p>30 years</p> <p>One post (UR)</p>	<p>Essential : Graduation in Computer Science /Computer Application/ Information Technology or equivalent OR Graduation with one year Diploma in Computer Applications</p> <p>Desirable : One year experience</p>	<p>Preference will be given to the candidates having experience in the following : a) PHP b) MySQL</p> <p>Job Responsibilities: Maintenance of THSTI website and the staff portal.</p>
3	<p>Data Entry Operator</p> <p>Level 5 of the pay matrix (Rs 29,200 - 92,300/-)</p> <p>30 years</p> <p>One post (UR)</p>	<p>Essential : Graduation</p> <p>Desirable : One year experience</p>	<p>Preference will be given to the candidates having experience in the field of Clinical Data Management</p>
4	<p>Lab Technician</p> <p>Level 4 of the pay matrix (Rs 25,500 – 81,100/-)</p> <p>30 years</p> <p>One post (UR)</p>	<p>Essential: Senior Secondary with Science and 5 years relevant experience OR Senior Secondary with DMLT and 3 years relevant experience.</p> <p>Desirable : Preferably Graduate degree in Science with 2 years relevant experience OR Graduate in any discipline with 5 years relevant experience</p>	<p>The incumbent should have experience in the relevant area of a wet lab in any Life Sciences domain.</p>

i) Horizontal Reservation

- Out of the above three posts mentioned at S.no. 2, 3 and 4, one post is horizontally reserved for Ex- Servicemen (ESM)

S No.	Name of the posts	No. of vacancies reserved for ESM
	Group 'C'	
1	Computer Programmer	1
2	Data Entry Operator	
3	Lab Technician	

Note 1 : These positions are also suitable for Persons with Benchmark disabilities (PwBD) under following categories:

Position at S.No. 1 : OL

Position at S.No. 2 : OL, BL, LV

Position at S.No. 3 : OL, BL, LV

Position at S.No. 4 : OL

Abbreviations used: OL- One Leg, BL- Both Leg, LV- Low Vision

e) GENERAL TERMS & CONDITIONS:

1. All educational, professional and technical qualification should be from a recognized Board/University.
2. Persons working in Govt. / PSUs / autonomous bodies should apply through proper channel or produce a relevant 'No Objection Certificate' at the time of written test/skill test/interview barring which their candidature will be cancelled.
3. The experience requirement specified shall be experience acquired after obtaining the minimum educational qualifications specified for the post. The candidates are required to satisfy themselves before applying that they possess at least the essential qualifications laid down for various posts. No enquiry asking for advice as to eligibility will be entertained.
4. The prescribed essential qualifications are the minimum and the mere possession of the same does not entitle candidates to be called for written/interview.
5. If any document/ certificate furnished is in a language other than Hindi or English, a transcript of the same in English duly attested by a Gazetted officer or notary is to be uploaded.
6. Age and other relaxations for direct recruits :

S.No.	Category	Age relaxation permissible beyond the upper age limit
i	PwBD (UR)	10 years
ii	Central Government servants	5 years provided they have rendered at least three years continuous services
iii	Ex-servicemen	For SI no. 1: 5 years provided they have rendered at least five years military services For SI no. 2,3 and 4: Period of military service plus 3 years for Group C posts, provided they have put in a minimum of 6 months attested service
iv	THSTI and Departmental candidates	Upper age limit shall be relaxed up to 5 years for the existing employee of THSTI and employee of the Department of Biotechnology
v	THSTI and Departmental candidates working for 5 years or more	Upper age limit shall not be applicable for all persons already working with THSTI and Department of Biotechnology for the last five years or more as on 20th February 2020

NOTE: (a).Ex-servicemen who have already secured employment in civil side under Central Government in Group C & D 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. However, they will be permitted the benefit of age relaxation as admissible for Ex- Servicemen for securing another employment in any higher post or service under the Central Govt.

- 7 Upper age limit may be relaxed by 1 year in case of exceptional and meritorious candidates by the approving authority.
- 8 Closing date of Online Application will be the CRUCIAL DATE for determining eligibility with regard to age, essential qualification etc.

- 9 Number of positions to be filled will be as per the Institute's need and availability of the suitable candidates.
- 10 In case a large number of applications are received, screening will be done to limit the number of candidates to those possessing higher/relevant qualification and experience.
- 11 Only shortlisted candidates will be called for written test/skill test/interview/presentation.
- 12 All results/notification will be published on our website, therefore the candidates are required to visit THSTI website regularly till completion of recruitment process.
- 13 All future communications will only be through email.
- 14 Canvassing in any form will be a disqualification
- 15 With regard to any provisions not covered in this notification, the Govt. of India rules/regulations shall prevail.

f) How to apply:

I. Documents to be kept handy before filling up the online application: (all the documents except (i) should be in pdf format) :

- A soft copy of your passport size photo and signature. (jpeg/jpg/png format)
- A comprehensive CV containing details of qualification, positions held, professional experience / distinctions etc.
- Matriculation certificate (equivalent to 10th Standard) / Mark sheet
- Intermediate certificate (equivalent to 12th Standard) / Mark sheet
- Graduation degree certificate / Mark sheet
- Post Graduation degree certificate / Mark sheet (if applicable)
- Relevant experience certificates
- Forwarding letter / NOC from the current employer in case of candidates working in Govt. / PSUs / autonomous bodies
- Caste / Disability certificate in the format prescribed by the Govt. of India

II. Procedure for filling up online application:

- i) The eligible and interested candidates may apply online at the Institute's website www.thsti.res.in/career. Applications through any other mode will not be accepted.
- ii) The following will be the step wise procedure-
 - A) Step 1 : Details of applicant
 - B) Step 2 : Uploading of documents
 - C) Step 3 : Payment of application fee
 - The payment can be made by using Debit Card / Credit Card / Internet Banking / UPI.
 - Once payment is made, no correction / modification is possible
 - Candidates are requested to keep a copy of the provisional receipt for future reference.
 - Fee once paid shall not be refunded under any circumstances.
 - Details of fees to be paid are as shown below:

General, OBC & EWS candidates	Rs 236/-
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Note : SC/ST/Women/PwBD candidates are exempted from payment of application fees

- i) On successful submission of application, an auto-generated email containing the reference number will be sent to the email address provided. Please keep a note of the reference number for future correspondence.

- ii) Candidates are required to keep a printout of the online application form by using the print button on the dashboard for future reference.
- iii) Candidates must ensure that he / she fulfils all the eligibility criteria as stipulated in the advertisement. If it is found that he / she does not fulfil the stipulated criteria during the recruitment process, the candidature of the candidate will be cancelled. If the same is noticed after the appointment, the candidate will be terminated following due process.
- iv) Incomplete applications shall be summarily rejected and no correspondence in this regard shall be entertained.
- v) In case of difficulty in filling up the online form, please send e-mail to personnel@thsti.res.in along with the screenshot of the error displayed (if any).

g) Important Dates:

Publication of advertisement in Employment News	2 July 2022
Publication of advertisement in national dailies	26 June 2022
Publication of advertisement on website	26 June 2022
Last date for submission of online application	25 July 2022

“Government strives to have a work force which reflects gender balance and women candidates are encouraged to apply”

(M.V.Santo)
Head-Administration

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