

NATIONAL INSTITUTE FOR INTERDISCIPLINARY SCIENCE AND TECHNOLOGY  
(Council of Scientific & Industrial Research)  
Industrial Estate. P.O, Pappanamcode  
THIRUVANANTHAPURAM-695 019.  
Advt.No.05/2011  
WALK-IN-INTERVIEW

National Institute for Interdisciplinary Science & Technology (NIIST, Thiruvananthapuram) desires to engage 10 Data Entry Operators on purely temporary basis on contract for a period of 6 months under Project entitled "Building Electronic Knowledge Bases Effective Work Places" at NIIST, Trivandrum

Qualification, Experience, Remuneration and Age Limit for engagement of Contractual staff are as under:-

Name/No. of Positions	Essential Qualification	Desirable	Consolidated Amount	Maximum age as on 26.4.2011
Data Entry Operator  10 Nos.	Graduate in Computer Science OR Graduate with 2 years Diploma in Computer Science with knowledge of computer Applications/ Office Automation and Typing skills (40 words per minute)	One year experience in working on Human Resource Management Automation Solutions.	Rs.14,000/- pm	28 years (age relaxation for SC/ST/OBC/Women candidate as per Govt. of India instructions)

The position is purely temporary on Contract basis for a period of 6 months. Contract may be terminated any time by giving one-month notice by either side. The applicants will have no claim implicit or explicit for consideration against any CSIR post.

**Reservation:** As regards reservation, if all things are equal, SC/ST/OBC candidates may be given preference over General candidates so as to ensure their representation.

**Mode of Selection:** In case large number of candidates turn up, the candidates will be shortlisted for interview through a written test and /or Group discussion by a duly constituted Screening Committee. The short listed candidates are required to appear in typing skill test and interview. It may also be noted that selection process/interview may continue on next working day, if required.

Eligible candidates those who meets the above qualification may appear together with duly filled-in downloaded Application Form for Walk-in-Interview on **26.4.2011 between 9.00 AM to 10.00 AM (candidate will not be entertained after 10.00 AM under any circumstance)** along with latest passport size photograph, original and attested copies of all certificates in the proper format issued by the appropriate authority as per the latest instructions issued from time to time on the subject.

The interview will be held on 26.4.2011 at 9.30 AM at NIIST, Pappanamcode, Thiruvananthapuram-695 019.

No TA/DA will be paid to the candidates for appearing in the interview.

Administrative Officer

NATIONAL INSTITUTE FOR INTER DISCIPLINARY SCIENCE & TECHNOLOGY  
THIRUVANTHAPURAM

WALK-IN-INTERVIEW/19/4/2011

AREA: Date Entry Operator

NAME :  
FATHER'S NAME :  
DATE OF BIRTH :  
CATEGORY : GEN/SC/ST/OBS/PH  
CORRESPONDENCE :  
ADDRESS WITH :  
PHONE No &  
E-MAIL ADDRESS :

EDUCATIONAL QUALIFICATION:  
(Starting from 10<sup>th</sup>/Matriculation)

Sl.No	Essential Qualification	Board/University	Year	Class/ Division	% Marks or GPA/Typing Speed
1.	Matriculation				
2	Graduation				
3	Two Years Diploma in Computer Science				
4	Typing Skill				

DESIRABLE QUALIFICATION:

Details of experience in working on

Human Resource Management Automation Solutions:

EMPLOYMENT RECORD(if any)

Institution	Designation	Salary p.m	From	To

If working in CSIR, (Details Thereof)

Name, Designation, Divisions & Lab./Instt. of the relative,

If any, working in CSIR Hqrs or its labs./Instts.

I understand that the contractual appointment is purely temporary and I hereby declare that the statements made in the application are true, complete and correct to the best of my knowledge & belief.

(Signature of Candidate)

Date: .....

Encls:

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