BOSE INSTITUTE
P-1/12, CIT Scheme VII-M
KOLKATA – 700 054

Advt. No. BI/NON-ACA/13/2014-15

Bose Institute, Kolkata is a Central Autonomous Institute founded by Acharya Jagadish Chandra Bose in 1917. This is one of the premier Scientific Research Institute in India. It is fully funded by the Government of India, Department of Science & Technology, Ministry of Science & Technology, New Delhi.

The Director, Bose Institute, Kolkata invites applications from bonafide Indian Citizens for filling up the following posts on deputation basis initially for a period of 1 year extendable upto 3 years based on satisfactory performance. The post carries DA and other allowances as admissible to a Central Government employee posted in Kolkata.

Assistant Registrar (Group 'A') on deputation	**:: Two (2) Post – UR.**
Pay Band + Grade Pay	**:: PB – 3: Rs. 15600 – 39100/- + GP Rs. 5400/-.**
Age limit	**:: Below 56 years (as on the last date of receipt of application).**
Eligibility Criteria	:: Officers under Central / State Government / Semi Government /PSU/Autonomous Organizations etc. a. holding analogous post on regular basis in the parent cadre /department. b. Officers in the pay scale of Rs. 9300-34800/- (PB-2) with GP 4600/- or equivalent scale with 8 years regular service in the grade/ scale.
Essential Qualifications	:: Degree of a recognized university and about 08 years administrative experience in responsible supervising capacity with adequate experience in establishment and accounts.
Desirable Qualifications	:: Knowledge of Govt. rules and regulations, experience of work in research scientific organization, knowledge of accounting procedure, management techniques and work study method.

How To apply   **::** The eligible and willing candidates may apply through proper channel in the prescribed format with 5 years ACR/APAR duly attested on each page by an officer not below the rank of Under Secretary to the Government of India or equivalent along with other testimonials and certificates duly attested and detailed C.V. to "Deputy Registrar, Bose Institute, Centenary Building, P-1/12 , C.I.T Scheme VII-M, Kolkata - 700054. The applicant may send the application by Post within 30 days from the date of publication in the Employment News. The application should be superscribed with the name of the post applied for. Eligibility criteria including the upper age limit will be reckoned on the last date of submission of application.

The terms and conditions of the deputation will be governed by the Department of Personnel and Training's OM No. 2/29/91-Estt. (Pay II) dated 05.01.1994, as amended from time to time.

NOTE   **:: No Interim queries will be entertained. The Institute Authority reserves the right to reject any/ all applications without assigning any reason whatsoever. Selection need not be confined to applicants only.**

REGISTRAR

**APPLICATION FORM FOR RECRUITMENT TO THE POST OF ASSISTANT REGISTRAR
ON DEPUTATION BASIS IN THEOFFICE OF BOSE INSTITUTE**

1. POST APPLIED FOR :

2. NAME :

3. FATHER'S NAME :

4. DATE OF BIRTH :

5. CASTE: Whether General/ S.C/S.T/OBC :

6. PERMANENT ADDRESS :

7. ADDRESS FOR COMMUNICATION :

8. CONTACT NUMBER :   Mobile:

                                                E-Mail:

9. NAME OF THE OFFICE WORKING UNDER:
    CENTRAL/STATE GOVT./CENTRAL AUTO
    NOMOUS BODIES/PSU ETC.

10. NATURE OF PRESENT EMPLOYMENT :
    AD-HOC/ TEMPORAY / PERMANENT

11. DATE OF SUPPERANNUATION :

12. EDUCATIONAL QUALIFICATION :

Qualification/ Examination passed	University / Board / Institution / Council of Examination	Year of passing	% of Marks	Subject	Details and duration of Experience in month and year in the relevant fields

13. TRAINING:

NAME OF THE COURSE	DURATION	NAME OF THE ORGANISATION	RELATED EXPERIENCE

14. DETAILS OF EMPLOYMENT IN CHRONOLOGICAL ORDER :

OFFICE/INSTT/ ORGN.	POST HELD	FROM	TO	SCALE OF PAY / BASIC PAY	NATURE OF DUTIES

15. IN CASE THE PRESENT EMPLOYMENT :
     IS HELD ON DEPUTATION /CONTRACT
     BASIS PLEASE STATE

16. COPIES OF CRs FOR 5 YEARS DULY :
     ATTESTED , WHETHER ENCLOSED

DATE: SIGNATURE OF THE APPLICANT