



**CSIR- CENTRE FOR CELLULAR AND MOLECULAR BIOLOGY**  
(Council of Scientific and Industrial Research)  
Uppal Road, Habsiguda, Hyderabad - 500 007, Telangana.  
Website: <https://www.ccmb.res.in>



### Advertisement No. 02/2026

**“CSIR strives to have a workforce which reflects gender balance and women candidates are encouraged to apply”**

|                                                                                             |                                |
|---------------------------------------------------------------------------------------------|--------------------------------|
| Starting Date for Submission of Online Application including payment of application fee     | 27.01.2026<br>(from 11:00 AM)  |
| Last Date for Receipt/Submission of Online Application including payment of application fee | 23.02.2026<br>(up to 11:59 PM) |
| Last Date for receipt of hardcopy of applications                                           | 02.03.2026<br>(up to 06:00 PM) |

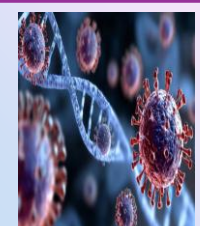
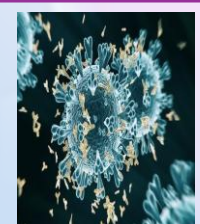
CSIR-Centre for Cellular and Molecular Biology, Hyderabad (CSIR-CCMB) is a premier Research Institute under the aegis of Council of Scientific & Industrial Research (CSIR), an autonomous body under the Ministry of Science & Technology, Government of India. It is a leading research organization in frontier areas of modern biology and involved in conducting high quality basic research and training in multidisciplinary areas of modern biology and to seeking potential applications of the work.

Applications are invited from enthusiastic, young, dynamic and talented professionals having excellent academic record and proven professional skills & achievements and zeal for innovative technical support in Research & Development activities for the following posts of Technical Staff:

| Name of the Post    | No. of Posts | Pay Matrix Level | Total Emoluments* (approx.) | Upper Age Limit** (As on last date of receipt of online applications) |
|---------------------|--------------|------------------|-----------------------------|-----------------------------------------------------------------------|
| Technical Assistant | 25 - Posts   | Level-06         | Rs.72,240/-                 | 28 years                                                              |
| Technical Officer   | 05 - Posts   | Level-07         | Rs.90,100/-                 | 30 years                                                              |

\*Total approximate emoluments on minimum of scale including admissible allowances.

\*\* Age relaxation wherever applicable shall be granted as per CSIR/GoI guidelines



| Name of the Post & Post Code | No. of Posts & Reservation status                                   | Essential Qualification(s) and Experience                                                                                                                                                                                                                                                                                                                                                                                         | Job Specification(s)                                                                                                                                                                              |
|------------------------------|---------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Technical Assistant & TA-01  | 11 posts<br>[06-UR, 01-EWS PwBD(HH), 01-OBC, 02-SC(Backlog), 01-ST] | B.Sc. [ <b>Molecular Biology/ Bio-Chemistry/ Microbiology/ Biotechnology/ Bioinformatics/Biomedical sciences</b> ], with minimum 60% marks and <b>01 year experience</b> in relevant discipline from a recognized Institute/ Organization.                                                                                                                                                                                        | The candidate is required to work in an Institutional scientific facility or laboratory as designated by the in-charge, or perform any other tasks specified by the Competent Authority.          |
| Technical Assistant & TA-02  | 07 posts<br>[03-UR, 02-EWS, 01-OBC, 01-SC]                          | B.Sc. in <b>Hospitality &amp; Hotel Administration</b> , with minimum 60% marks and <b>01 year experience</b> in relevant discipline from a recognized Institute/ Organization.                                                                                                                                                                                                                                                   | The candidate is required to manage the Institutional facilities as designated by the in-charge or perform any other tasks specified by the Competent Authority.                                  |
| Technical Assistant & TA-03  | 01 post<br>[01-UR]                                                  | B.Sc. [ <b>Molecular Biology/ Bio-Chemistry/ Microbiology/ Biotechnology/ Bioinformatics/Biomedical sciences</b> ], with minimum 60% marks and <b>01 year experience in Intellectual Property Rights</b> from a recognized Institute/ Organization.                                                                                                                                                                               | The candidate is required to work in the team involved in Business and Skill Development activities or carry out tasks assigned by the Competent Authority.                                       |
| Technical Assistant & TA-04  | 04 posts<br>[02-UR, 02-OBC (Backlog)]                               | Diploma in <b>Electronics Engineering / Technology</b> of at least 03 years full time duration, with minimum 60% marks and <b>experience of 02 years</b> in the relevant area/field.<br>OR<br>Diploma in <b>Electronics Engineering / Technology</b> of at least 02 years full time duration in case of lateral admission in diploma course, with minimum 60% marks and <b>experience of 02 years</b> in the relevant area/field. | The candidate is required to work in the team which is responsible for managing the Institute's instruments and Information Technology or to carry out tasks assigned by the Competent Authority. |
| Technical Assistant & TA-05  | 02 posts<br>[02-UR]                                                 | Diploma in <b>Computer Science &amp; Engineering / Technology</b> of at least 03 years full time duration,                                                                                                                                                                                                                                                                                                                        | The candidate is required to work in the team which is responsible for managing the Institute's instruments and                                                                                   |

