



BUREAU OF INDIAN STANDARDS

Manak Bhavan, 9, Bahadur Shah Zafar Marg, New Delhi – 110002

VACANCY CIRCULAR

Bureau of Indian Standards (BIS), a **statutory body under Ministry of Consumer Affairs, Food and Public Distribution, Govt. of India**, is the National Standards Body of India. It undertakes activities in the field of Standardization, Product and System Certification, Hallmarking of Gold/Silver Jewellery, Laboratory Testing etc., in the country. BIS is also responsible for Standardization and Certification at the International level.

BIS **INVITES** applications from the Officers/Scientists/Technologists of Central Govt./State Govt./PSU/Autonomous Organizations for filling up **on Deputation** for the following posts:

- (i) Scientist-C in the Level-11 of the pay matrix.
- (ii) Scientist-D in the Level-12 of the pay matrix.
- (iii) Scientist-E in the Level-13 of the pay matrix.
- (iv) Scientist-F in the Level-13A of the pay matrix.
- (v) Scientist-G in the Level-14 of the pay matrix.

2. The candidates, irrespective of any category, who fulfill the eligibility criteria required for the post, may send their applications through proper channel in the prescribed proforma, given in **Annexure III**, so as to reach to " **Head (HRD), Bureau of Indian Standards, Manak Bhavan, 9 Bahadur Shah Zafar Marg, New Delhi-110002**" alongwith attested copies of certificates relating to age, caste/category, qualifications and experience within 45 days from the date of publication of this advertisement in the 'Employment News'/Rozgar Samachar. The application should be sent **only** by **Registered post/Speed Post** in the envelope superscribing "Application for the post of Scientist-C / Scientist-D/ Scientist-E/ Scientist-F/ Scientist-G" on top Right Hand corner of the envelope.

GENERAL INSTRUCTIONS:

- 1. Qualification and Experience Required:** The same shall be as given in Annexure I.
- 2. Emoluments:** Level-11 in the Pay Matrix as per 7th CPC for Scientist-C, Level-12 in the Pay Matrix as per 7th CPC for Scientist-D, Level-13 in the Pay Matrix as per 7th CPC for Scientist-E, Level-13A in the Pay Matrix as per 7th CPC for Scientist-F and Level-14 in the Pay Matrix as per 7th CPC for Scientist-G. D.A., HRA and Transport allowance at Central Govt. rates/ Other benefits include New Defined Contribution

Pension Scheme, Gratuity, Medical reimbursement and LTC as per rules of the Bureau.

3. Period of Deputation : 02 years (extendable upto 3 years.)

4. Maximum age : 56 Years

5. Station/ Discipline: The details of the same are given in Annexure II-A & II-B.

6. How to Apply:

(i) Applications should be submitted only in prescribed proforma [refer **Annexure III**] duly completed and signed alongwith self-attested photocopies of the following documents:

- a) Date of Birth proof.
- b) Caste/Tribe Certificate [in case of SC/ST/OBC category]/ Disability certificate [in case of PWD]/Ex-servicemen Proof [in case of Ex-servicemen Candidates]/Latest Caste certificate [in case of OBC (Non-Creamy Layer)] in the prescribed format issued by the Competent Authority as prescribed by Govt. of India.
- c) All certificates/Testimonials in respect of qualifications [all semesters/year-wise Mark Sheets, Degree and Diploma Certificates starting from Graduation onwards].
- d) Complete and proper Experience Certificates/ Documents issued by Employer in support of experience details mentioned by the candidate in the application form.
- e) The forwarding letter from the employer must be accompanied by (i) photocopies of complete APAR/ACR dossiers for the last 05 years duly attested by the officer not below the rank of Under Secretary to the GOI or equivalent; (ii) Vigilance Clearance/Certificate; (iii) Cadre Clearance; (iv) Integrity Clearance/Certificate; and Statement of major/minor penalties, if any, imposed upon the officer during the last 10 years. The last date for receipt of application will not be extended on account of delay in transmitting application by the concerned office.

