

No. 1-3/2017-Admn  
Central Research Institute, Kasauli (H.P.)-173204

**ABRIDGED ADVT. NOTICE**

Applications are invited for filling one post of Assistant Library and Information Officer, Group B (Gazetted) at Central Research Institute, Kasauli (Under Ministry of Health & Family welfare /Dte. General Health Service) on deputation of suitable officer's of Central Secretariat Service in Grade -II or Grade-III in the pay scale of Pay Matrix level 7 (pre-revised scale of pay of Rs. 9300-34800 + Grade Pay 4600).

A detailed advertisement notice has been uploaded on Institute Website [www.crikasauli.nic.in](http://www.crikasauli.nic.in) indicating pre-requisites/details etc. and the same can be had from our website.

Duly complete applications through proper channel should reach to Directorate General of Health services, EPI Section, Nirman Bhavan, New Delhi-110011 within 30 days of publication of this Notice.

*Dr. Ajay Kumar Tahlan*  
(Dr. Ajay Kumar Tahlan),

Director.

*o/c* *Dr* *Chand*  
*28/11* *27/11/17*

## ADVERTISEMENT

Filling up of one post of Assistant Library and Information Officer in Central Research Institute, Kasauli under Ministry of Health & family Welfare / Dte.General of Health Services on deputation basis.

Applications are invited from the eligible candidates for appointment on deputation basis to the one post of Assistant Library and Information Officer in Central Research Institute, Kasauli in the pay Matrix level 7 (pre-revised pay Scale of Rs. 9300-34800 +Grade Pay 4600), General Central services Group 'B' Gazetted (Non-Ministerial). Application of only such Officer will be considered as are routed through proper channel in the prescribed proforma (Annexure-1), in duplicate. The post is to be filled by transfer on deputation as under :-

1. The Officer of the Central /State Government :

- (a) i) Holding analogous post, or
- ii) With 3 year services in posts in the scale of pay of Rs. 5500-9000 (5<sup>th</sup> CPC) or Pre-revised Rs. 9300-34800 + Grade Pay Rs.4200/- (6<sup>th</sup> CPC) pre-revised pay matrix Level-6 (7<sup>th</sup> CPC).
- iii) With 8 years service in posts in the scale of Pay of Rs. 5000-8000 (5<sup>th</sup> CPC) or Pre-revised Rs. 9300-34800 + Grade Pay Rs.4200/- (6<sup>th</sup> CPC) pre-revised pay matrix Level-6 (7<sup>th</sup> CPC).

**QUALIFICATION:-**

**ESSENTIAL:-**

1. Masters degree of recognized university or equivalent.
2. Degree or equivalent diploma in Library Science of a recognized University/ Institute.
3. 3 years practical experience in a Library of standing.
4. Applicant should be less than 56 years of age on the closing date of receipt of application.

**DESIRABLE:**

1. The departmental Senior Librarian with three years regular service in the grade will also be considered. In case he/ she is selected for appointment to the post. The same shall be deemed to have been filled by promotion.
2. Period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same organization/ Department shall ordinarily not exceed three years.
3. The person selected will be entitled to draw pay/ deputation allowance in accordance with the Department of Personal & Training, O.MM.No. 2/29/91-Estt. (Pay-II) dated 15.01.1994 as amended vide O.M. No. 2/8/97-Estt. (Pa-II ) dated 11.03.98 & 12.11.98 and No. 6/8/2009 -Estt. (Pay II) dated 17.06.2010.
4. The applications of suitable officers who are willing and eligible for the post and who can be spared immediately in the event of selection may be forwarded, through proper channel, duly verified, to the undersigned within 45 days of publication in Employment News, in the prescribed Proforma, alongwith ACR/ APAR dossiers for the last 5 years as the case may be, Integrity certificate, vigilance clearance and statement fiving details of major or minor penalties imposed on the officer, if any, etc.
5. The candidate once selected for the post, will not be allowed to withdraw the candidature under any circumstance. Incomplete applications shall not be entertained.

CENTRAL RESEARCH INSTITUTE,  
KASAULI (H.P.)-173204

(DR. Ajay Kumar Tahlán),  
DIRECTOR.

*Handwritten signature and date 8/12/17*

## BIO DATA PROFORMA

1. Name and Address in Block Letters :
2. Date of Birth (In Christian era) :
3. Date of retirement under Central/  
State Government rules. :
4. Educational Qualifications :
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

Qualifications/Experience  
possessed by the Officer.

Essential (1)  
(2)  
(3)

Desired (1)  
(2)

- 6 Please state clearly whether in the light of entries made by you above, :  
you meet the requirements 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/Instt./ Organization	Post Held		Scale of Pay and Basic pay	Nature of Duties
	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 you belong :
  - (d)
- 10 Additional details about present employment, please state whether working under:
 

(a) Central Government :	(b) State Government :
(c) Autonomous Organization :	(d) Government Undertakings :
(e) Universities :	
- 11 Are you in Revised Scale of Pay? If yes, give date from which the revision took place and also  
indicate the Pre-revised scale :
- 12 Total emoluments per month now drawn :
- 13 Additional information, if any, which you would like to mention in support of your suitability  
for the post. Enclose a separate Sheet, if the space is sufficient.
- 14 Whether belongs to SC/ST :
- 15 Remarks

Dated :.....

Signature of the Candidate  
Address :

Countersigned.....  
(Employer)