



icmr **RMRCNE**
INDIAN COUNCIL OF MEDICAL RESEARCH
REGIONAL MEDICAL RESEARCH CENTRE, DIBRUGARH

आई सी एम आर – क्षेत्रीय आयुर्विज्ञान
अनुसंधान केन्द्र
स्वास्थ्य अनुसंधान विभाग, स्वास्थ्य और परिवार
कल्याण मंत्रालय, भारत सरकार

ICMR - Regional Medical Research Centre
NE Region
Department of Health Research, Ministry of Health
and Family Welfare, Government of India

Advt. No. RMRC/DIB/ADM 4(i)/2019-20/1233

Dated : 10.07.2019

VACANCY NOTIFICATION

I. The Indian Council of Medical Research- Regional Medical Research Centre, North East Region, an autonomous organization under Department of Health Research, Ministry of Health & Family Welfare, Government of India invites applications from eligible candidates as per criteria laid down below for filling up the following posts:

- (i) Assistant (Post Code No.01)
- (ii) Lower Division Clerk (Post Code No.02)

II. Details of vacancy of Post

Post Code	Name of post	Pay Level as per 7CPC Pay Matrix	Total number of tentative vacancies	Vacancies reserved for SC/ST/OBC/EWS
01	Assistant (Group B Ministerial)	Pay Level 6 Rs 35400-112400	2	UR (both posts)
02	LDC (Group C Ministerial)	Pay Level 2 Rs 19900-63200	1	OBC

III. Essential qualification:

Sl. No	Post Code	Essential Qualification
1	01	iii. Minimum Three years Bachelor's degree in any discipline from a recognized University/Institution iv. Working knowledge of computer (MS Office/Power point)
2	02	ii. 12 th class pass or equivalent qualification from a recognized Board or University. iv. Typing speed of 35 w.p.m in English or 30 w.p.m in Hindi on Computer. (35 w.p.m and 30 w.p.m correspond to 10500 KDPH/9000 KDPH on an average of 5 key depressions for each word).


10/07/2019



IV. Cut off date and age limit as on 26.08.2019

- Upper age limit for the post of Assistant (Post code 01) is not exceeding 30 years as on 26.08.2019. The upper age limit for departmental candidate is 35 years for the post of Assistant.
- Upper age limit for the post of LDC (Post code 02) is between 18 to 27 years .The upper age limit for departmental candidate is 40 years for the post of LDC.

The crucial date for the ascertainment of upper age limit is 26.08.2019

V. Other Details:

1. Method of Selection :-

Sl. No	Post Code	Selection criteria	Qualifying marks for written exam
1	01	i. Written examination/test ii. Skill Test (Qualifying only)	50 percent of total marks.
2	02	i. Written examination/test ii. Typing Test (Qualifying only)	50 percent of total marks.

The Candidates will be selected on the basis of merit in the written examination subject to the condition of qualifying the Skill test or Typing test.

- Date of written test will be communicated to the candidates fulfilling the eligibility criteria through call letters. The call letters along with the admit card will be sent in the self addressed envelope enclosed by the applicants during the time of submission of the application. The information of the examination will also be uploaded on the websites of ICMR and RMRC, Dibrugarh and no enquiry/request by any other mode in this regard will be entertained.
- In pursuance to the orders issued by DoPT, the practice of holding of interviews as part of selection process for junior Level posts (Group – B & C posts) in Administrative and Technical Cadre accordingly has been dispensed with. **Therefore, only written test will be held followed by Skill Test / Typing Test(Qualifying Nature) and no Interview /personal discussion will be held for the above said posts.**
- Probation:-**
 - Selected candidates will be on probation of 2 years from date of his/her joining.
 - Other terms and conditions regarding probation will be as per rules of ICMR issued from time to time.
- Reservation and Relaxation:-**
 - For Post Code 01 (Assistant)**
 - The crucial date for determination of eligibility of age will be the last date of receipt of applications i.e. 26.08.2019.



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- (ii) The post of Assistant being a UR vacancy, no age relaxation is admissible for SC/ST/OBC candidates against the Unreserved vacancy as per Govt. of India order No 36011/1/98/Estt(Res.) dated 01.07.1998.
- (iii) Age relaxation for Divyang/PWD/Ex-servicemen will be as per the instructions issued by Government of India on the subject from time to time.

B. For Post Code 02

- (i) The crucial date for determination of eligibility of age will be the last date of receipt of applications i.e. 26.08.2019.
- (ii) The upper age limit is relaxed by 3 years for OBC (Non Creamy Layer) candidates.
- (iii) Age relaxation for Divyang/PWD/Ex-servicemen will be as per the instructions issued by Government of India on the subject from time to time.
- (iv) ***The candidates are required to submit a valid/latest requisite OBC (Non-Creamy Layer) certificate in prescribed format of Government of India, from a competent authority.***

Further, OBC (Non-creamy Layer) candidates will have to give a self-undertaking indicating that they belong to OBC (Non-creamy Layer) category also at the time of joining, in case selected.