(ii) Candidates should ensure that they submit all the documents mentioned above. In the event of failure of candidate to submit any of the required documents as mentioned above within the stipulated period, candidature of such candidate shall be liable to be rejected.

- (iii) The prescribed application form duly signed and affixing latest passport size color photograph alongwith and self-attested copies of the testimonials/ documents/ APARs mentioned above should be sent to "**Head (HRD), Bureau of Indian Standards, Manak Bhavan, 9 Bahadur Shah Zafar Marg, New Delhi-110002**" by regd./speed post only. Envelope containing application should be superscribed with the name of post applied for e.g. "**Application for the post of Scientist-C / Scientist-D/ Scientist-E/ Scientist-F/ Scientist-G**" on top Right Hand corner of the envelope.
- (iv) Closing date of receipt of applications : **Forty Five Days from date of advertisement**
- (v) Application received after closing date shall not be entertained and will stand rejected. No communication shall be made/entertained regarding rejection of application.
- (vi) No original documents are required to be sent to Bureau in connection with this recruitment process unless directed to do so.
- (vii) Departmental Candidates of BIS will not be eligible to apply for the post on deputation.

7. Selection Process: Candidates possessing the essential qualifications, experience and age limit shall be eligible for the post. Selection Process will involve Screening of Applications by Screening Committee or Screening/Written Test. Candidates shortlisted would be interviewed by the Selection Committee. The test/interview would be conducted at New Delhi. The candidates will be selected on the basis of merit. Schedule of test or interview will be displayed on Website www.bis.gov.in. Therefore, candidate should keep visiting the BIS website for important announcement/ information throughout the selection processes at various stages.

Note: The expenses for to and fro journeys from normal place of residence by shortest route would be admissible as per prevalent Govt. rules for appearing in interview.

OTHER TERMS AND CONDITIONS AND GENERAL INSTRUCTIONS

- (i) Only Indian Nationals are eligible to apply. Candidates should note that, if at any stage of recruitment, it is found that the candidates has submitted any false/fabricated information/documents, his/her candidature will be cancelled immediately and he/she will be liable for action as per Law/Rules.

- (ii) Any representation/recommendation for recruitment will make the candidature of a candidate liable for disqualification.
- (iii) Candidates should have a valid e-mail ID & Mobile No. which should be entered at appropriate place in the application form and must remain active/valid until recruitment processes is completed. No change in the e-mail ID & mobile No. will be accepted once submitted. The candidate himself shall be responsible for wrong or expired e-mail ID & Mobile No.
- (iv) Candidate should note that their candidature at all stages of Recruitment is purely provisional, subject to satisfying the prescribed eligibility conditions as per Recruitment Rules for particular post & other orders/ norms issued time to time by the Bureau. Submission of any false/incorrect/dubious information in application form shall disqualify the candidate at any stage of selection processes (before or after test/interviews).
- (v) Canvassing in any form will be a disqualification.
- (vi) The Bureau will not be responsible for postal delays/loss/failure during any stage of recruitment process.
- (vii) Bureau reserves the right to amend/modify vacancies notified and any provision of this advertisement in case of any errors and omissions/deviation or to cancel the advertisement and recruitment if the circumstances so warrant.
- (viii) **Warning:** Selection in the Bureau is free, fair and merit based. Any attempt to influence the selection process detected at any stage is liable to lead to termination of the candidature of service and legal action against the concerned individual will be initiated.
- (ix) Any resulting dispute arising out of this advertisement including the recruitment process shall be subject to the sole jurisdiction of the Courts situated at Delhi.
- (x) Appointment of candidate is subject to his/her being declared medically fit, and also subject to service and conduct rules applicable to BIS. Decision of BIS will be final and binding on candidates.

8. ANNOUNCEMENTS: All further announcements/details will only be published /provided on BIS website www.bis.gov.in from time to time.

