



United Nations
Educational, Scientific and
Cultural Organization

REGIONAL CENTRE FOR BIOTECHNOLOGY

an institution of education, training and research

Established by the Dept. of Biotechnology, Govt. of India
Under the Auspices of UNESCO
180 Udyog Vihar Phase 1, Gurgaon - 122016, India

Recruitment of Consultants for Scientific, Technical & Engineering

Regional Centre for Biotechnology (RCB) is an autonomous academic institution established by the Department of Biotechnology, Govt. of India with regional and global partnerships synergizing with the programmes of UNESCO as a Category II Centre. The primary focus of RCB is to provide world class education, training and conduct innovative research at the interface of multiple disciplines to create high quality human resource in disciplinary and interdisciplinary areas of biotechnology in a globally competitive research milieu. RCB provides a platform for interdisciplinary research & education at the biotech interface of engineering & medicine, chemistry & physics, agriculture & climate science to empower human resources to drive biotech science and provide a common platform for innovation, enterprise, and industrial development to germinate. The Centre would be beneficial to India as well as other Member States of UNESCO in this region towards developing knowledge-rich, highly skilled human resource, harmonizing policies & procedures in biotechnology and indirectly promoting trade.

RCB is presently located in Udyog Vihar Phase I, Gurgaon (NCR) neighbouring the South Delhi area which has adequate housing, transportation and schooling facilities. The permanent campus of the Centre is nearly ready in a unique NCR Biotech Science Cluster (BSC) set-up by the Department of Biotechnology (DBT), Government of India in the NCR at Faridabad (Haryana). The Centre invites applications from suitably qualified, dynamic, result-oriented and dedicated candidates for the following positions for RCB on contractual basis with consolidated emoluments shown against each. Persons who have retired in the last five years or shortly retiring from services are also eligible to apply.

Sl. No	Name of the position / emoluments	Qualifications and Experience	Job Description
1.	Consultant (Scientific) (01 Position) Consolidated emoluments Rs. 70,000/- pm	Essential: Ph D in any branch of Life Science having minimum 20 years of working experience in management of large /small size Animal Facility dealing with various small laboratory animals and experience in designing conventional barrier and BSL types of state-of-art animal facilities to house conventional and infectious animals and having thorough knowledge of breeding and maintenance of inbred, transgenic and knock out strains of mice, basic mouse genetics & experience in genetic monitoring of various mice strains to assure production of quality animals. Desirable: Working knowledge in government / private scientific institutions and hospitals with strong command on English language and demonstrable ability for science writing/reporting.	To interact with scientific and technical staff. Proficiency in liaison work, negotiations, and ability to coordinate with various funding / regulatory agencies Demonstrable knowledge of International Treaty and Patent laws such that discoveries made using animal models of diseases can be critically evaluated for IPR creation, IPR protection and IPR exploitation.
2.	Consultant (Civil) (01 Position) Consolidated emoluments Rs. 50,000/- pm	Essential: Graduate in Civil Engineering or Graduate in Science with Post graduate/graduate diploma in Civil Engineering with consistently good academic record minimum 15 years experience in handling construction / management activities of building complexes / projects will be a definite requirement. Should have adequate knowledge of the various statutory clearances and demonstrated ability to ensure compliance of statutory procedures. Knowledge of resource planning, stores and inventory management will be an added advantage. Desirable: Working knowledge in government / reputed Public Sector Undertaking (PSU) / autonomous organisation	On site supervision and reporting on the construction activities to the Executive Director or designated officer of RCB. Regular and close scheduling and monitoring of project work and progress parameters like adherence to time lines, frequent follow-ups & reviews at short intervals of progress of work. Preparation and submission of write-ups, reports and presentations of the ongoing construction & maintenance works. Presentations on project monitoring matters.