6. How to apply:-

- A. The application form and other details can be downloaded from the website of ICMR/RMRC i.e. www.icmr.org.in or www.rmrcne.org.in .
- B. Applicants should legibly indicate the post applied for on the first page of prescribed "APPLICATION FORM" and affix one passport size photograph. Application Form (hard copy only) accompanied with self attested copies of necessary supporting documents (certificates/ testimonials , degree, diploma, experience, caste certificate, proof for date of birth, NOC from present employer, application fee etc.) should be sent in a sealed cover envelope superscribing on the top of envelope "***Application for the post of (Name of Post and Post code) at ICMR-RMRC NE, Dibrugarh***"
- C. The applications are to be sent to the address "The Director, ICMR-RMRC, Lahoal, Dibrugarh-786 010" through **Speed Post/ Registered Post only**, latest by 26.08.2019 along with **non-refundable Application fee** of Rs. 300/- (Rupees Three Hundred only) in the form of Indian Postal Order(IPO)/Demand Draft from a nationalised bank, payable at Dibrugarh drawn in favour of "Director, ICMR-RMRC, Dibrugarh". The SC/ST candidates, persons with Disabilities (PWD) and Women candidates are exempted from payment of the application fee. The application fee is payable by all other candidates including ICMR and allied Institutes' employees. The fee once deposited will not be refunded.



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- D. Applications received without the superscription on the envelopes will be rejected.
- E. Persons applying for both the posts i.e., for post code 01 as well as Post code 02 have to submit separate application for each post.

If an applicant applies for both the posts and encloses both applications in the same envelope, the applications will be rejected.

- F. Further, all applications should be submitted along with the proforma for Admit Card (Annex) and self-addressed stamped envelope (size 26" x 11") of Rs. 5/- (stamp). The candidates have to fill the first part of the Admit Card and enclose it in the self-addressed stamped envelope.
- G. The application forms must be neatly and cleanly filled in CAPITAL LETTERS in candidate's own hand writing failing which the application form will be liable to be rejected.
- H. It is mandatory for the candidates to furnish their email address in the appropriate column of the application form.
- I. Unsigned/Incomplete applications, applications filled in vague handwriting or application without supportive documents, without requisite fee, applications received late, applications not in the prescribed format, applications received by fax/e-mail etc. will be summarily rejected. **ICMR-RMRC will not be responsible for late receipt of applications due to postal delay/wrong delivery and no correspondence will be entertained in this regard.**
- J. Application forms of employees working in Central/ State Govt. departments/Public Sector Undertakings etc. must be forwarded through proper channel with "No Objection Certificate" clarifying vigilance clearly stating that in the event of their selection, they will be relieved within one month. Advance copies of application will be considered subject to the receipt of a copy through proper channel.
- K. The applicants applying in response to this advertisement, in their own interest, should satisfy themselves regarding their eligibility criteria as on the last date of receipt of applications i.e. 26.08.2019. In case, at any stage of recruitment or thereafter, it comes to the notice that any candidate who do not fulfill the required qualification or is not eligible otherwise, his/her candidature will be cancelled without assigning any reason or notice thereof irrespective of the marks obtained in the written test/ qualifying the skill test whatsoever it is, and no enquiry/ request/ correspondence will be entertained in this regard.

VI. Other Conditions:-

- A. Crucial date for calculating the maximum age will be the closing date for application.
- B. No TA/DA will be admissible for attending Written test or Shorthand/skill Test



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- C. Date of written test will be communicated to the shortlisted candidates through call letters and no enquiry/request by any other mode in this regard will be entertained. Candidates are advised, in their own interest, to visit ICMR or RMRC websites from time to time till the finalization of recruitment process for the updated status of the recruitment process as all relevant information will be uploaded on the website and ICMR-RMRC, Dibrugarh will not be responsible if the candidates skip any important information regarding recruitment, uploaded on the website referred above.
- D. Any change in the address for communication should be intimated to ICMR-RMRC, Dibrugarh by the candidate immediately.
- E. The decision of the Director ICMR-RMRC, Dibrugarh in all matters relating to eligibility, acceptance or rejection of applications, penalty for false information, mode of selection, conduct of examination(s) and skill, typing test, allotment of examination hall/centre, selection, Increase/ decrease the number of vacancies, rectify any inadvertent error or omission in the advertisement at any stage of the Recruitment Process by notifying it on the ICMR-RMRC website will be final and binding on the candidates and no enquiry/correspondences will be entertained in this regard.
- F. Candidates selected and appointed to the any post shall be liable to serve anywhere in India and/or abroad.
- G. Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement and/or an application in response thereto can be instituted only in Assam and the Courts/Tribunals/Forums at Assam only shall have the sole and exclusive jurisdiction.
- H. Any Canvassing by or on behalf of the candidates or to bring political or other outside influence with regard to selection/recruitment process shall be treated as disqualification and the candidature of such candidates will be summarily rejected.
- I. No enquiry or correspondence will be entertained on the issue related to selection process.

Applicants are advised to regularly visit ICMR and RMRC website for updated information on the selection process. Any corrigendum/addendum/errata in respect of the above advertisement shall be made available only on our websites i.e., www.icmr.nic.in or www.rmrcne.org.in . No further press advertisement will be notified. ICMR-RMRC, Dibrugarh will not be responsible if any candidate skips any important recruitment information due to not visiting the websites.


Administrative Officer
For Director