



सीएसआईआर-कोशिकीय एवं आणविक जीवविज्ञान केंद्र, हैदराबाद-500007 तेलंगाणा
CSIR-CENTRE FOR CELLULAR AND MOLECULAR BIOLOGY

Uppal Road, Habsiguda, Hyderabad -500007, Telangana

Website: <https://www.ccmb.res.in>

Notification No.1023

Applications in the prescribed format (as per Annexure-I) are invited from eligible retired employees of CSIR/Central Autonomous bodies/ Central or State Government/ PSUs for engagement in CSIR-CCMB, Uppal Road, Habsiguda, Hyderabad-500007, Telangana and its units situated in Hyderabad on short-term contract as per details given below:-

Details of the Position:

Name of position	Security Officer
No. of position	One
Post Code #	011023-SEC
Post held at the time of retirement	Security Officer Level 10/11
Job specification	The incumbent will be responsible for security, watch and ward, safety, fire fighting arrangements of the laboratory and its pilot plants/buildings, liaison with local police authorities etc. Responsible for proper maintenance of all records relating to movement of men and material, proper deployment of security personnel and any other responsibility as may be assigned by the Head of the Institute from time to time.
Section/Division	CSIR-CCMB

Terms and conditions for the engagement:

1.	Period of engagement	Initially for six months or until the regular incumbent joins the post. The engagement period may be extended at the discretion of the Competent Authority subject to functional need. However, the maximum age upto which a retired employee can be engaged will be 65 years.
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2.	Job location	CSIR-CENTRE FOR CELLULAR AND MOLECULAR BIOLOGY Habsiguda, Hyderabad, Telangana 500007 And its units situated in Hyderabad.
3.	Age Limit	Candidates should not be more than 64 years of age on the last date of receipt of applications.
4.	Remuneration	A fixed monthly amount shall be admissible, arrived at by deducting the basic pensions from the pay drawn at the time of retirement. The amount of remuneration so fixed shall remain unchanged for the term of the contract. There will be no annual increment/percentage increase during the contract period.
5.	Leave	Paid leave of absence may be allowed at the rate of 1.5 days for each completed month of service. Accumulation of leave beyond a calender year may not be allowed.
6.	Working Hours	(a) The Post of Security Officer is an essential service requiring 24/7 security surveillance to take care of men and material of the Institute and CSIR-CCMB has 4 campuses to oversee the security arrangements including safety, firefighting, liasioning with outside officials etc. No extra remuneration shall be paid for extra Hours/Holidays. (b) Security Officer shall mark attendence in Attendance Register mandatorily or on any applicable mode, failing which, it may result in deduction of remuneration.
7.	Terms of engagement	(a) Selected Candidates will be engaged purely on contractual basis initially for a period of six months and will not confer any right for regular appointment in the Department including any allowance such as DA, transport facility, residential accommodation, residential telephone facilities, etc. (b) The engagement of the contractual position can be terminated at any time.
8.	Selection procedure	(a) CSIR-CCMB through a Screening cum Selection Committee will arrange Walk-In interview of the eligible candidates. (b) The decision of the competent authority on selection of candidates will be final and no correspondence on this subject will be entertained.

9.	General Conditions	<p>(a) The selected Candidates will be governed by the Official Secrets Act,1923, as amended from time-to-time and will not disclose to any unauthorized person(s) any information/data that may come to their notice during the period of their engagement in the Department. All such documents will be the property of the CSIR-CCMB.</p> <p>(b) They will not utilize or publish or part with, to a third party, any part of the data or statistics or proceedings on information collected for the purpose of their assignment or during the course of, assignment for the Department without the express written consent of the Department.</p> <p>(c) Attention is drawn to Central Vigilance Commission's circular No. 01/2017 dated 23.1.2017 and circular No. 08.06.2011 dated 24.06.2011 regarding engagement of Consultants. They will be completely accountable for any advice or any service rendered by them during their engagement in this department in view of norms of ethical business and professionalism.</p> <p>(d) They must act, at all times in the interest of CSIR-CCMB and render any advice/service with professional integrity.</p> <p>(e) They will maintain highest standards of integrity, transparency, competitiveness, economy and efficiency while working as Security Officer in the Department.</p> <p>(f) The retired employees so engaged shall in no case represent or give opinion or advice to others in any matter, which is adverse to the interest of the CSIR-CCMB, nor will they indulge in any activity outside the terms of the contractual assignment.</p>
10.	Venue & Date	<p>CSIR-CENTRE FOR CELLULAR AND MOLECULAR BIOLOGY Habsiguda, Hyderabad-500007 Telangana on <u>17/10/2023</u>. Candidates are advised to check CCMB Website regularly for any update on the venue and date.</p>

Instructions for the Candidates:

1. The applicant must be a citizen of India / Ex-serviceman / Retired. Central Government employee
2. Before filling up the application form, candidates are advised to check their eligibility as per the advertisement and also suitability for the scope of work mentioned against post code.
3. The venue, date and time of selection process may change due to administrative reasons. If so, the same will be notified on CCMB website <https://www.ccmb.res.in/>. Candidates are advised to check CCMB Website regularly for updates regarding this.
4. Candidates are required to bring original of all their testimonials, educational qualification certificates at the time of Interview.
5. An offer letter shall be issued to selected candidates clearly indicating the terms and conditions of engagements after approval of the competent authority. No person shall be allowed to join without first submitting an undertaking toward acceptance of the terms and conditions as mentioned in the offer letter.
6. The decision of the Director, CSIR-CCMB, Hyderabad in all matters relating to eligibility, acceptance or rejection of applications, mode of selection and conduct of examination will be final and binding on the candidates.
7. Canvassing in any form and / or bringing any influence political or otherwise will be treated as a disqualification for the post.
8. The Competent Authority has a right to amend, delete and add terms & conditions to this advertisement.
9. Self attested copies of Educational/Technical qualifications, proof of Experience / Employment / Ex-Serviceman etc must be enclosed with the application.
10. Incomplete applications will be summarily rejected.

Sd/-
Controller of Administration