



CSIR-INDIAN INSTITUTE OF PETROLEUM
(Council of Scientific & Industrial Research)
P.O.: IIP MOHKAMPUR, HARIDWAR ROAD,
DEHRADUN-248 005, UTTARAKHAND (INDIA)
Website- www.iip.res.in

210



Advertisement No. : 04/2018

Date of commencement of online applications: 16.07.2018
The last date for receipt of online applications: 16.08.2018 (17:30 hours)
The last date for receipt of hardcopy of applications: 31.08.2018 (17:30 hours)

CSIR-Indian Institute of Petroleum, Dehradun, a premier institute under the Council of Scientific and Industrial Research (CSIR), is dedicated in multidisciplinary R&D programmes of both basic and applied nature across scientific disciplines for economic, environmental and societal benefits for the people of India. CSIR-IIP has a rich legacy of being a pioneer in the area of Petroleum & Hydrocarbon industry and is presently engaged in the development of sophisticated green technologies to cater to the energy needs of modern world and for reducing carbon footprint. CSIR-IIP has developed and transferred technologies to industries in the areas of petroleum refining, natural gas, petrochemicals, chemicals and utilisation of petroleum products, provided technical services and imparted world class training to the human resource of Oil and Refining industry. CSIR-IIP has strong collaborations with industries and academia in India & abroad and has outstanding scientists in the multidisciplinary areas of R&D in the hydrocarbon and related industry.

Applications are invited from enthusiastic Indian Nationals having excellent academic record and proven technical skills along with the requisite experience and a high degree of motivation for the jobs assigned, to fill up the vacancies of following posts as per the details given below:

Sl. No.	Post & Group	Number of Post(s)	Pay Level (as per 7 th CPC)	Total Emoluments approximately* (in Rs)	Maximum Age Limit**
1	Technical Officer [Group-III(3)]	Total Posts - 03 (UR-2, SC-01)	Entry Pay Level-7 (Rs. 44900-142400)	56219/-	30 Years
2	Technical Assistant [Group-III(2)]	Total Posts - 05 (UR-1, OBC-3*, ST-1*) *03 post of OBC and 01 post of ST are backlog vacancies	Entry Pay Level-6 (Rs. 35400-112400)	44724/-	28 Years
3	Technician(1) [Group-II(1)]	Total posts - 06 (UR:03, OBC-1*, SC-02*) *Out of the 06 posts, 01 post each of OBC and SC category are backlog vacancies	Entry Pay Level-2 (Rs. 19900-63200)	25024/-	28 Years

*Total Emoluments mean approximate total emoluments on minimum of scale as on 01.01.2018 including DA, HRA stationed at Dehradun.

**Please see age relaxation under the heading "General conditions/instructions and benefits" of the Advertisement.

Sl. No.	Post Code/Area/ No. of Posts (Reservation)	Name of the Post(s) and Group/Grade with age limit	Minimum Educational Qualifications, experience & Desirable Qualification (including integrated degree)	Job Requirement
1.	Post Code: IT - 1 Area: Information Technology (IT) No. of Posts: 01(UR)	Technical Officer [Group-III(3)] Age: 30 Years	Essential: MCA including Integrated Degree with 55% marks after 1st class B.Sc./BCA OR B.E./B.Tech. with 55% marks in Computer Science / Information Technology. Desirable: Experience in development of Web based applications, office automation system and to take care of LAN related works. Information and Communication Technology (ICT) services management, mail and web services management and network administration. Software development skill including handling of DBMS like ORACLE, PL/SQL, SQL Plus, MS SQL, and programming languages like visual Basic/NET/PHP/ASP/JSP etc., and good analytical comprehension and writing skills.	In software development, design and administration of internal database & Network management and IT based assignments pertaining to IT need.

[Handwritten signature]

