

Advt No.NRC(O)/R-6/2015 (Vol-II)/1480

Date: 21/12/15

Employment Notice

The Director, ICAR-NRC for Orchids, Pakyong-737016, Sikkim invites applications from Indian Nationals and ICAR in-service employees for recruitment to the enlisted post under the Institute.

1.	Name of the post	:	Technical Assistant (Computer) (Category -II) [Group-II Lab Technician]
2.	Payband	:	Rs. 5200-20,200 + GP Rs.2800
3.	No. of Vacancy	:	01 (one) Unreserved
4.	Qualification & Eligibility	:	Bachelor degree in Computer Application/ Computer Science from recognized university.
5.	Desirable	:	1) Master's Degree in Computer Science/ Computer Application. 2) Experience of (03) three years in web designing, web site management, database management and networking.
6.	Age	:	18-30 years, on the last date of receipt of application (Those who are already employed in ICAR Institutes has no upper age limit)

**For further details, General instructions, Application fee and format of application for the candidates please see this Institute's website [www.nrcorchids.nic.in](http://www.nrcorchids.nic.in)**

Applications complete in all respects should be submitted to the Director, ICAR-NRC for Orchids, Pakyong- 737106, Sikkim on or before 31<sup>st</sup> January 2016.

*Rumay*  
10/12/15

Assistant Administrative Officer (I/c)

Copy to:

1. Joint Secretary (Employment Cell), Department of Personnel, Adm Reforms & Public Grievances, Gangtok- 737101, with request to nominate 10 candidates fulfilling the requirements **with details**.
2. Station Director, All India Radio, Gangtok with a request to please arrange to get the advertisement announced on any convenient day at least ten days before the closing day for receipt of applications.
3. Scientist In charge (ARIS Cell), NRCO, Pakyong for information and with request to upload the advertisement in the Institute's website.
4. Office of SDM, Pakyong, East Sikkim-737106 with request to display the Advt. in the Notice Board for publicity.

5. Notice Board, ICHR-NRCO

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## GENERAL INSTRUCTIONS FOR THE CANDIDATES

1. The crucial date determining the age limit in each case will be the closing date for receipt of applications.
2. The candidates applying for the post have to pay application fee **Rs.100/- (Rupees One Hundred Only)** only in the form of Demand Draft drawn in favour of Director, ICAR-NRC for Orchids, Pakyong payable at SBI, Pakyong. SC/ST Candidates are exempted from payment of Application fee.
3. Candidates in service of the Central/State Govt./ Undertaking / Autonomous bodies etc should apply through proper channel. Application(s) of only such candidates(s) may be forwarded who can be relieved immediately in the event of their selection. While forwarding the application, it may be certified that no disciplinary or vigilance is pending or being contemplated against the official concerned.
4. No TA/DA for attending the Examination will be paid to candidates. However, unemployed SC/ST candidates are entitled for reimbursement of 2nd Class Rail/Bus fare on production of proof as per rules force.
5. Attested copies of certificate regarding proof of age, education qualification, experience and caste etc. should be submitted along with the application. **Original** certificates and marks sheets **should not be** submitted with the application, but should be brought if and when called for selection process. A recent passport size colour photograph must be pasted on top right corner of application, **duly attested by a Gazetted Officer.**
6. **When called for test, the candidate will have to appear before Selection Committee/ at a place, date(s) to be notified in due course.**
7. This post is non-government under the Indian Council of Agricultural Research, which is an autonomous body and will be governed by New Pension Scheme 2014 introduced by Govt. of India with other service conditions mutatis-mutandis and as amended from time to time.
8. Post is temporary but likely to continue. Candidates must ensure that they fulfil all the eligibility conditions for the post with regard to qualifications and age etc.
9. **No. correspondence will be entertained from any candidates for selection/test/appointment. Canvassing in any form will be treated as disqualification.**
10. Application not accompanied by the prescribed fee or incomplete or defective or unsigned declaration or without certified copies of their certificates i.e. without proof of qualification, age and caste certificate shall be summarily rejected. **No representation or correspondence regarding such rejection shall be entertained under any circumstances.**

NATIONAL RESEARCH CENTRE FOR ORCHIDS,  
(ICAR)  
PAKYONG, SIKKIM

APPLICATION FROMAT

Advt. No. \_\_\_\_\_

Recent Passport  
Size Color  
Photograph, Duly  
attested by  
Gazetted Officer

1. Application for the post of : \_\_\_\_\_
2. Name in full (in Block letters) : \_\_\_\_\_
3. Father's/Husband's Name : \_\_\_\_\_
4. Nationality : \_\_\_\_\_
5. Place & Date of birth : \_\_\_\_\_
6. Age as on closing date of Advt. : \_\_\_\_\_
7. Sex (Male/Female) : \_\_\_\_\_
8. Present Address : \_\_\_\_\_

9. Permanent Address : \_\_\_\_\_

10. Whether belong SC/ST/OBC/PH : \_\_\_\_\_  
(Attested copy of certificate to be attached)

11. Domicile (Name of State) : \_\_\_\_\_

12. (a) Name of Employment Exchange : \_\_\_\_\_  
(b) Regn. No. and valid upto, if any : \_\_\_\_\_

13. Educational/Technical Qualification:-  
(Class X and Onwards)

Sl.No.	Name of Exam	Univ./Board	Year of passing	Grade/Divn. & % of marks in aggregate	Subject passed
1.	Class X				
2.	Class XII				
3.	Graduation				

4.	Post Graduation				
5.	Any Other (Please Mention)				

14. Experience/proficiency (particulars of all previous and present employment):-

Name of Employer ( indicate Autonomous/ Govt./Private)	Designation	Pay Scale/Salary	Period From To	Nature of Duty

15. Details of Application fees:

Name and address of the issuing Bank	Date of Issue	Demand Draft No.	Amount (Rs.)

16. Whether his/her relative is employee in ICAR-NRC for Orchids, (ICAR), Sikkim or any of the ICARS's Institute

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 (If yes, please indicate name of the person(s), designation and relationship with the applicant)  
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17. Any other information the candidate may like to add:-----

18. Declaration:-

I do hereby declare that all the statement made in this application for the post of Technical Assistant (Computer) are true, complete and correct to the best of my knowledge and belief. I understand and agree that in the event of any information being found false or incorrect/incomplete or ineligibility being detected at any time before or after selection, my candidature is liable to be rejected. I shall be bound by the decision of the Director, National Research Centre for Orchids, Pakyong, Sikkim.

Signature of candidate

Place:

Date: