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The Institute for Plasma Research (IPR) is a premier scientific institute under the Department of Atomic Energy, Govt. of India devoted to research and development activities in the areas of basic Plasma Physics, Magnetic Confinement fusion and Industrial applications of plasmas. IPR is located in Bhat Village and also has extensions of its Laboratories at GIDC, Sector – 25, Gandhinagar and has a Center at Guwahati.

Applications are invited from highly motivated and result oriented candidates for the following temporary posts.

<table>
<thead>
<tr>
<th>Name of the post</th>
<th>No. of Post</th>
<th>Essential Qualification &amp; Experience</th>
</tr>
</thead>
<tbody>
<tr>
<td>Multi-Tasking Staff (MTS)</td>
<td>छह / Six</td>
<td>10वीं पास एवं प्रतिशत संगठन में 2 साल का संबंधित अनुभव। पर्याप्त कंप्यूटर में निपुणता के साथ 40 शब्द प्रति मिनट न्यूटम टाइपिंग गति। स्वतंत्र रूप से अंग्रेजी में निपुण प्रतिचार करने की क्षमता रखने वाले उम्मीदवारों को प्राथमिकता दी जाएगी। एंटर सरकार के नियमों की जानकारी होना अतिरिक्त लाभप्रद होगा। / S.S.C. + 2 years relevant experience in reputed organizations. Proficiency in personal computer with a minimum typing speed of 40 WPM. Preference will be given to candidates who can do independent correspondence work in English independently. Knowledge of Central Govt. rules will be of added advantage.</td>
</tr>
</tbody>
</table>

1. कार्य का विवरण / JOB DESCRIPTION: चयनित उम्मीदवार की मानव संसाधन, समाज प्रशासन, स्थापना अनुभाग, लेखा अनुभाग, क्रय एवं भंडार अनुभाग से संबंधित निपुण कार्य करने होगे। उन उम्मीदवारों को प्राथमिकता दी जाएगी जो अंग्रेजी में स्वतंत्र प्रतिचार का कार्य कर सकते हैं और कंप्यूटर के अंक्षेप जानकारी है। / The selected candidate will be required to do routine duties related to HR, General Administration, Establishment, Accounts sections, Purchase & Stores. Preference will be given to candidates who can do independent correspondence work in English and are conversant with Computers.

2. आयु सीमा / AGE LIMIT: 30 साल। अनुसूचित जाति /नियुक्ति जाति / अन्य पिछड़ा वर्ग/ पूर्व-सैनिक उम्मीदवारों के लिए आयु में छूट। इस संदर्भ में भारत सरकार द्वारा जारी आदेशों के अनुसार स्वीकार है। / 30 Years. Age relaxation is admissible to SC / ST / OBC / Ex-servicemen candidates as per Government of India orders issued on the subject.

3. अवधि / PERIOD: उपरोक्त पद दो साल की अवधि के लिए पूरी तरह से अस्थायी है। / The above post is purely temporary for a period of two years.
4. **पारंपरिक / REMUNERATION**: रेख,000/- प्रति माह (सम्मिलित) / रेख,000/- p.m. (Consolidated)

5. **चयन प्रक्रिया / SELECTION PROCESS**: विज्ञापन के संदर्भ में प्राप्त आवेदनों की जांच की जाएगी और आयु, शैक्षणिक योग्यता, अनुभव, श्रेणी आदि जैसे सभी मानदंडों के आधार पर वैध आवेदनों में से शॉर्टलिस्ट किए गए उम्मीदवारों को लिखित परीक्षा के लिए बुलाया जाएगा। / The applications received in response to the advertisement shall be scrutinized and only candidates shortlisted from valid applicants on the basis of all criteria like age, educational qualifications, experience, category etc. shall be called for written test.

**परीक्षा की योजना / SCHEME OF EXAMINATION:**

परीक्षा दो भागों में होगी। / The examination shall consist of two parts.

**भाग-I / PART-I:**

लिखित परीक्षा सभी शॉर्टलिस्ट किए गये उम्मीदवारों के लिए होगी। / Written Examination shall be applicable to all the shortlisted candidates.

