

Advertisement No. Rec.01/2021

Advertisement for Security Officer

Date of commencement of Online Applications	: 03.05.2021 (from 10:00 A.M)
Last Date for Submission of Online Applications	: 03.06.2021 (upto 5:00 P.M)
Last Date for receipt of Hard Copy Applications	: 22.06.2021

CSIR-Central Food Technological Research Institute (CFTRI), Mysuru [A constituent laboratory of Council of Scientific and Industrial Research (CSIR), an Autonomous body under Ministry of Science & Technology and Earth Sciences, Govt. of India] is one of the premier R&D Institutions in the country dedicated to cutting-edge research in the area of Food Science & Technology.

CSIR-CFTRI invites online application from Indian citizens who are bright, highly motivated and enthusiastic to take up the position of Security Officer in this institute:

S. No.	Designation	No. of Post (s) & Reservation	Pay Scale	*Total Emoluments	** Upper Age Limit not exceeding (as on 03.06.2021)
1	SECURITY OFFICER	1 Post [Unreserved]	Level-7 (₹ 44,900- 1,42,400)	₹ 61,823/-	35 Years

*Total Emoluments means approximate total emoluments per month on minimum of scale including House Rent Allowance as admissible in Mysuru HQs.

** Please see details of age relaxations under **General Information and Conditions**.

Eligible and interested candidates are required to apply ONLINE only through our official website <https://www.cftri.res.in> or <https://www.recruitment.cftri.res.in> . No other mode of application will be considered.

In case of any difficulty while submitting online registration/application, please do write email at recruitment@cftri.res.in.

The minimum essential qualification for the above post is as under: -

Post Code: SECO-01: 1 Post [UR] Pay Matrix: Level 7 (Rs.44,900-1,42,400)	SECURITY OFFICER
Essential Qualification (s)	<p>Ex-Servicemen JCO (Subedar or higher rank) OR equivalent rank in other Para-military forces with minimum of 10 years' experience in security. However, number of years of experience shall be 05 years in case of Short Service Commissioned Officers and incumbents holding the position of Assistant Commandant in CRPF/BSF/ITBP etc., carrying the pay scale of Rs. 8,000-13,500 (Pre-revised). In the case of Inspector from Para-Military Forces, the number of years of experience required shall be 10 years.</p>
Job Requirements/ Nature of Job	<p>The Officer will be responsible for: -</p> <ul style="list-style-type: none"> (a) Supervising all the aspects of security measures for safety of the properties of CSIR-CFTRI campus and its units. (b) Responsible for proper maintenance of all records relating to movement of men and material, proper deployment of security personnel in all shifts, handling of visitors, working of security cameras, enforcement of security rules/procedures, etc. The candidate should be able to work round the clock (24x7) as and when required and attend in person to any security related emergency at the Institute. (c) To conduct investigation into the serious cases such as theft, pilferage, accident, sabotage or subversive activities etc. Hence the candidate should be conversant with Security Rules and procedures to deal with local authority of law & order as and when required. Knowledge of local language will be an added advantage. (d) The Officer should be well conversant in firefighting arrangement to combat fire in emergency. (e) Any other duty as may be assigned by the authority from time to time in security related matters.

GENERAL INFORMATION AND CONDITIONS:-

1. Benefits under Council service:

- a. These posts carry usual allowances i.e., Dearness Allowance (DA), House Rent Allowance (HRA), Transport Allowance (TA) etc. as admissible to the central government employees and as made applicable to CSIR. Council employees are also eligible for accommodation of their entitled type as per CSIR Residence allotment rules depending on availability in which case HRA will not be admissible. In case the situation so warrant, the incumbent has to stay in staff quarters.
- b. In addition to the emoluments indicated above, other benefits are also available as per CSIR rules. The selected candidates will be governed by the 'National Pension System' based on defined contributions as adopted by CSIR for its employees. However, persons selected from other Government Departments/Autonomous Bodies/Public Sector Undertakings/Central Universities joined before 01-01-2004 and having Pension Scheme on Govt. of India pattern will continue to be governed by the existing Pension Scheme i.e., CCS (Pension) Rules, 1972, as per rules.
- c. The appointee is liable to be posted in any of the Laboratories / Institutes of CSIR situated in other parts of India as and when need arises.
- d. The said post is isolated category and entitled for Career Advancement on the basis of completing the minimum residency period or as amended from time to time by CSIR.
- e. The Competent Authority has a right to amend, delete and add terms & conditions to this advertisement.