3.	Consultant/Systems Administrator (IT/Communications) (01 Position) Consolidated emoluments Rs. 50,000/- pm	Essential: Masters Degree in computer applications/ Bachelors degree in Engineering with Computer Science / DOEACC/BØ level or equivalent from a recognized university with a minimum of 10 years experience in the relevant discipline and handling all IT issues in a medium to large organisation. Should be able to coordinate with senior officers/researchers to comprehend and execute their IT requirements. Desirable: Working knowledge of Modern Management practices, computer application & Management Information systems in government / reputed Public Sector Undertaking (PSU) / autonomous organisation	Responsible for the upkeep, configuration, and reliable operation of computer systems, especially multi user computers such as servers. To ensure that the uptime performance, resources and security of computers manages meet the needs of the users, without exceeding the budget. Needs to install or upgrade computer components and software, automate routine tasks, write computer programs, troubleshoot, train and or supervise staff and provide technical support.
4.	Junior Consultant (Electrical/Civil) (01 Position) Consolidated emoluments Rs. 35,000/- pm	Essential: Diploma in Civil/Electrical Engineering from reputed University or recognized Institute with exposure to on-field activities related to management in civil construction, initial electrical wiring & installations and should be proficient in computers, having minimum 7 years experience of in field work under demanding conditions. Experience of hands on co-ordination with contractors and other agencies as and when required. Desirable: Working knowledge in government / reputed Public Sector Undertaking (PSU) / autonomous organisation	Monitoring, evaluating and implementation of the progress of works under instructions from Project Engineer and other responsibilities ancillary to progress of work at site. Assisting in the day to day file / liaison / expediting work involved in obtaining clearances/permissions from Statutory Government Bodies. Assist in preparation of reports for monitoring of project work and progress parameters like adherence to time lines, frequent follow-ups & reviews at short intervals of progress of work; Drafting agendas write-ups, reports and presentations of the ongoing construction works Ability to draw up / examine estimates for work (Civil / Electrical).

Interested candidates should submit their applications duly completed, to the Senior Manager (A&F), Regional Centre for Biotechnology, 180, Udyog Vihar, Phase-I, Gurgaon (Haryana) -122016 in the prescribed format which can be downloaded from the website, along with attested copies of certificates of academic, professional & technical qualifications, passport size photograph, present position and past experience, **latest by 23rd December 2013**. Incomplete applications or applications received after the closing date will not be entertained.

GENERAL TERMS AND CONDITIONS

1. Appointment will be made on a contract for a period of 1 year at a time with a possibility of further extension as per satisfactory performance and requirement of the Centre.
2. The age should not be more than 65 years as on the closing date of receipt applications
3. All educational, professional and technical qualifications should be from a recognized Board / University.
4. Persons working in Govt. or Public Sector Undertaking should apply through proper channel or produce No-Objection Certificate at the time of interview.
5. Canvassing in any form will be a disqualification.
6. The age limit, qualifications, experience and other requirements are relaxable at the discretion of the Controlling Authority, in case of candidates otherwise well qualified.
7. Higher starting can be considered in deserving cases subject to the recommendations of the selection committee.
8. Positions will be initially based in the RCB's interim office 180, Udyog Vihar, Phase-I, Gurgaon and will be shifted to its permanent campus in Faridabad when ready.
9. Mere fulfilment of the minimum prescribed qualification and experience will not vest any right on a candidate for being called for interview. Only the candidates short listed by a duly constituted Screening Committee will be called for interview. In case a large number of applications are received for each post, the Screening Committee may limit the number of candidates to those possessing higher qualification. The decision of the Centre in this regard will be final. No interim inquiries in this regard will be entertained.
10. Terms and conditions of appointment and application format can be downloaded from the website **www.rcb.res.in** or **www.rcb.ac.in**

REGIONAL CENTRE FOR BIOTECHNOLOGY
an institution of education training & research
(established by the Department of Biotechnology, Govt. of India under the auspices of UNESCO)

APPLICATION FORMAT

Please affix
Recent
Photograph

1. Name of the position applied for :
2. Full Name (in block letters) :
3. Parentø / Husbandø Name :
4. Date of Birth & Age as on **1.1.2014** :
5. Permanent Address :
6. Correspondence Address :
7. E-mail / Telephone / Mobile :
8. Details of Academic, Professional & Technical Qualifications :
(Separate sheets may be enclosed as Annexure for details)
9. Details of Past Experience & Present Employment :
(Separate sheet may be enclosed as Annexure for details)

DECLARATION

I í í í í í í í í í í í í í í í .í .hereby declare that the information furnished above is true, complete and correct to the best of my knowledge and belief. I understand that in the event of my information being found false or incorrect at any stage, my candidature / appointment shall be liable to cancellation / termination without notice or any compensation in lieu thereof.

(only for Candidates serving in Government / PSUs / Autonomous institutions)

Ií í í í í í í í í í í í í í í .. hereby declare that I have informed my parent organisation regarding my application and the copy of this application will be forwarded by my parent organisation in due course of time and/or I will produce a NOC from my parent office, if my candidature is considered for being called for interview.

Place:

Signature of the Candidate

Date :