



नैनो विज्ञान एवं प्रौद्योगिकी संस्थान

INSTITUTE OF NANO SCIENCE & TECHNOLOGY

(An Autonomous Research Institute of the Department of Science and Technology, Government of India)

Habitat Centre, Sector-64, Phase-X, Mohali-160062, Punjab

F.No. 1(1)/2019-INST

Dated: 4th June, 2019

WALK-IN-INTERVIEW

Institute of Nano Science and Technology, Mohali invites eligible candidates (working or retired from the central government / central autonomous institute/PSUs) for Walk-in-Interview on 20.06.2019 (10 am to 12 noon) for the engagement of a Consultant (Admin.) purely on contractual basis, initially for a period of one year, which may be extended depending upon the satisfactory performance, as per following details:

Sr. No.	Position	Consolidated remuneration per month	Number of positions	Qualifications & Experience	Age limit as on 20.06.19
1	Consultant (Admin.)	Rs. 60,000/-	01	Essential Qualifications: Master's degree in any discipline. Experience: 20 years' experience in administration mainly in Establishment, Personnel, Purchase, Legal matters, RTI, Recruitment, Promotion, Contract etc., out of which at least 5 years' experience should be in the grade of Deputy Secretary or equivalent i.e. Pay Level-12 (Grade Pay Rs. 7600) in Central Government, Central Autonomous bodies, PSUs etc.	65 years

GENERAL INSTRUCTIONS

1. The Walk-in-Interview will be held on Thursday, 20.06.2019 (between 10 am to 12 noon) at INST Mohali. The candidates are required to reach at least 30 minutes before the start of interview.
2. The candidates are required to send scanned copy of the duly filled Application Form and synopsis in .xls (Excel format) available on institute website, along with copy of certificates in support of age, educational qualifications, experience, Last Pay Drawn etc. at the email id instrectt2015@gmail.com by 17.06.2019 (5:00 pm).
3. The candidates are required to bring a set of self-attested photocopies of their certificates in support of age, educational qualifications, experience, Last Pay Drawn, NoC in case of candidates from government departments alongwith all the original documents for verification purposes.
4. In case of exceptional candidates, the experience criteria may be relaxed by the Institute.

CFAO, INST