(Vijay K. Singh)
Head (HRD)
Tel. 011-23230908
e-mail: hrd@bis.org.in
New Delhi
Date:

ANNEXURE I
REQUIRED EDUCATIONAL QUALIFICATIONS AND EXPERIENCE

Name of Post	Maximum Age Limit	Educational Qualifications for Deputation	Experience for Deputation
Scientist-C	56 years	<p><i>Essential</i> – A Bachelor’s Degree or equivalent in Engineering or Technology or Medicine or Master’s Degree or equivalent in Natural Sciences in discipline specified in the Second Schedule.</p> <p><i>Desirable:</i> A Master’s Degree or equivalent in Engineering or Technology or Medicine or Doctorate Degree in Natural Sciences in discipline specified in the Second Schedule.</p>	<p>Officers / Scientists / Technologists working in the Central Government or State Governments / UTs or Universities / recognized research Institutions / Statutory / Autonomous organizations or Public Sector Undertakings in India.</p> <p>(a) (i) holding analogous post on regular basis; OR (ii) With five years’ service in the grade rendered after appointment in Level 10 as per Seventh Pay Commission or equivalent; and</p> <p>(b) Possessing four years’ experience in the field of Standardization / Quality Assurance/ Testing / Production / Design/ Research.</p> <p>Note: The maximum age limit for appointment by deputation shall not exceed 56 years as on the closing date of receipt of the application.</p>
Scientist-D	56 years	<p><i>Essential</i> – A Bachelor’s Degree or equivalent in Engineering or Technology or Medicine or Master’s Degree or equivalent in Natural Sciences in discipline specified in the Second Schedule.</p> <p><i>Desirable:</i> A Master’s Degree or equivalent in Engineering or Technology or Medicine or Doctorate Degree in Natural Sciences in</p>	<p>Officers / Scientists / Technologists working in the Central Government or State Government / UTs or Universities / recognized research Institutions / Statutory / Autonomous organizations or Public Sector Undertakings in India.</p> <p>(a) (i) holding analogous post on regular basis; OR (ii) With five years’ service in the grade rendered after appointment in Level 11 as per Seventh Pay Commission or equivalent; and</p>

		discipline specified in the Second Schedule.	<p>(b) Possessing eight years' experience in the field of Standardization / Quality Assurance/ Testing / Production / Design/ Research.</p> <p>Note: The maximum age limit for appointment by deputation shall not exceed 56 years as on the closing date of receipt of the application.</p>
Scientist-E	56 years	<p><i>Essential</i> – A Bachelor's Degree or equivalent in Engineering or Technology or Medicine or Master's Degree or equivalent in Natural Sciences in discipline specified in the Second Schedule.</p> <p><i>Desirable:</i> A Master's Degree or equivalent in Engineering or Technology or Medicine or Doctorate Degree in Natural Sciences in discipline specified in the Second Schedule.</p>	<p>Officers / Scientists / Technologists working in the Central Government or State Governments / UTs or Universities / recognized research Institutions / Statutory / Autonomous organizations or Public Sector Undertakings in India.</p> <p>(a) (i) holding analogous post on regular basis; OR (ii) With five years' service in the grade rendered after appointment in Level 12 as per Seventh Pay Commission or equivalent; OR (iii) With ten years' service in the grade rendered after appointment in Level 11 as per Seventh Pay Commission or equivalent; and</p> <p>(b) Possessing ten years' experience in the field of Standardization / Quality Assurance/ Testing / Production / Design/ Research.</p> <p>Note: The maximum age limit for appointment by deputation shall not exceed 56 years as on the closing date of receipt of the application.</p>
Scientist-F	56 years	<p><i>Essential</i> – A Bachelor's Degree or equivalent in Engineering or Technology or Medicine or Master's Degree or equivalent in Natural Sciences in discipline specified in the Second Schedule.</p>	<p>Officers / Scientists / Technologists working in the Central Government or State Governments / UTs or Universities / recognized research Institutions / Statutory / Autonomous organizations or Public Sector Undertakings in India.</p> <p>(a) (i) holding analogous post on regular basis;</p>