|                           |                    |                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                             |
|---------------------------|--------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                           |                    | <p>with minimum 60% marks and <b>experience of 02 years</b> in the relevant area/field.</p> <p>OR</p> <p>Diploma in <b>Computer Science &amp; Engineering / Technology</b> of at least 02 years full time duration in case of lateral admission in diploma course, with minimum 60% marks and <b>experience of 02 years</b> in the relevant area/field.</p> | Information Technology or to carry out tasks assigned by the Competent Authority.                                                                                                           |
| Technical Officer & TO-01 | 01 post<br>[01-UR] | M.Sc. [ <b>BioTechnology/ Zoology/Life Sciences</b> ], with minimum 55% marks (equivalent CGPA)                                                                                                                                                                                                                                                             | The candidate is required to manage Institutional Transgenic Knockout Facility related activities as assigned by the in-charge or carry out any tasks specified by the Competent Authority. |
| Technical Officer & TO-02 | 01 post<br>[01-UR] | M.Sc. [ <b>BioTechnology/ Zoology/Life Sciences</b> ], with minimum 55% marks (equivalent CGPA)                                                                                                                                                                                                                                                             | The candidate is required to manage Institutional Animal House related activities as assigned by the in-charge or carry out any tasks specified by the Competent Authority.                 |
| Technical Officer & TO-03 | 01 post<br>[01-SC] | <p>M.Sc. [ <b>Bioinformatics</b>], with minimum 55% marks (equivalent CGPA)</p> <p>OR</p> <p>B.E. / B.Tech [ <b>Bioinformatics/ Computer Science Engineering/ Electronics and Communication Engineering</b>], with minimum 55% marks (equivalent CGPA)</p>                                                                                                  | The candidate is required to manage Institutional Bioinformatics related activities as assigned by the in-charge or carry out any tasks specified by the Competent Authority.               |
| Technical Officer & TO-04 | 01 post<br>[01-UR] | M.Sc. [ <b>Agriculture/ Biotechnology / Botany</b> ], with minimum 55% marks (equivalent CGPA)                                                                                                                                                                                                                                                              | The candidate is required to manage Institutional Plant Research-related activities as assigned by the in-charge or carry out any tasks specified by the Competent Authority.               |
| Technical Officer & TO-05 | 01 post<br>[01-UR] | M.Sc. in <b>Hospitality Administration</b> , with minimum 55% marks (equivalent CGPA)                                                                                                                                                                                                                                                                       | The candidate is required to manage Institutional Facilities as assigned by the in-charge or carry out any tasks specified by the Competent Authority.                                      |

**Abbreviations used:** UR-Unreserved, OBC (NCL)-Other Backward Classes (Non Creamy Layer), SC - Scheduled Caste, ST – Scheduled Tribe, EWS- Economically Weaker Section, PwBD-Persons with Benchmark Disability, HH-Hard of Hearing.

**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 employees at the place of posting. Council employees are also eligible for accommodation of the entitled type as per CSIR Resident Allotment Rules subject to the availability in which case HRA will not be admissible.
- b. In addition to the emoluments indicated against each category of post, benefits such as reimbursement of Medical Expenses, Leave Travel Concession, Children's Education Allowances, Personal Computer Advance, and House Building Advance are available as per CSIR/Govt. of India (GoI) Rules as applicable to the Council Employees.
- c. All new entrants will be governed by the **"National Pension System"** or the Extant 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 & 2021, as per rules.
- d. CSIR provides excellent opportunities to deserving candidates for career advancement under Revised Merit and Normal Assessment scheme for Technical Staff.
- e. In regard to all the matters concerning service conditions of employees of the Society, Central Civil Services (Conduct) Rules, 1964 and Central Civil Services (Classification, Control and Appeal) Rules, 1965, the Fundamental and Supplementary Rules framed by the Govt. of India and such other rules and orders issued by the Govt. of India from time to time shall apply to the extent applicable to the employees of the Council.