2. Other Conditions:

- a. The applicant must be a citizen of India.
- b. All applicants must possess the essential qualification of the post and fulfill other conditions stipulated in the advertisement. They are advised to satisfy themselves before applying that they possess at least the minimum essential qualifications laid down for post which is compulsory even if a candidate has some other higher qualifications. **Enquiries asking for advice as to eligibility will not be entertained.** The prescribed essential qualifications are the minimum mentioned against the post. Mere possession of the same does not entitle candidates to be called for Physical test and written test. The duly constituted Screening Committee will adopt its own criteria for short-listing the candidates. The candidate should therefore, mention in the application all the qualifications and experience in the relevant area over and above the minimum prescribed qualifications, supported with documents and ensure that all details are in full and accurate.
- c. Online Applications from candidate working in Government Departments, Autonomous bodies, Public Sector Undertakings and Government Funded Research Agencies will be considered only if hard copy of the same is forwarded through proper channel, certified by the employer that the applicant will be relieved within one month of receipt of the appointment orders on immediate absorption basis, if selected. Vigilance clearance should also be recorded in such cases. Application through proper channel must reach us on or before 30/06/2021. However, advance copy of the online application may be sent before the closing date i.e., 03/06/2021 otherwise the online application will be rejected.
- d. The hard copy (print-out) of the application generated after filling online application form should be accompanied by self-attested copies of the relevant educational qualifications, experience, discharge book, caste/community/class etc. Incomplete applications or applications not accompanied with the required self-attested certificates/documents if any, requisite application fee are liable to be rejected.
- e. In respect of equivalent clause in Essential Qualifications, if a candidate is claiming a particular qualification as equivalent qualification as per the requirement of advertisement, then the candidate is required to produce order/letter in this regard, indicating the Authority (with number

and date) under which it has been so treated otherwise the application is liable to be rejected. The decision of the CSIR with regard to equivalence of qualification(s) and about recognition of Universities/Institutes shall be final and binding.

- f. If any document/certificate furnished is in a language other than Hindi or English, a transcript of the same duly attested by a Gazetted Officer or notary is to be submitted.
- g. The decision of the CSIR-CFTRI/CSIR 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. No enquiry or correspondence will be entertained in this connection from any individual or agency on behalf of the candidate.
- h. The selected persons should be ready to serve under the administrative control of the Director, CSIR-CFTRI viz. at the **Headquarters in Mysuru or its Resource Centres located at Lucknow, Hyderabad, Mumbai.**
- i. Canvassing in any form and/or bringing any influence, political or otherwise will be treated as a disqualification for the post.
- j. The Director, CSIR-CFTRI reserves the right to cancel the advertisement without assigning any reason thereof or reserves the right not to fill up the posts, if required. The number of vacancies indicated above may vary i.e., it may increase or decrease at the time of actual selection. This advertisement does not necessarily tantamount to the selections being actually made. The selection process is subject to the CSIR/GoI instructions prevalent at a given point of time during various stages of selection process.
- k. The selected candidate will be on probation for a specified period from the date of taking over charge of the post. The probationary period may be extended or curtailed at the discretion of the Competent Authority. After successful completion of probationary period, they will be considered for confirmation in accordance with the extant rules.
- l. Applicants must disclose as to whether any of their close or blood relatives are employees of CSIR-CFTRI or CSIR or any other laboratory/institute of CSIR in the application form. Close relations would include wife/husband/brother/sister/brother's wife and those who could be termed as blood relations.
- m. Notifications regarding selection, details of screened/short listed candidates to be called for physical test and written exam along with criteria adopted and any updates shall be displayed only on CFTRI official website: <https://www.cftri.res.in> from time to time.
- n. **NO INTERIM ENQUIRY OR CORRESPONDANCE WILL BE ENTERTAINED.** The **Helpdesk** contact mentioned on the website for online application is for resolution of operational issues related to online submission of application form only.
- o. The recruitment for the above post is governed by the "CSIR Isolated Category Rules" as amended from time to time. Hence all other terms and conditions not stipulated herein will be applicable as per the said Recruitment Rules.

