

File No. MoES/28/01/2013-Estt.
GOVERNMENT OF INDIA
MINISTRY OF EARTH SCIENCES
PRITHVI BHAVAN, LODHI ROAD,
NEW DELHI –110003

Ministry of Earth Sciences is looking for filling up the posts of 02 (Two) Junior Assistants (Level I), 04 (Four) Junior Assistants (Level II) and 06 (Six) MTS for engagement on contract basis for a period of 01 (one) year initially, extendable for further years subject to satisfactory performance of work to be reviewed at the end of each year.

Details regarding the posts, qualifications, experience, age limit, consolidated emoluments etc. are available on the website i.e. www.moes.gov.in.

Interested candidates may apply in prescribed format to The Director (Estt.), Room No. 101, Ministry of Earth Sciences, Prithvi Bhawan, Lodhi Road, New Delhi-110003. The last date for receiving of applications will be 14 days from the date of publication of advertisement in newspapers.

(Vivek Mishra)
Director (Estt.)

File No. MoES/28/01/2013-Estt.
GOVERNMENT OF INDIA
MINISTRY OF EARTH SCIENCES
PRITHVI BHAVAN, LODHI ROAD,
NEW DELHI –110003

Ministry of Earth Sciences is looking for eligible candidates including retired officials (for Post at S. No. 1 & 2) to fill up the following posts to work in its “Atmospheric Observations System Network” scheme. The posts are purely on contract basis for the 12th Plan period 2012 - 2017. Selected candidates will be evaluated for their performance on year to year basis. The details of posts to be filled are given below. Interested candidates may apply in prescribed format to The Director (Estt.), Room No. 101, Ministry of Earth Sciences, Prithvi Bhawan, Lodhi Road, New Delhi-110003. The last date for receiving of applications will be 14 days from the date of publication of advertisement in newspapers. Details regarding the posts, qualifications, experience, age limit, consolidated emoluments etc. are available on the website i.e. www.moes.gov.in.

S. No.	Category of Posts	No. of Posts	Qualification and Experience	Job Responsibilities	Consolidated Emoluments per month (Rs.)
1.	Junior Assistant (Level I)	2 (Two)	<u>Eligibility Criteria</u> <u>Essential:</u> Bachelor's Degree from any recognized University or equivalent with due experience	Custodial responsibility of files, file processing, correspondence/ coordination etc.	Rs. 15,000/-
2.	Junior Assistant (Level II)	4 (Four)	<u>Eligibility Criteria</u> <u>Essential:</u> Bachelor's Degree from any recognized University or equivalent	Collection of information, file management, submission of proposals, correspondence, etc.	Rs. 13,500/-
3.	MTS	6 (Six)	<u>Eligibility Criteria</u> <u>Essential:</u> Must have passed Matriculation Examination or equivalent from a recognized board	All duties/ responsibilities as assigned to MTS	Rs. 8,500/-

- Emoluments for Retired Officials: Consolidated monthly emoluments will be paid as indicated above calculated as under:
basic pension + consolidated emolument subject to a maximum of last basic pay drawn; DA admissible on pension.
- Eligibility for Retired Officials: Retired from Central/ State Government/ Universities/ Recognized Research Institutions/ Public Sector Undertakings/ Semi Government, Statutory or Autonomous Organizations:

File No. MoES/28/01/2013-Estt.
GOVERNMENT OF INDIA
MINISTRY OF EARTH SCIENCES
PRITHVI BHAVAN, LODHI ROAD,
NEW DELHI –110003

- (i) With service in Central Government posts at PB-1 (Rs. 5200 - 20200/-) plus Grade Pay Rs. 2800 level or equivalent, for Post at S. No. 1;
- (ii) With service in Central Government posts at PB-1 (Rs. 5200 - 20200/-) plus Grade Pay Rs. 2400 level or equivalent, for Post at S. No. 2;

3. Age Limit: The age limit is upto 32 years for candidates other than retired officials. The retired officials should be below 62 years of age or as permitted by the extant government policy.

