The Institute of Bioresources and Sustainable Development (IBSD) is one of the autonomous institutes under the Department of Biotechnology, Ministry of Science & Technology, Govt. of India, located at Takylpapat Institutional Area in Imphal. The objective of IBSD is to develop and utilize the rich bioresources of the North-Eastern Region of the country through the application of modern tools of biology and biotechnology. The Institute invites the following posts:

**Post No. 1: 1 (One) Scientist–E: Microbial Resources in the Scale of Pay Rs 14,300–18,300**

*Essential qualification:* 1st class M.Sc. in Microbiology or equivalent with at least eleven years experience or Ph.D. in above subject with at least ten years experience in the relevant field.

*Desirable:* Research experience in assessment of microbial diversity/development of microbial inoculants/microbial bio-transformation/fermentation technology.

*Job requirement:* To carry out microbiological Research for conservation and sustainable utilization of microbial biodiversity of NE region.

**Post No. 2: 1 (One) Scientist–C: Bioresources Data Base in the Scale of Pay Rs 10,000–15,200**

*Essential qualification:* 1st class in M.Sc. in Biological Sciences/Biotechnology/Bio-informatics with at least five years research experience or Ph.D. in the above subject with at least four year research experience in bioinformatics/application of computer in biological sciences.

*Desirable:* The research experience in bioinformatics and knowledge of Biotechnology Information System Network (BTISNET).

*Job requirement:* To develop and maintain a computerized data base of the bioresources of NE region and build up expertise/services in bioinformatics of the Institute.

**Post No. 3: 1 (One) Senior Administrative Officer in the Scale of Pay Rs 10,000–15,200**

(1) *For deputation:* Graduate in any discipline Holding analogous post or lower post in the pay scale of Rs 8000–13,500/- with 5 (five) years experience or in the Pay scale of Rs 6500–10,500/- with 8 (eight) years experience in accounts, housekeeping and establishment matters.

(2) *For Direct recruitment:* Graduate preferably with P.G. Diploma in Personal Management, recognized course/training in Secretariat work or passed UPSC examination of Section Officers/Stenographer/Private Secretary/Stores Purchase Officer in the grade of Rs 6500–10,500/- with 8 years experience.

*Desirable:* Knowledge of Computer Applications.

*Job Requirement:* To assist the Director in the administration of the Institute including establishment, personnel, record maintenance, estate duties and any other duties, assigned from time to time.
Post No. 3: 1 (One) Senior Accounts Officer in the scale of Pay of Rs 8000–13,500/-

(1) For Deputation: Candidates holding analogous posts or Graduate with at least 8 years experience in Accounts Department in Central Government/State Government/PSU/Autonomous Body in the next lower pay scale.


(2) For Direct Recruitment: Graduate with SAS/CA/ICWA with at least 5 years experience as Pay and Accounts Officer/Accounts Officer/Head of Finance and Accounts Division in Central/State Govt./PSU/Autonomous Body.


Job Requirement: To assist the Director and the Sr. Administration Officer on all matters relating to Finance and Accounts, Budget, Balance Sheets, Finance Committees or any other duties assigned by the Director from time to time.

General Conditions

1. Applicants should be Indian nationals.
2. The maximum age limit of the candidates for direct recruitment will be as below:
   Scientist-E: 55 years
   Scientist-C/Sr. Administrative Officer: 40 years
   Sr. Accounts Officer: 35 years
   Relaxation of age in respect of special categories/sports persons under the Govt. of India notifications/guidelines will be applicable.
3. Persons with physical disabilities will have age relaxation up to 5 years.
4. Reservation for SC/ST/OBC/PH, if applicable, will be in accordance with the orders issued by the Govt. of India from time to time.
5. The above posts carry usual allowances as admissible to Central Government employees. Higher initial pay may be considered for exceptionally meritorious and deserving candidates.
6. The date for determining the direct recruitment age limit/experience/qualifications shall be the closing date prescribed for receipt of applications.
7. The period of experience in the requisite discipline/area of work wherever prescribed shall be counted with effect from the date of acquiring the prescribed minimum educational qualification for that group/grade.
8. Applications from the candidates working in Government departments, public sector organizations, autonomous institutions and government funded research agencies will be considered only if forwarded through proper channel and with a clear certificate that there is no vigilance case pending/being contemplated against him/her and that the applicant will be relieved within one month of receipt of the appointment order. However, applicants may send an advance copy of the application along with requisite fee (wherever applicable) before the last date of receipt of completed application.
9. Only outstation candidates called for interview will be paid to and fro single second class rail fare/ordinary bus fare from the normal place of their residence or from the actual place of undertaking the journey, whichever is nearer to the place of interview.
10. No hostel/housing facility is available with the Institute at present.
11. These posts can also be filled in the lower grade at the discretion of the Institute in case suitable candidates with requisite qualification and experience are not forthcoming.
12. The Institute will have the right to cancel/modify any of the above posts or the recruitment rules thereof at any time before the process of filling up the posts is completed.
13. The Institute reserves the right to appoint any person for any post, if found suitable, even if he/she has not applied for the post.

Completed applications strictly in the ‘FORMAT OF APPLICATION’ annexed herewith with a passport size photograph fixed at space shown in the format along with attested copies of all mark sheets, caste certificate, experience certificates, etc. together with a non-refundable fee of Rupees fifty only (PH/SC/ST candidates are exempted from payment of application fee) in form of crossed Demand Draft/IPO favouring
the Director, Institute of Bioresources and Sustainable Development should reach the Director, Institute of Bioresources and Sustainable Development, Takyelpat Institutional Area, Imphal 795 001 on or before 20 December 2004.

Applications received after the due date or without the required copies of certificates and application fee or incomplete in any manner will not be entertained.

Canvassing in any form and/or bringing in any influence, political or otherwise, will be liable for disqualification for the post.

Merely fulfilling the minimum prescribed qualifications and experience will not vest any right on a candidate for being called for interviews. Since it may not be possible to call all the candidates for interviews, the applications will be shortlisted for the purpose and the decision of the Institute will be final. The Institute will not entertain any correspondence in this respect and no interim enquiry will be attended to.

Sr. Administrative Officer
IBSD, Imphal

FORMAT OF APPLICATION

1. Post applied for
2. Name of the applicant (in block letters)
3. Father’s/Husband’s Name
4. Date of Birth (DD/MM/YYYY)
5. Age as on: 20–12–2004
6. Postal Address:
   Pin:
   E-mail:
   Telephone:
7. Permanent Address:
   Pin:
8. Nearest Railway Station
9. Nationality
10. Marital Status
11. *Whether belong to SC/ST/PH/OBC (If yes, attach certificate)
12. *Education qualification

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<th>Yr. of passing</th>
<th>Subject</th>
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13. *Professional training undergone if any and details thereof:
14. Present post (Name of the Employer)
15. (i) Nature of present employment i.e. Adhoc or temporary or quasi permanent or permanent.
   (ii) Scale of pay and present pay and other allowance.
16. Total experience (Years/Months)
17. *Details of research work/experience, if any:
18. *Publication to your credit:
19. 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.

Place:

Date:

Signature of the Candidate

*Attested copies of Certificates/testimonials from appropriate authority in support of the claim must be enclosed along with the application.