3. Age Limit & Relaxations:

- a. The date for determining the upper age limit, qualifications and/or experience shall be the closing date prescribed for submission of online applications i.e., **03rd June, 2021.**
- b. The upper age limit is however, relaxable as per Government orders in force only in those cases where the post is reserved for respective categories, on production of relevant certificate in the prescribed format signed by the specified authority. The SC/ST/OBC candidates who apply against unreserved (UR) post will not be eligible for age relaxation. Relaxation of age in respect of Ex-Serviceman will be as per the orders of Government of India.

4. Mode of Selection:

Designation	Selection Procedure
Security Officer	The candidates as recommended by the Screening Committee will be invited for a physical and personality assessment test which will be qualifying in nature. Those who qualify in the physical and personality assessment test will be invited for a competitive written examination. The final merit list will be prepared on the basis of the performance of the candidate in the competitive written examination.

Syllabus for the post of Security Officer:-

Physical Standards:

Minimum height Requirement	Male	Female
General	167 cms	157 cms
Hilly Area#	165 cms	155 cms
ST category	162.5 cms	154 cms

Minimum Chest size Requirement for Male	Exhaled	Expanded (inhaled)
General	80 cms	85 cms
Hilly Area#	80 cms	85 cms
ST category	77 cms	82 cms

Candidates belonging to hill areas of Garhwal, Kumaon, Himachal Pradesh, Gorkhas, Dogras, Marathas, Kashmir Valley, Leh & Ladakh regions, North Eastern States and Sikkim.

Physical Test Details:

Physical Events	Male	Female
1600 m Running	6 min 30 secs	Not Applicable
Long Jump	3.65 m in 3 chances	2.70 m in 3 chances
Chin-ups	Minimum 06	Not Applicable
Push-ups	Minimum 12	Not Applicable
Sit-ups	Minimum 10	Minimum 10
800 m Running	Not Applicable	4 mins

Syllabus for written test:

- 1) Candidates who qualify the physical test will be allowed to appear for the written test.
- 2) There will be two papers in the written test (Paper-I and Paper-II).
- 3) Paper-I will be OMR Based or Computer Based Objective Type Multiple Choice Test whereas Paper-II will be subjective in Nature.
- 4) The threshold marks for Paper-I shall be 30%. The Second paper will be evaluated only for those candidates who secure the minimum threshold marks in the first paper.
- 5) The Selection Committee will also fix a minimum threshold marks in Paper-II which shall not be less than 35%.
- 6) The final merit list would be prepared based on the performance of the candidates in Paper-II. Only those names would appear in the merit list who have secured more than the minimum threshold marks as fixed by the Selection Committee.
- 7) Medium of Exam – The question papers will be set bilingually (in English and Hindi) and the examination can be taken either in English or Hindi medium.
- 8) Standard of Exam – Graduation level.

Paper-I (Time Allotted- 90 minutes)

Subject	No. of Questions	Total Marks	Negative Marks
Mental Ability and Personality Assessment Test*	100	100	<u>There will be no negative marks in this paper.</u>

* This Test will be so devised so as to include General intelligence, Quantitative Aptitude, Reasoning, Problem Solving, Situational judgment, etc.

Paper-II (Time Allotted- 2 hours)

Subject	Maximum Marks
Comprehension	25
Report Writing	25
Security Regulations, Firefighting etc.	25
General Awareness	25

Note: The screening of the candidates will be done prima facie on the basis of documents and information furnished by the candidates. If at any subsequent date it is found that the candidates do not fulfill the eligibility criteria; their candidature shall be cancelled without assigning any reason whatsoever.