**2. Other Conditions:**

- a. The applicant must be a citizen of India.
- b. All applicants must fulfill the essential requirements of the post and other conditions stipulated in the advertisement as on the last date of receipt of online applications. They are advised to satisfy themselves before applying that they possess the essential qualification(s)/experience laid down for various post(s) as on the last date of receipt of online applications. No enquiry asking for advice as to eligibility will be entertained.
- c. The prescribed essential qualification(s)/experience are the minimum and the mere possession of the same does not entitle candidates to be called for Trade Test/Competitive Written Examination. The duly constituted Screening Committee will adopt its own criteria for short-listing the candidates. Therefore, the candidate should mention in the application form all the qualifications and experiences in the relevant area, over and above the minimum prescribed qualification, supported by documents. Completion of degree will be reckoned from the date of issue of Provisional Certificate/Notification of Result/Awarded Date, as the case may be.
- d. The prescribed qualifications should have been obtained through recognized Universities/Institutions.

- e. Incomplete applications, applications received after the closing date, or applications not accompanied by the required certificates/documents, applications without fee payment will be summarily rejected.
- f. The screening and selection of candidates will be conducted based on the documents and information provided in the application form only. If, at any stage, it is discovered that a candidate does not meet the prescribed eligibility criteria or has submitted incorrect or false information, in the application form; his/her candidature will be cancelled, even after selection. CSIR/ CSIR-CCMB will not be responsible for any consequences arising from the submission of such false/inaccurate information. Therefore, the candidates must ensure that all information provided in the application is correct and accurate.
- g. In respect of **equivalent clause in Essential Qualification(s)**, if a candidate is claiming a particular qualification as equivalent qualification to that prescribed in the advertisement, then **the candidate is required to submit order/letter in this regard, indicating the authority (with number and date) under which it has been so treated, along with hard copy of application form. Otherwise, the application is liable to be rejected.** The decision of the Competent Authority, CSIR-CCMB with regard to equivalence of qualification(s) and recognition of Universities/Institutes shall be final and binding.
- h. The period of experience rendered by a candidate on a part time basis, daily wages, visiting/guest faculty will not be counted while calculating the valid experience for shortlisting candidates for Trade Test/Competitive Written Examination.
- i. 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.
- j. The period of experience in a relevant discipline/area of work, wherever prescribed, shall be counted after the date of acquiring the minimum prescribed educational qualifications prescribed for that particular level/Grade.
- k. Persons with Benchmark Disabilities (PwBD/Divyangjan) fulfilling the eligibility conditions prescribed under GOI instructions are encouraged to apply. Relaxation in the age limit shall be applicable irrespective of the fact whether the post is reserved for them or not, provided the post is identified as suitable for the relevant category of disability.
- l. Any discrepancy found between the information given in application and as evident in original documents will make the candidate ineligible to appear in Trade Test/Competitive Written Examination.
- m. The decision of the **Director, CSIR-CCMB, Hyderabad/CSIR** in all matters relating to eligibility, acceptance or rejection of applications, mode of selection and conduct of Trade Test/Competitive Written Examination will be final and binding on the candidates.
- n. **Canvassing in any form and/or bringing any influence, political or otherwise, will be treated as a disqualification for the post.**
- o. Any dispute arising out of or in connection with this advertisement shall be subject to the jurisdiction of the courts located at Hyderabad only.
- p. The Competent Authority reserves the right to amend, delete or add terms & conditions to this advertisement without assigning any reason, if necessary.
- q. The Competent Authority reserves the right to debar any candidate for any malpractice, including for a fraudulent claim of any kind of benefit/relaxation/concession and misconduct.