		<p><i>Desirable:</i> A Master's Degree or equivalent in Engineering or Technology or Medicine or Doctorate Degree in Natural Sciences in discipline specified in the Second Schedule.</p>	<p>OR</p> <p>(ii) With two years' service in the grade rendered after appointment in Level 13 as per Seventh Pay Commission or equivalent;</p> <p>OR</p> <p>(iii) With seven years' service in the grade rendered after appointment thereto on regular basis in Level 12 as per Seventh Pay Commission or equivalent; and</p> <p>(b) Possessing twelve years' experience in the field of Standardization / Quality Assurance/ Testing / Production / Design/ Research.</p> <p>Note : The maximum age limit for appointment by deputation shall not exceed 56 years as on the closing date of receipt of the application.</p>
Scientist-G	56 years	<p><i>Essential</i> – A Bachelor's Degree or equivalent in Engineering or Technology or Medicine or Master's Degree or equivalent in Natural Sciences in discipline specified in the Second Schedule.</p> <p><i>Desirable:</i> A Master's Degree or equivalent in Engineering or Technology or Medicine or Doctorate Degree in Natural Sciences in discipline specified in the Second Schedule.</p>	<p>Officers / Scientists / Technologists working in the Central Government or State Governments/ UTs or Universities / recognized research Institutions / Statutory / Autonomous organizations or Public Sector Undertakings in India.</p> <p>(a) (i) holding analogous post on regular basis;</p> <p>OR</p> <p>(ii) With two years' service in the grade rendered after appointment in Level 13A as per Seventh Pay Commission or equivalent;</p> <p>OR</p> <p>(iii) With four years' service in the grade rendered after appointment in Level 13 as per Seventh Pay Commission or equivalent; and</p> <p>(b) Possessing Fifteen years' experience in the field of Standardization / Quality Assurance/ Testing / Production / Design/ Research, out of which seven years shall be in administration, planning, development and co-operation in relevant field; and Experience of</p>

			<p>evolving, managing and directing programmes in relevant field.</p> <p>Note: The maximum age limit for appointment by deputation shall not exceed 56 years as on the closing date of receipt of the application.</p>
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ANNEXURE II-A

List of Stations where vacancies are available

1. Delhi
2. Chennai
3. Mohali
4. Kolkata
5. Mumbai
6. Guwahati
7. Patna
8. Jamshedpur
9. Raipur
10. Coimbatore
11. Hyderabad
12. Vishakhapatnam
13. Kochi
14. Nagpur
15. Ahmadabad
16. Rajkot
17. Chandigarh
18. Parwanoo
19. Lucknow
20. Faridabad
21. Ghaziabad
22. Jaipur
23. Dehradun
24. Jammu
25. Bhopal
26. Bhubaneswar
27. Bangalore
28. Pune

ANNEXURE II-B

*** List of disciplines for the purposes of recruitment to the Bureau of Indian Standards Scientific Cadre specified in the Second Schedule of Bureau of Indian Standards (Recruitment to Scientific Cadre) Regulations, 2002:**

SCIENCE COURSES:

1. Agriculture
2. Chemistry
3. Bio-Chemistry
4. Micro Biology
5. Physics
6. Computer Sciences and Information Technology
7. Medicine (M.B.B.S)

ENGINEERING OR TECHNOLOGY COURSES

1. Food Technology
2. Agriculture
3. Bio-Technology
4. Dairy Technology
5. Chemical
6. Petro-Chemical
7. Environment
8. Leather
9. Textile Engineering and Fibre Science
10. Electrical
11. Instrumentation
12. Electronics and Telecommunications
13. Computer
14. Civil
15. Architecture and Planning
16. Transport
17. Mechanical
18. Production and Industrial
19. Automobile
20. Mining
21. Bio-medical
22. Metallurgical

ANNEXURE – III
BIO-DATA /CURRICULUM VITAE PRO FORMA

1. Name and Address (in Block Letters)
...
2. Date of Birth (in Christian era)
...
3. (i) Date of entry into service ...
...
- (ii) Date of retirement under Central / State
Government Rules ...
...
4. Educational Qualification ...
...
5. Whether Educational and other qualifications
required for the post are satisfied. **(If any
qualification has been treated as equivalent
to the one prescribed in the Rules, state the
authority for the same)**