File No. MoES/28/01/2013-Estt.
GOVERNMENT OF INDIA
MINISTRY OF EARTH SCIENCES
PRITHVI BHAVAN, LODHI ROAD,
NEW DELHI –110003

General Conditions:

- I. The number of posts to be filled may vary. The Ministry reserves the right to cancel the recruitment without assigning any reason.
- II. The prescribed essential qualifications are minimum. A candidate may be considered for post lower than that applied /appeared for, should his/her qualifications so warrant. Age Limit is as indicated against each post. Age relaxation to SC/ST/OBC candidates is as per Gol norms. Age relaxation may also be considered in the case of exceptionally deserving candidates. Canvassing in any form will result in disqualification of candidature.
- III. No TA/DA will be paid to the candidates if called for attending the interview.
- IV. Selected candidates are liable to serve anywhere in India and outside. Further, selected candidates shall have no claim either implicit or explicit for their absorption or regularization in any institute or against any program of Gol.
- V. -
- VI. Reservation for the candidates belonging to SC/ST/OBC and Physically Handicapped (OH, PH) will be governed as per Government instructions. However being contract posts, if suitable reserved category candidates are not available, the posts will be treated as unreserved.
- VII. How To Apply: Applications should be neatly typed on thick plain paper (A-4 size 210 x 297 mm) in the prescribed format given below and submitted/sent at the indicated address within the allowed time.
 - (a) Copies of certificates in support of educational qualifications, date of birth, disability (OH, PH), community (in case of SC/ST/OBC candidates only) and experience should be attached with the application. Candidates are required to produce the original certificates as and when asked for.
 - (b) Applications received incomplete in any respect are liable to be summarily rejected. No representation against such rejection shall be entertained.
 - (c) If a candidate wishes to apply for more than one post, he/she should submit separate applications, clearly mentioning in the Remarks column in each application about the other application(s) submitted.
 - (d) Venue of Interview: Ministry of Earth Sciences, Prithvi Bhavan, Lodhi Road, New Delhi – 110003.

This advertisement is also available on the website www.moes.gov.in

(Vivek Mishra)
Director (Estt.)

File No. MoES/28/01/2013-Estt.
GOVERNMENT OF INDIA
MINISTRY OF EARTH SCIENCES
PRITHVI BHAVAN, LODHI ROAD,
NEW DELHI –110003

FORMAT OF APPLICATION

Affix passport size photograph

1.	Advertisement No.					
2.	Post for which applied					
3.	Name in full (in block letters)					
4.	Father's/Spouse's name					
5.	(a) Date of Birth	Date	Month	Year		
	(b) Age as on closing date					
6.	Nationality					
7.	Religion					
8.	Category (SC/ST/OBC/PH/General)					
9.	Whether documentary proof from appropriate authority in support of your claim being SC/ST/OBC is enclosed (please tick)	Yes	No			
10.	Address for correspondence (in block letters with pin code)					
11.	Permanent address (in block letters)					
12.	Nearest Railway Station					
13.	Contact mobile number/e-mail id	mobile:				
		e-mail:				
14.	Educational Qualification (in chronological order from 10 th standard onwards)					
	S. No.	Courses Passed	University/Institution/ Board	Year of Passing	Subjects taken	Result with Division/Class
15.	Professional Training					
	Organization	Period		Details of Training		
		From	To			
16.	Employment records (in chronological order starting with the first job)					
	Name and address of employer/institution	Period	Designation of post held and scale of pay	Nature of work and level of responsibilities		

File No. MoES/28/01/2013-Estt.
GOVERNMENT OF INDIA
MINISTRY OF EARTH SCIENCES
PRITHVI BHAVAN, LODHI ROAD,
NEW DELHI –110003

		From	To		
17.	Details of Last Employment Held (i) Permanent/Temporary/Ad-hoc (ii) Scale of Pay and Basic Pay (iii) Other allowances (iv) Total Salary (ii+iii)				
18.	Details of research work/experience, if any				
19.	Specialization with reference to experience desired for the post				
20.	Give names of two references (not related to the candidate) who are in a position to testify from their personal knowledge as to your fitness for the proposed appointment. They must be persons under whom you have worked or studied. (i) Name with full address: (ii) Name with full address:				
21.	Remarks - any other information you may wish to add (list of publications, membership of learned societies, awards and recognition, etc.)				
22.	Details of Enclosures				

23. Declaration

I certify that the above information is correct and complete to the best of my knowledge and belief and nothing has been concealed/distorted. If at any time I am found to have concealed/distorted any material/information, my appointment shall be liable to be summarily terminated without notice/compensation.

Place:

(Name and Signature of Candidate)

Date:

File No. MoES/28/01/2013-Estt.
GOVERNMENT OF INDIA
MINISTRY OF EARTH SCIENCES
PRITHVI BHAVAN, LODHI ROAD,
NEW DELHI –110003