2.	Post Code: ESD - 1 Area: Engineering Services (Electronics/ Instrumentation) No. of Posts: 01 (UR)	Technical Officer [Group-III(3)] Age: 30 Years	Essential: B.E./B.Tech. or equivalent with 55% marks in Electronics / Instrumentation Engineering. Desirable: 3-5 years of relevant experience	In repairing and maintenance of analytical instrument, GCs, FTIR, RG analyser and process control units and knowledge of calibration.
3.	Post Code: RPPM-1 Area: Research Planning and Project Monitoring No. of Posts: 01 (SC)	Technical Officer [Group-III(3)] Age: 30 Years (Relaxable upto 05 years in case of SC Category)	Essential: MBA in marketing with 55% marks after 1 st Class B.Sc/BCA. Desirable: experience in the area of interaction with clients including knowledge of GST issues.	Technical discussion and correspondence with clients including preparation of Performa invoices.
4.	Post Code: AFLAD-1 Area: Mechanical & Automobile No. of Posts: 01(UR)	Technical Assistant [Group-III(2)] Age: 28 Years	Essential: 1 st Class Diploma in Mechanical/Automobile Engg./Tech. of at least 3 years full time duration <u>or</u> at least 2 years full time duration in case of lateral admission in Diploma course or its equivalent with experience of two years in the relevant area/field. Desirable: Two years of work experience in engine or vehicle testing.	Planning, execution and data compilation of various engine testing related activities.
5.	Post Code: TCD-1 Area: Tribology & Combustion (<i>Fitter</i>) No. of Posts: 01 (SC)	Technician(1) [Group-II(1)] Age: 28 Years (Relaxable upto 05 years in case of SC Category)	Essential: SSC/10th standard with Science subjects with 55% marks plus ITI certificate or National/State Trade Certificate or 2 years full time experience as an apprentice training from a recognized institution in " <i>Fitter</i> " Trade. Desirable: Prior experience and knowledge in plumbing/ fitting or boiler/furnace operation.	To assemble, operate and maintain the test rigs and facilities related to industrial and domestic combustion.
6.	Post Code: AFLAD-2 Area: Fitter No. of Post: 01 (UR)	Technician(1) [Group-II(1)] Age: 28 Years	Essential: SSC/10th standard with Science subjects with 55% marks plus ITI certificate or National/State Trade Certificate or 2 years full time experience as an apprentice training from a recognized institution in " <i>Fitter</i> " Trade. Desirable: Two years of relevant work experience	Fitting and installation of engines and test equipments on test beds and vehicles, alignment of engines on test beds.
7.	Post Code ESD-2 Area: Electrical No. of Post: 01 (UR)	Technician(1) [Group-II(1)] Age: 28 Years	Essential: SSC/10th standard with Science subjects with 55% marks plus ITI certificate or National/State Trade certificate or 2 years full time experience as an apprentice training from a recognized institution in " <i>Electrician</i> " Trade. Desirable: Two years of work experience in electrical machines such as Motors, Transformers.	Works shifts and experience or knowledge of equipments such as transformers, motors and their functions.

8.	<p>Post Code: IT-2</p> <p>Area: Information Technology</p> <p>No. of Posts 01 Post (UR)</p>	<p>Technician(1) [Group-II(1)]</p> <p>Age: 28 Years</p>	<p>Essential: SSC/10th standard with Science subjects with 55% marks plus ITI certificate or National/State trade certificate or 2 years full time experience as an apprentice training from a recognized institution in "Computer Operator and Programming Assistant" Trade</p> <p>Desirable: Knowledge of IT and various computer applications.</p>	<p>Maintenance of computers and to assist the staff in various IT based assignments.</p>
----	--	---	---	--

BACKLOG VACANCIES

Sl. No.	Post Code / Area/ No. of Posts (Reservation)	Post & Group with Age	Essential Educational Qualifications and Experience	Job Requirement
1.	<p>Post Code: SPD-1</p> <p>Area: Chemical Science</p> <p>No. of Posts: 01 (ST)</p>	<p>Technical Assistant [Group-III(2)]</p> <p>Age: 28 Years (Relaxable upto 05 years in case of ST Category)</p>	<p>Essential: 1st class B.Sc. (Science) with Chemistry as one of the subjects with one year full time professional qualification or one year experience in the relevant discipline from a recognized Institute/organization.</p> <p>Desirable: 1st class M.Sc. (Chemistry) with relevant experience.</p>	<p>Extraction experimental studies, instrument handling, distillation etc.</p>
2.	<p>Post Code: ESD-3</p> <p>Area: Engineering Services / Refrigeration & Air Conditioning</p> <p>No. of Posts: 01 (OBC)</p>	<p>Technical Assistant [Group-III(2)]</p> <p>Age: 28 years (Relaxable upto 03 years in case of OBC Category)</p>	<p>Essential: 1st Class Diploma in Mechanical Engineering (Refrigeration & Air Conditioning) of at least 3 years full time duration or at least 2 years full time duration in case of lateral admission in Diploma course or its-equivalent-with experience of two years in the relevant area/field.</p> <p>Desirable: 2-3 Years experience in Liquid nitrogen, mechanical maintenance, fabrication, machine shop & Central ACs plants etc.</p>	<p>Regular maintenance of ACs, Fridge, Chiller as per schedule. Giving trainings under Skill India Programme on R&AC and training to Apprentices.</p>
3.	<p>Post Code AFLAD-3</p> <p>Area: Electronics & Instrumentation</p> <p>No. of Posts: 01(OBC)</p>	<p>Technical Assistant [Group-III(2)]</p> <p>Age: 28 Years (Relaxable upto 03 years in case of OBC Category)</p>	<p>Essential: 1st Class Diploma in <u>Electronics/Instrumentation Engg./Tech</u> of at least 3 years full time duration or at least 2 years full time duration in case of lateral admission or its equivalent with experience of 02 years in the relevant area/field.</p> <p>Desirable: 2-3 years of work experience in automotive test electronics & Instrumentation.</p>	<p>To handle day to day problems related to engine electronics & vehicle instrumentation.</p>
4.	<p>Post Code: BD-1</p> <p>Area: Business Development</p> <p>No. of Posts: 01 (OBC)</p>	<p>Technical Assistant Group-III(2)</p> <p>Age: 28 Years (Relaxable upto 03 years in case of OBC Category)</p>	<p>Essential: 1st Class B.Sc. (Science) with chemistry with one year full time professional qualification or one year experience in the relevant discipline from a recognized Institute/Organization</p> <p>Desirable: MBA in marketing</p>	<p>To provide assistance in business development, marketing of technologies and image building of the Institute.</p>

