



जैव संसाधन और स्थायी विकास संस्थान, इम्फाल  
**INSTITUTE OF BIORESOURCES & SUSTAINABLE DEVELOPMENT (IBSD)**

**DEPARTMENT OF BIOTECHNOLOGY, GOVERNMENT OF INDIA**

**Takyelpat, Imphal - 795001, Manipur (India)**

**ADVERTISEMENT (No. IBSD/ADV/19)**

**Imphal, the 30<sup>th</sup> September, 2022**

Applications are invited from deserved and suitable candidates for the posts of **01 (One) - Program Officer** and **01 (One) – Technical Assistant** under the project entitled “**Setting up of BioNEST Incubator to develop women bio entrepreneurship through orchid floriculture in Meghalaya**” funded by BIRAC, Department of Biotechnology, Govt. of India, under BIRAC’s BioNEST program, at **IBSD Shillong Node**.

Sl. no.	Name & Number of Post	Nature of duties	Qualifications	Duration	Upper Age Limit	Consolidated Salary (p.m.) in Rs.
1	Program Officer – 01	Program Officer will oversee the development of the program. This includes staff development, project management, implementation and daily management of activities.	Ph.D. Engineering/ Sciences/ Medicine/ Pharma <b>OR</b> PG in Engineering/ Sciences/ Medicine/ Pharma <b>OR</b> Graduate in Engineering/ Sciences/ Medicine/ Pharma, and Post graduates in Science with minimum 3 years of experience in handling S&T based societal projects.	10 months or till the completion of the project whichever is earlier.	35 years	35,000/-
2	Technical Assistant – 01	Technical Assistant will monitor and maintain the program related activity on site and will be helping in solving the localized issues related to implementation of the program.	Graduation in Science with minimum one year of experience.	10 months or till the completion of the project whichever is earlier.	28 years	10,000/-

1. The above positions are purely temporary and co-terminus with the project. Selected candidates shall not claim for regular appointment either in IBSD, Imphal and its branches or DBT, New Delhi.
2. No TA/DA will be paid to attend the interview.
3. The upper age limit is relaxable for reserved categories as per GoI norms.

4. Eligible candidates may send their filled up application along with the following documents to **Senior Administrative Officer, IBSD Shillong Node, 6<sup>th</sup> Mile, Upper Shillong- 793009, East Khasi Hills District, Meghalaya.**
5. Last date of submission of application forms (hard copy- at the above given address & Soft copy- to the below given email id) is 15 days from the date of advertisement.
6. Application may also submit through the provided email address on or before the last date of submission of application. (Email Id.: [shuklajk2000@yahoo.co.in](mailto:shuklajk2000@yahoo.co.in))
7. Interim queries will not be attended.

● **Documents need to be enclosed:**

- Dully filled-in application form which is given in the page no. 3.
- Copies of mark sheets and certificates of all the academic related, age proof, Category (in case of SC/ST/OBC/PWD applicants, relaxable for reserved categories as per GoI norms).
- Experience certificates, if any.
- In-depth biodata/ Curriculum Vitae (CV).

● **Notes:**

- Applicants should provide their current **Mobile No.** and **E-mail ID.**
- Application should be addressed to **Senior Administrative Officer, Institute of Bioresources and Sustainable Development (IBSD)**, and submit at **IBSD Shillong Node, 6<sup>th</sup> Mile, Upper Shillong- 793009, East Khasi Hills District, Meghalaya.**
- **Advertisement No.** and **Title of the project** should be written properly on envelop of the application.

Sd/-  
Sr. Administrative Officer-(i/c)  
IBSD, Imphal

## FORMAT OF APPLICATION

1. Advertisement No:.....
2. Post applied for:.....
3. Name of the applicant (In block letters): .....
4. Father's/Husband's Name: .....
5. Date of Birth (dd/mm/yyyy): .....
6. Age as on the date of application: .....
7. Postal Address: .....

Affix a  
passport  
size  
photograph

8. Pin: ..... E-mail: ..... Mobile No.: .....
9. Permanent Address: ..... Pin:  
.....
10. Nearest Railway Station: .....
11. Nationality: .....
12. Marital Status: .....
13. Whether belong to SC/ST/PH/OBC (If yes attach certificate): .....
14. Educational Qualification:

Exam Passed	Board/University	Division	% age	Year of passing	Subjects

15. Professional training undergone, if any and details thereof :.....
16. Present post (Name of the Employer) :.....
17. (i) Nature of present employment i.e, Adhoc/temporary/quasi or permanent :.....  
(ii) Scale of pay and present pay and other allowance: .....
18. Total experience (Years/Months) : .....
19. Details of research work/experience, if any: .....
20. Publication to your credit (a list of research publications should be enclosed): .....
21. Any other relevant information that you may like to furnish: .....

### DECLARATION

I declare that the above information are true and correct to the best of my knowledge and belief.

Date:.....

Signature of the Applicant