Applications are invited in the prescribed Application form (may be downloaded from the website) for the post of Senior Administrative Officer (UNRESERVED) in the pay scale of PB-3: Rs.15600-39100 + Grade Pay Rs. 6600/- plus other allowances as admissible under the rules (Initial pay: Rs. 18750 + GP Rs.6600)

The qualification, experience, job responsibilities and other informations / details are available in our website:

1. www.nirt.res.in  2. www.icmr.nic.in

The last date for receipt of duly filled in application is 25.06.2014.

DIRECTOR

Date: 19.05.2014
NOTIFICATION

It is proposed to fill up the post of Senior Administrative Officer (UNRESERVED) in the pay scale of PB-3: Rs.15600-39100 + Grade Pay Rs.6600 at National Institute for Research in Tuberculosis through direct recruitment.

ELIGIBILITY:

Administrative Officers in the GP of Rs.5400 and who have rendered 5 years of approved regular service in Govt. Organizations in that grade pay or who have rendered not less than 13 years of combined approved regular service in the post of Section Officer & Administrative Officer or Private Secretary & Administrative Officer [in the GP 4600 / GP 4800 & GP 5400], are eligible to apply (Adhoc services in these posts will not be counted).

SELECTION:

The selection shall be made by a Selection Committee constituted by DG, ICMR which will interview the eligible candidates.

Candidates working in Govt. organizations and who are eligible as per the eligibility may apply in the Prescribed Application form (which may be downloaded) alongwith copies of certificates for Age (SSC Certificate), qualification (all degrees/diploma/certificate courses), experience certificates and a crossed Demand Draft for Rs.100/- in favour of Director, NIRT, Chennai [SC/ST/PH candidates are exempted from payment and proof should be enclosed for exemption] and may forward their applications through proper channel to the Director, National Institute for Research in Tuberculosis, No.1, Mayor Sathyamoorthy Road, Chetpet, Chennai – 600 031, so as to reach latest by 25th June 2014.

Candidates should note that applications will be screened and only shortlisted candidates will be called for interview.

Applications received late and without copies of certificates and DD for Rs.100/- and not through proper channel will be summarily rejected.

DIRECTOR