5. How to Apply:

- a) Eligible and interested candidates are required to apply ONLINE only through our official website <https://www.cftri.res.in> or <https://www.recruitment.cftri.res.in> . No other mode of application will be considered.
- b) If the candidate does not have a valid email id, he/she should create a new valid email id before applying online and should be kept active till the completion of recruitment process.
- c) Candidates are advised to go through the instructions for online filling of the application carefully.
- d) **Online Application will be available on CSIR-CFTRI website <https://www.cftri.res.in> opens from 03.05.2021 (10.00 a.m. onwards) and Closes on 03.06.2021 (at 05:00 p.m). It is mandatory to take the print out of the successfully submitted online application form by 05:00 p.m. on 03.06.2021, sign the same and attach the self-attested mandatory documents & photo. The print out of the application along with the relevant documents must reach CSIR-CFTRI on or before 22.06.2021.** Candidates should keep a copy of the application print-out and payment details, if any, for their record. Print-out of Application and payment details will not be available after **05.00 p.m. on the last date of online Application i.e., 03.06.2021.**
- e) A non-refundable application fee of Rs. 100/- (one Hundred) only wherever applicable may be deposited through <https://www.onlinesbi.com/sbicollect/icollecthome.htm?corpID=299364> and printed copy of e-receipt of the same must be enclosed with the application. The candidates belonging to SC/ST/Women/Regular CSIR Employees are exempted from payment of application fee.
- f) Candidate is required to upload his/her recent passport size scanned colour photograph, signature each (max size 50 KB) and also relevant certificates (max size 500 KB each) at the specified places in the online application.
- g) Fee once paid will not be refunded on any account nor can it be held in reserve for any other recruitment or selection process.
- h) Only a single application will be entertained from each candidate. IN CASE A CANDIDATE SUBMITS MULTIPLE ONLINE APPLICATIONS FOR A SINGLE POSTCODE WITH DIFFERENT EMAIL IDS, ONLY THE LATEST COMPLETED APPLICATION WILL BE CONSIDERED.
- i) The print out of the successfully submitted online Application must be duly signed by the candidate and accompanied by One recent Passport size Coloured photograph, self-attested copies of the certificates, mark sheets, testimonials in support of age, educational qualifications, experience, discharge certificate, caste certificate (if applicable), copy of E-Receipt of the Application fee paid (if applicable) should be sent in an envelope superscribed **“APPLICATION FOR THE POST OF “Security Officer” (Post Code: SECO-01)”** ‘Advertisement No. 01/2021’ by speed post/registered post only so as to reach on or before 22.06.2021 to the address given below
**Recruitment Cell (E-I Section),
CSIR-Central Food Technological Research Institute
Cheluvamba Mansion,
Mysuru – 570020,
Karnataka.**
- j) Candidates should specifically note that the applications received after the closing date for any reason whatsoever (such as envelopes wrongly addressed, delivered elsewhere, postal delay etc.) will not be entertained by CSIR-CFTRI.
- k) Incomplete applications (OR) Hardcopy of the application not accompanied by printout of the complete online application form, signatures wherever applicable, photograph and application fee (if applicable), applicable documents with self-attestation, Proof of possession of a valid Ex-servicemen Certificate, Discharge certificate, Experience certificate etc. will not be entertained and will be summarily rejected.

6. Printed Hardcopy of Full Online Application Form duly signed by the candidate along with following documents must be sent by Speed post/ Registered post only:

- a. Proof for remittance of application fee paid through SBI collect (E-receipt/Transaction reference), wherever applicable.
- b. One recent Passport size Coloured photograph (same as uploaded with the online application form) to be pasted on the application form and **signed across in full**.
- c. Self Attested photocopy of Matriculation or equivalent certificate for Age proof.
- d. Self Attested photocopies of educational qualification certificates etc.
- e. Self Attested photocopy of **latest caste certificate**, if applicable in the central government format.
- f. Self Attested photocopies of experience certificates.
- g. Self Attested photocopy of Discharge certificate.
- h. No Objection Certificate (NOC)/Proper channel Application, wherever applicable.
- i. Any other document in support of the claim made in the application, as applicable.

Note: In case of discrepancies between the English version of this Advertisement and its Hindi & Kannada translation, the English version shall prevail.

In case of any difficulty while submitting online registration/application, please do write email at recruitment@cftri.res.in. To avoid last minute rush, candidates are advised to pay the online fee (if applicable) and apply online at the earliest. All further announcements/details pertaining to this process/updates/corrigendum/addendum etc. will be published/provided **only** on CFTRI official website <https://www.cftri.res.in> from time to time.

NO INTERIM ENQUIRY OR CORRESPONDANCE WILL BE ENTERTAINED. The **Helpdesk** contact (0821-2514433) mentioned on the website for online application is for resolution of operational issues related to online submission of application form only.

Sd/-
Controller of Administration
CSIR-Central Food Technological Research Institute
Mysuru