5.	Post Code BFD-1 Area: Chemical Science No. of Posts: 01 (OBC)	Technician(1) [Group-II(1)] Age: 28 Years (Relaxable upto 03 years in case of OBC Category)	Essential: SSC/10th standard with Science subjects with 55% marks plus ITI certificate or National/State trade certificate or 2 years full time experience as an apprentice training from a recognized institution in Attendant operator (Chemical Plant) or Laboratory Assistant (Chemical Plant) Trade. Desirable: (i) Candidate should have 1-2 year experience of working in a chemical laboratory (ii) Candidate should have the knowledge of performing laboratory experiments, working with high pressure reactors and good technical hand (iii) Candidate should have the sufficient knowledge of materials, catalysis and organic chemistry.	Preparation, collection of samples, to support in conducting chemical/physical tests in laboratory to assist Scientists in quantitative and qualitative analysis of material for Research and Development.
6.	Post Code AFLAD-4 Area: Diesel Mechanic No. of Posts: 01(SC)	Technician(1) [Group-II(1)] Age: 28 Years (Relaxable upto 05 years in case of SC Category)	Essential: SSC/10th standard with Science subjects with 55% marks plus ITI certificate or National/State trade certificate or 2 years full time experience as an apprentice training from a recognized institution in "Diesel Mechanic" Trade. Desirable: Two years of work experience. Basic understanding of modern diesel engine repair and overhauling specially engines with turbocharges and CRDI systems.	Overhauling and maintenance of diesel engines and vehicles.

MODE OF SELECTION:

- (i) For the posts of **Technician(1)[Gr-II(1)] & Technical Assistant [Gr. III(2)]**: Competitive Written Examination
(ii) For the post of **Technical Officer [Gr. III(3)]** : Interview from amongst shortlisted candidates.

Syllabus and Scheme of the Written Examination for Technical Assistant and Technician(1) Posts:

(1) Technician(1) [Gr-II(1)]

Mode of Examination	Objective Types multiple choice examination
Medium of questions	The questions will be both in English & Hindi except the questions on English language
Standard of Exam	SSC + ITI / XII standard
Total No. of Questions	150
Total Time allotted	2 hours 30 minute

Paper – I [Time allotted – 1 hour]

Subject	No. of questions	Maximum marks	Negative Marks
Mental Ability Test*	50	100 (two marks for every correct answer)	There will be no negative marking in this paper.

*Mental ability test will include General Intelligence, Quantitative Aptitude, Reasoning, Problem Solving, Situational Judgment etc.

Paper – II [Time allotted – 30 Minutes]

Subject	No. of questions	Maximum marks	Negative Marks
General Awareness	25	75 (three marks for every correct answer)	One negative mark for every wrong answer
English Language	25	75 (three marks for every correct answer)	One negative mark for every wrong answer

Paper – III [Time allotted – 1 hour]

Subject	No. of questions	Maximum marks	Negative Marks
Concerned subject	50	150 (three marks for every correct answer)	One negative mark for every wrong answer

Handwritten signature

222

(2) Technical Assistant [Gr. III(2)]

Mode of Examination	Objective Type multiple choice examination
Medium of questions	The questions will be both in English & Hindi except the questions on English language
Standard of Exam	Diploma/Graduation level (based on the advertised qualification of the post)
Total No. of Questions	200
Total Time allotted	3 hours

Paper – I [Time allotted – 1 hour]

Subject	No. of questions	Maximum marks	Negative Marks
Mental Ability Test*	50	100 (two marks for every correct answer)	There will be no negative marking in this paper.

