Drug Discovery Research Centre

RECRUITMENT FOR TECHNICAL POSITION

Recruitment Notice No: THS/RN/07/2016

a) Translational Health Science and Technology Institute (THSTI) is an autonomous Institute of the Department of Biotechnology, Ministry of Science and Technology, Govt. of India. The institute is an integral part of the interdisciplinary NCR Biotech Science Cluster located at Faridabad, and is designed as a dynamic, interactive organization with the mission to conduct innovative translational research and to develop research collaborations across disciplines and professions to translate concepts into tangible products to improve human health.

b) THSTI has set up niche centres for research in areas relevant to planned translational work. They are: Vaccine and Infectious Disease Research Centre (VIDRC), Paediatric Biology Centre (PBC), Centre for Bio-design & Diagnostics (CBD), Drug Discovery Research Centre (DDRC), Centre for Human Microbial Ecology (CHME) and Policy Centre for Biomedical Research (PCBR). Clinical Development Services Agency (CDSA) and the National Bio-design Alliance (NBA) are THSTI's extramural centres.

c) This recruitment notice is for Drug Discovery Research Centre which has been set up as a mission centre of the THSTI to enable the process of drug discovery research in India. It is a multi-disciplinary centre where research activities will span the broad areas of Biology, Chemistry, and Systems Biology.

d) Applications are invited from suitable candidates for the following position to be filled by direct recruitment :

S No.	Name of the post / Pay Band + Grade Pay	Qualifications and experience	Job description	No. of post and age limit
1	**Senior Technical Officer (Information Technology)** PB – 3 : 15600-39100 + GP Rs. 5400/-	M.Tech / MCA or equivalent with at least three years of relevant experience. **OR** B.Tech/BCA or equivalent with at least five years of relevant experience	The candidate will be responsible for managing and supporting computational research at DDRC. In addition to configuration and maintainence of computer network of centre, the candidate will	One post; 35 years

		also be required to provide customized IT solutions to experimental researchers. Handling publically available biological database, webserver hosting and maintenance, software installations and maintenance, system administration, programming/scripting knowledge to automatize and integrate multiple tools to develop pipelines the parallel applications, client server interactions and network support.	

GENERAL TERMS & CONDITIONS:

1. Appointment will be made on contract initially for a period upto 9th July 2018 with a probation period of two years that may be extended at the discretion of the competent authority.

2. The pay & allowances are admissible as per the 6th Pay Commission scales of the Govt. of India. Other benefits include new pension scheme, medical reimbursement, LTC, bonus etc. as per the rules of the Institute.

3. All educational, professional and technical qualification should be from a recognized Board/University.

4. 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.

5. The experience requirement specified shall be experience acquired after obtaining the minimum educational qualifications specified for the post.

6. Age and other relaxations for direct recruits and departmental candidates: 1. By 5 years for candidates belonging to SC/ST communities. 2. By 3 years for candidates belonging to OBC communities. 3. For Persons with Disabilities (PwD) falling under the following categories : (i) UR - 10 years , ii) OBC - 13 years (iii) SC/ST - 15 years 4. For Ex-servicemen upto the extent of service rendered in defence forces (Army, Navy & Air force) plus 3 years provided they have put in a minimum of 6 months attested service. 5. Relaxation of 5 years will also be permissible to those who had ordinarily been domiciled in the Kashmir division of the State of Jammu and Kashmir during the period from 01/0111980 to 31 /12/11989 subject to production of relevant certificate from concerned authority. 6. Age is relaxable for Government servants up to 5 years in

accordance with the instructions or orders issued by the Central Government, from time to time 7. There is no upper age limit for the Institute employees who are treated as departmental candidates.

7. The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates.

8. The age limit, qualification, experience and other requirements may be relaxed at the discretion of the competent authority, in case of candidates who are otherwise suitable. In case candidates are not found suitable for the posts notified, they may be offered lower post / lower emoluments on the recommendation of the Selection Committee.

9. Number of positions filled will be as per the Institute's need and availability of the suitable candidates.

10. Outstation SC/ST/PwD candidates called for the Written test/Skill test will be paid to & fro second class railway fare, as per Govt. of India rules on production of the proof of travel.

11. In case a large number of applications are received for each post, screening will be done to limit the number of candidates to those possessing higher/relevant qualification and experience.

12. Only shortlisted candidates will be called for written test/skill test.

13. All results will be published on our website and all future communications will be only through email.

14. Canvassing in any form will be a disqualification

15. Interested candidates are requested to submit the online application on or before the last date and send the signed hard copy of application with all enclosures on or before the specified date.

The procedure for online application:

a.   Before filling online application, do keep the following documents handy:

   i.   A soft copy of your passport size photo.

   ii. A comprehensive CV (PDF format only) containing details of qualification, positions held, professional experience/distinctions etc.

   iii. Application fee in the form of demand draft for an amount of Rs. 100/- in the favour of "Translational Health Science and Technology Institute" payable at Gurgaon (SC/ST/Women/PwD candidates are exempted from payment of application fees).

b.   Candidates are requested to use Google Chrome internet browser for best results

in submission of online application.

c.   Once online application is submitted, no correction/modification is possible.

d.   In case of difficulty in filling up the online form, please contact personnel@thsti.res.in

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

f.   The following be done after submission of online application:

   i.   Take a print out of the application.

   ii.   Please sign the application at the appropriate place and send the signed application with demand draft, CV, self-attested copies of certificates / documents pertaining to educational qualification and experience by **speed post /registered post** so as to reach on or before the last date at the address given below.

Head – Administration

Translational Health Science and Technology Institute

NCR Biotech Science Cluster, 3rd Milestone, Faridabad – Gurgaon Expressway,

P.O. Box No. 04, Faridabad – 121001

Please super-scribe the post applied for on the envelope.

g.   Please note that the application without signature, or those received after due date or incomplete in any other respect will be summarily rejected.

h.   Important dates:

Last date for submission of online application   : 02.04.2016

Last date for receiving the signed hard copy of application at THSTI: 09.04.2016