**लिखित परीक्षा / WRITTEN EXAMINATION:**

लिखित परीक्षा के विषय निम्नानुसार होंगे। / The subjects of written examination will be as follows:

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Subjects</th>
<th>विषय</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>General Knowledge</td>
<td>सामान्य ज्ञान</td>
</tr>
<tr>
<td>2.</td>
<td>General Awareness</td>
<td>सामान्य जागरूकता</td>
</tr>
<tr>
<td>3.</td>
<td>Elementary Maths/numerical</td>
<td>प्राथमिक गणित / संख्यात्मक</td>
</tr>
<tr>
<td>4.</td>
<td>Computer &amp; Reasoning</td>
<td>कंप्यूटर और तकनीकी</td>
</tr>
</tbody>
</table>

नीचे दिये गये भाग- II (क) और (ख) की परीक्षा उन उम्मीदवारों पर लागू होगी जो लिखित परीक्षा (भाग-I) में न्यूनतम मानक प्राप्त करते हैं, जिसे संस्थान द्वारा अपने विवेकाधिकार पर तय किया जा सकता है। / Examination mentioned below as PART-II (a) & (b) shall be applicable to those candidates who attain such minimum standards in the written examination (PART-I) as may be fixed by the Institute at its discretion.

**भाग-II / PART-II:**

(क) पत्र लेखन – वर्णनात्मक / (a) Letter Writing – Descriptive
(ख) कंप्यूटर पर टाइप राइटिंग टेस्ट - इसमें एक पने की विय वस्तु 10 मिनट की अवधि में टाइप करने के लिए दी जाएगी। / (b) Typewriting Test on Computer - It shall consist of one paper of 'Running Matter' of 10 minutes duration.

**भाग-II की परीक्षा के आधार पर योग्य उम्मीदवारों का चयन किया जाएगा।** / Based on the Part-II examination, eligible candidates will be selected.
1. Only Indian Nationals need to apply. The numbers of vacancies indicated above are provisional and may be increased / decreased depending on the actual requirement of the organisation. The persons with disabilities can also be selected on their own merit against the unreserved quota.

2. Fulfilling minimum qualification & filing online applications does not entail a call for written test. The authorities reserve all rights, not to call an applicant for written test, without assigning any reason.

3. Candidates employed in Govt. / Quasi Govt. / Public Sector Undertakings should forward their applications through proper channel or bring NOC if called for written test. The Institute reserves the right to reject any application without assigning any reason. Incomplete applications are liable to be summarily rejected. No interim correspondence will be entertained.

4. In addition to consolidated remuneration, Medical facility (For Self only) under its Contributory Health Service Scheme, Free Transport (Subject to availability of seats) and subsidized Canteen facilities are admissible for the above post.

5. Experience should have been obtained after possessing the essential educational qualifications. The eligibility criteria with regard to age, qualification, experience, etc. shall be determined as on 03/10/2018.

6. Sleeper Class / Second Class to and fro Rail/ State Transport bus fare by direct and shortest route will be reimbursed to out-station candidates who qualifies for Part-II examination (Typing and letter writing test) on production of ticket or proof of journey such as Railway / Bus ticket or ticket number.
आवेदन कै से करें / HOW TO APPLY

Interested candidates are requested to apply online by 03/10/2018 till 5.00 pm and send us the hardcopy of the application duly signed on A4 size paper along with the Registration number obtained while filling online application from our web page at http://www.ipr.res.in/advertisements.html with one recent passport size photograph duly affixed on the right hand top corner of the application along with copies of testimonials in support of Age, Qualification and Work Experience, etc. so as to reach The Chief Administrative Officer, Institute for Plasma Research, Bhat, Gandhinagar – 382 428 on or before 10/10/2018 failing which the online application shall not be considered. The envelope should be strictly superscribed with Advt. No. and Post Applied for.

In case of any issue in filing online application, kindly contact – recruitment@ipr.res.in.

Institute strives to have a workforce which reflects gender balance and women candidates are encouraged to apply.