*Mental ability test will include General Intelligence, Quantitative Aptitude, Reasoning, Problem Solving, Situational Judgment etc.

Paper – II [Time allotted – 30 Minutes]

Subject	No. of questions	Maximum marks	Negative Marks
General Awareness	25	75 (three marks for every correct answer)	One negative mark for every wrong answer
English Language	25	75 (three marks for every correct answer)	One negative mark for every wrong answer

Paper – III [Time allotted – 1 hour 30 min]

Subject	No. of questions	Maximum marks	Negative Marks
Concerned subject	100	300 (three marks for every correct answer)	One negative mark for every wrong answer

GENERAL CONDITIONS/INSTRUCTIONS AND BENEFITS:

(1) Benefits & Prospects: (a) All posts carry usual allowances i.e., DA, HRA, and Transport Allowance etc. as admissible to Central Govt. Employees posted in Dehradun. (b) In addition to the emoluments, benefits such as the New Pension Scheme (NPS), Leave Travel Concession, Reimbursement of Medical expenses for self and dependents, Conveyance allowance, House Building Advance etc. are available as per G.O.I Rules as applicable to the employees of CSIR. (c) CSIR provides excellent opportunities to deserving candidates for career advancement under assessment promotion scheme for Technical & Support Staff, as per the relevant promotion policy.

(2) Relaxation:

- i. Upper age limit is relaxable upto 05 years in the case of SC/ST and upto 03 years in the case of OBC category candidates for the posts which are reserved for the respective category.
- ii. Upper age limit for Person with Disabilities will be relaxable by 10 years (15 years for SC/ST & 13 years for OBC). The persons claiming age relaxation under PWD category would be required to produce a certificate in prescribed proforma in support of their claims clearly indicating that the degree of physical disability is 40% or more.
- iii. Relaxation in age limit upto 05 years may be allowed to Council/Government/Autonomous Bodies/Public Sector Undertaking employees in accordance with the instructions and orders issued by the Government of India from time to time in this regard.
- iv. As per GOI provisions, age relaxation for Widows, Divorced Women and Women Judicially separated from Husbands who are not remarried, the upper age limit is relaxable up to the age of 35 years (upto 40 years for members of Scheduled Castes/Scheduled Tribes and upto 38 years for members belonging to the Other Backward Classes in respect of the posts reserved for them). The persons claiming age relaxation would be required to produce following documentary evidence:
 - a) In case of Widow, Death Certificate of her husband together with the Affidavit that she has not remarried since.
 - b) In case of divorced Women and Women judicially separated from their husbands, a certified copy of the judgment/decreed of the appropriate Court to prove the fact of divorce or the judicial separation, as the case may be, with an Affidavit in respect of divorced Women that they have not remarried since.
- v. Relaxation of upper age limit for Ex-servicemen is admissible as per rules. Relaxation in the upper age limit of 5 years applicable for persons who had ordinarily been domiciled in the Kashmir Division of the State of J&K during the period of 01/01/1980 to 31/12/1989 subject to production of a certificate from the District Magistrate in the Kashmir Division within whose jurisdiction he had ordinarily resided; OR from any other authority designated in this behalf by the Government of J&K.
- vi. Relaxation in age, qualification and/or experience in cases of exceptionally meritorious candidates may be allowed with the prior approval of the Competent Authority.

Signature

(3) General Conditions

1. The applicant must be citizen of India.
2. Age and experience will be reckoned as on the last date of receipt of online application i.e. 16.08.2018.
3. The period of experience in a discipline/area of work, where prescribed, shall be counted after the date of acquiring the minimum prescribed educational qualification for that Post.
4. Candidates applying for more than one Post should apply separately for each Post indicating the Post Code of the post accompanied by separate requisite fee of Rs.100/- **through SB Collect**.
5. Applications not accompanied with prescribed fees and incomplete applications will be summarily rejected.
6. Applications from the candidates working in Govt. Departments & Public Sector Undertakings will be considered only, if forwarded through proper channel and with a clear certificate that the applicant will be relieved within one month of receipt of appointment letter.
7. Mere fulfilling of minimum prescribed qualification and experience will not vest any right in a candidate for being called for Interview. If large number of applications received, the Screening Committee will adopt its own criteria for shortlisting the candidates, to be called for Interview. The Institute reserves the rights to call for Interview only those candidates who in its opinion are likely to be suitable and will not entertain any correspondence in this regard. The candidates should, therefore, mention all the qualifications and experience in the relevant field over and above the minimum prescribed qualifications.
8. Outstation candidates called for Interview will be paid to and fro single second-class rail fare/ordinary bus fare by the shortest route to the place of Interview from the Railway station/Bus Stand nearest to the candidate's normal place of residence, as per rules.
9. SC/ST/PWD/Women and regular employees of CSIR are exempted from payment of application fee.
10. Director, CSIR-IIP reserves the right to not to fill any or all posts advertised.