Qualifications / Experience required as mentioned in the advertisement / vacancy circular	Qualifications / experience possessed by the officer
Essential (A) Qualification (B) Experience	Essential (A) Qualification (B) Experience
Qualifications / Experience required as mentioned in the advertisement / vacancy circular	Qualifications / experience possessed by the officer
Desirable (A) Qualification (B) Experience	Desirable (A) Qualification (B) Experience

6. Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualification and work experience of the post .

7. Details of Employment, in chronological order. **Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.**

Office / Institution	Post held on regular basis	From	To	*Pay Band and Grade Pay / Pay Scale of the post held on regular basis	Nature of Duties (in detail) highlighting experience required for the post applied for

***IMPORTANT.** - Pay band and Grade Pay granted under ACP / MACP are personal to the officer and therefore, should not be mentioned. Only Pay Band and Grade Pay / Pay Scale of the post held on regular basis to be mentioned. Details of ACP /MACP with present Pay Band and Grade Pay where such benefits have been drawn by the Candidate, may be indicated as below:-

Office / Institution	Pay, Pay Band and Grade Pay drawn under ACP / MACP Scheme	From	To

8. Nature of present employment i.e. Ad hoc or Temporary or Quasi-Permanent or Permanent.

9. In case the present employment is held on deputation / contract basis, please state---

(a) The date of initial appointment	(b) Period of appointment on deputation / contract	(c) Name of the parent office/ organization to which the applicant belongs.	(d) Name of the post and Pay of the post held in substantive capacity in the parent organization

10. If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details ...
...

11. Additional details about present employment:
Please state whether working under (indicate the name of your employer against the relevant column)

- (a) Central Government
 (b) State Government
 (c) Autonomous Organization
 (d) Government

- Undertaking
 (e) Universities
 ...
 (f) Others
 ...

12. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade

13. Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale

14. Total emoluments per month now drawn

Basic Pay in the PB	Grade Pay	Total Emoluments

15. In case the Applicant belongs to an Organization which is not following the Central Government Pay Scales, the latest salary slip issued by the Organization showing the following details may be enclosed:-

Basic Pay with Scale of Pay and rate of increment	Dearness Pay / interim relief / other Allowances, etc., (with break-up details)	Total Emoluments

16- **Additional information**, if any, relevant to
 A. the post you applied for in support of your suitability for the post

NOTE.- **Enclose a separate sheet, if the space is insufficient)**

16-B. **Achievements:**

The candidates are requested to indicate information with regard to :

- (i) Research publications and reports and special projects
-
- (ii) Awards / Scholarships / Official Appreciation
- (iii) Affiliation with the professional bodies / institution / societies and
- (iv) Patents registered in own name or achieved for the organization

(v) Any research / innovative measure
involving official recognition

...

(vi) any other information ...

...

**(NOTE.–Enclose a separate sheet if the
space is insufficient)**

17. Whether belongs to SC/ST ...

...

I have carefully gone through the vacancy circular / advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the document in respect of Essential Qualification / Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information / details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed / withheld.

(Signature of the candidate)

Address.....

Date.....

.....

Certification by the Employer / Cadre Controlling Authority

The information / details provided in the above application by the Applicant are true and correct as per the facts available on records. He / She possesses educational qualifications and experience mentioned in the vacancy circular. If selected, he/she will be relieved immediately.

2. **Also certified that –**

- (i) There is no vigilance or disciplinary case pending / contemplated against Shri / Smt.....
- (ii) His / Her integrity is certified.
- (iii) His / Her CR Dossier in original is enclosed / photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Government of India or above are enclosed.
- (iv) No major / minor penalty has been imposed on him / her during the last 10 years of A list of major / minor penalties imposed on him / her during the last 10 years is enclosed (as the case may be).

Countersigned

.....
(Employer / Cadre Controlling Authority with Seal)