

Indian Statistical Institute
Bangalore Centre

ADVERTISEMENT

No. REC (Regular)-01/ISIBC/2013-14

Applications are invited from Indian nationals for the recruitment of following posts in Indian Statistical Institute at Bangalore Centre.

Name of post	No. of position	No. of vacancy				Vacancy at	Pay Band & Grade pay
		UR	SC	ST	OBC		
Office Assistant 'A' (Reserved for OBC)	2	-	-	-	2	Bangalore Centre	Rs.5200-20200 +GP-Rs.2000

Qualifications & Experience:

Graduate in any discipline with knowledge of typing (30 w.p.m) and computer operation or Higher Secondary (10+2) or equivalent with knowledge of typing (30 w.p.m), computer Operation and 5 years of experience.

Age: Below 38 years including 3 years age relaxation as per central government rule for OBC category as on **02nd December 2013.**

GENERAL INFORMATION FOR APPLICANTS

- i) Candidate employed in Government/Quasi Government/Autonomous body/Public Sector undertaking should **forward his application through proper channel or bring no objection certificate, if called for interview.**
- ii) Attested photocopies of documents in respect of qualifications, experiences and caste certificate (for reserved categories only) of the candidate must be submitted.
- iii) Mere fulfilment of minimum qualification and experience requirements for a post does not entitle the candidate to be called for an interview. The Institute reserves the right to shortlist and restricts the number of candidate's interview to a reasonable limit, on the basis of qualification and experience. The number and / or level of positions / posts may also vary as per the need of the Institute at the time of recruitment.
- iv) A written test may also be conducted before the interview.
- v) No correspondence will be entertained from the candidates for selection/test/Interview/appointment. Canvassing in any form will disqualify a candidate.
- vi) Candidates appointed will be governed by the New Contributory Pension Scheme introduced w.e.f. 01.01.2004. Those who are already in CGS pension scheme 1972 will be governed as per rule.
- vii) Any subsequent amendments/modifications etc. on this matter will be notified in the institute website only.
- viii) Reservation for Persons SC/ST/OBC and Person with Disabilities (PWD) will be as per Govt.rules
- ix) Candidate must be in possession of valid OBC certificate including non – creamy layer status as mentioned therein as on the last date of submission of the application i.e. 02nd December 2013. The certificate must issued by a competent authority in the prescribed format as applicable in applying for appointment to the posts under the Government of India, failing which the application for the post will be **rejected** righteously. **Candidate may refer to the prescribed format by log on to institute's website www.isibang.ac.in.**
- x) The Institute reserves the right to fill or not to fill the posts mentioned above without assigning any reason.

- xi) TA will be paid for attending the interview only as per rules in force.
- xii) APPLICATION RECEIVED AFTER THE CLOSING DATE WILL NOT BE ENTERTAINED.
- xiii) The appointment will be governed by the standard terms and conditions as per the Institute rules applicable from time to time.
- xiv) An application submitted in a format other than the specified one and/or without the required documents/testimonials shall be liable for rejection.
- xv) If any information furnished by the candidates is found false at any stage his/her appointment will be cancelled.

Interested candidates are requested to send their duly completed applications to **the Deputy Chief Executive (Admin), Indian Statistical Institute, Bangalore Centre, 8th Mile, Mysore road, RV College Post, Bangalore 560059** latest by **02nd December 2013 (Monday)** superscribing the name of the post on top of the envelope. The Institute will NOT be responsible under any circumstances for any sort of postal delivery/delay.