(4) How to Apply:

- a. Eligible candidates are required to apply **ONLINE** through our website <http://www.iip.res.in>
- b. If the candidate does not have a valid E-mail ID, he/she should create a new valid E-mail ID before applying online.
- c. Applicant must quote their Aadhar Number in application.
- d. Online Application will be available on our website www.iip.res.in up to 16.08.2018.
- e. Candidates belonging to General and OBC category are required to arrange to deposit fee **for Rs.100/- through SB Collect**". Procedure for submitting online fee is given as under:

- (1) Open site <https://www.onlinesbi.com>
- (2) Click on "SB Collect"
- (3) Accept terms and conditions and click on proceed
- (4) In field "State of Corporate/Institution" Select "All India"
- (5) In field "Type of Corporate/Institution" Select "Govt. Department"
- (6) In field "Govt. Dept. Name" Select "Director-IIP"
- (7) In field "Select Payment Category" Select "Application Fee"
- (8) Fill all the information & mention Related Dept. as "Recruitment" and submit the requisite fee.
- (9) Printout of the fee receipt is to be attached on top of the generated application form.

- f. The last date for submitting online application is 16.08.2018. This date will be the same for the candidates belonging to far-flung areas. The candidates belonging to SC/ST/PH/Women/CSIR Employees/Abroad Candidates category are exempted from submission of **application** fee.
- g. In case of Universities/Institute awarding CGPA/SGPA/OGPA grades etc., candidates are requested to convert the same into percentage based on the formula as per their university/institute. In case of candidates having equivalent qualifications, they must produce a certificate issued by the concerned University/Boards.
- h. Successful online application is indicated by the page displayed after clicking **Submit Button** indicating the generated "**APPLICATION NUMBER**". Please note down the same carefully and preserve it. If you do not preserve it, you will not be able to re-print the Application.
- i. This computer generated application (print-out) duly accompanied by self attested copies of the certificates, mark sheets, testimonials in support of age, education qualifications, experience, re-prints of publications and caste certificate, if applicable along with one recent passport size self-signed photograph affixed together with the receipt of application fee (if applicable) should be sent in an envelope superscribed "APPLICATION FOR THE POST OF _____ (Post Code _____)" only by Registered/Speed Post to the address: **Controller of Administration, CSIR-Indian Institute of Petroleum, P.O. IIP, Mohkampur, Haridwar Road, Dehradun-248005 (Uttarakhand).** The last date for receipt of hard copy of application is 31.08.2018.

- (227)
- j. **The Computer Generated Application Form should be signed by the Candidate manually.**
- k. Candidates applying for more than one post must submit separate application form for each post indicating the Post Code of the post.
- l. 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.
- m. Applications from employees of Government Departments will be considered only if forwarded through proper channel, certified by the employer that the applicant, if selected will be relieved within one month of the receipt of the appointment orders. Also, vigilance clearance should also be recorded. However, advance copy of the application may be submitted before the closing date. Applications routed through proper channel should reach CSIR-IIP at the earliest.
- n. **Candidates should specifically note that the applications received after the closing date by 1730 hours for any reason whatsoever (such as envelopes wrongly addressed, delivered elsewhere, postal delay etc.) will not be entertained by CSIR-IIP.**
- o. **Incomplete applications (i.e. unsigned, without photograph, without application fee, without applicable testimonials etc.) will not be entertained and will be summarily rejected.**

Following documents must be attached along with application form sent by post:

- (a) Fee receipt generated through SB Collect of Rs.100/-, wherever applicable.
- (b) Recent coloured photograph pasted on the form and signed across in full.
- (c) Self Attested photocopy of Date of Birth Certificate.
- (d) Self Attested photocopies of education qualifications certificates/marksheets.
- (e) Self Attested photocopy of documents related to caste/PWD/Ex-serviceman/Widow or divorced women, if applicable.
- (f) Self Attested photocopies of experience certificates, if any.

Canvassing in any form and/or bringing in any influence political or otherwise will be treated as a disqualification for the post. No Interim enquiries will be entertained.



Controller of Administration