- r. SC/ST/OBC (NCL)/EWS/PwBD candidates are required to produce the relevant latest certificate in the prescribed format of Government of India (GoI), duly signed by the specified authority at the time of document verification for the posts reserved for the respective category.
- s. Candidates must submit requisite educational qualification certificates/caste/category certificate/experience certificate, if any, in the online application form. Otherwise their candidature will be rejected.
- t. All candidates who are shortlisted for Trade Test/Competitive Written Examination will be required to produce the relevant Certificates such as Mark sheets, Educational Qualification Certificates, Experience Certificates etc. as proof of having acquired the minimum educational qualification on or before the stipulated date, when such certificates are sought by the Competent Authority at the time Trade Test/Competitive Written Examination /Document Verification, failing which the candidature of such candidates will be cancelled by this Institute.
- u. The Institute shall verify the antecedents or documents submitted by an applicant at any time, or during the tenure of the appointment. In case, it is detected that the documents submitted by the applicants are fake or the applicant has doubtful/unacceptable antecedents/background and had suppressed any information, then the individual's services shall be liable to be terminated forthwith and in addition, legal action may be initiated against such applicants/employees as per law. The appointment orders issued by the Institute to the finally selected applicants, shall be provisional until the clearance of character and antecedents are received by the Institute.
- v. Candidates who wish to be considered against reserved vacancies or seek age relaxation must submit the requisite certificate from the Competent Authority in the prescribed format when such certificates are sought by this institute at the time of Document Verification. Otherwise, their claim for reservation or age relaxation will not be entertained, and their candidature/application will be considered under Unreserved (UR) category.
- w. Candidates may also note that in respect of the above, their candidature will remain provisional till the veracity of the concerned document is verified by the Appointing Authority.
- x. Notifications about any further updates, notices, addendum or corrigendum related to this advertisement will be posted solely on the CSIR-CCMB official website. No individual notifications will be sent to candidates. Therefore, candidates are advised to check the CSIR-CCMB official website regularly.
- y. The selected candidates will be on probation for a specific 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 the probationary period, they will be considered for confirmation in accordance with the extant rules.
- z. Candidates should indicate as to whether any of their close/blood relatives [including the wife/husband, son/daughter, parents, brothers/sisters or any person related to any of them by blood or marriage, whether they are dependent on the Government servant or not] is working/pensioner in CSIR – CCMB or any other National Labs/ Institutes/ Units of the CSIR.

- aa. Applicants currently working in CSIR/Government Organizations/Autonomous Bodies/Statutory Bodies/Universities/PSUs/State Govt. etc., as regular employee must inform their department or office and submit a “No Objection Certificate” (NOC) along with Vigilance Clearance from their employer at the time of submitting the hard copy of application (as per attached format) (Annexure-I), failing which their candidature will NOT be considered.
- bb. Offer of Appointments/Appointment letters/Appreciation letter/Pay slips/transfer or promotion orders/Joining order/Extension order/unsigned experience certificate/ self-employment experience certificate / PPO shall not be considered as valid proof of experience.
- cc. The experience certificate(s) shall clearly mention the starting date, ending date of employment, duration of employment (date, month & year) indicating the pay scale with basic pay and/or consolidated pay for the complete period served in that designation/rank/post. Experience Certificate must contain all details of all posts/designations/rank held (including present position), at each pay level duly certified by the Authorized Official as per sample format provided in **Annexure-IX**.
- dd. The experience certificate(s) should clearly mention the nature of duties performed/experience obtained in the post(s) with duration(s).
- ee. The recruitment for the above posts is governed by the “CSIR Service Rules, 1994 for Recruitment of Scientific, Technical and Support Staff” as amended from time to time. Hence all other terms and conditions not stipulated herein will be applicable as per the said Recruitment Rules.
- ff. The syllabus for the Trade Test and Concerned Subject (Paper-III) will be published at appropriate time, wherever applicable.
- gg. **NO INTERIM ENQUIRY OR CORRESPONDANCE WILL BE ENTERTAINED**

### 3. Age & other Relaxations:

**The upper age limit as on last date of submission of online application:**

|                     |                            |
|---------------------|----------------------------|
| Technical Assistant | 28 years 00 months 00 days |
| Technical Officer   | 30 years 00 months 00 days |

| SL. NO. | CATEGORY                     | APPLICABLE FOR THE POST OF              | AGE-RELAXATION PERMISSIBLE BEYOND THE UPPER AGE LIMIT                                                          |
|---------|------------------------------|-----------------------------------------|----------------------------------------------------------------------------------------------------------------|
| 01      | SC/ ST                       | Technical Assistant & Technical Officer | 05 years                                                                                                       |
| 02      | OBC (Non-Creamy layer)       | Technical Assistant & Technical Officer | 03 years                                                                                                       |
| 03      | PwBD (UR/EWS)                | Technical Assistant & Technical Officer | 10 years                                                                                                       |
| 04      | PwBD (OBC)                   | Technical Assistant & Technical Officer | 13 years                                                                                                       |
| 05      | PwBD (SC/ ST)                | Technical Assistant & Technical Officer | 15 years                                                                                                       |
| 06      | Ex-Servicemen (ESM) – UR/EWS | Technical Assistant & Technical Officer | 03 years after deduction of the actual military service rendered from the actual age as on the closing date of |

|    |                                                                                                                                                                                                                                                                                        |                                         |                                                                                                                                                                                                                |
|----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|    |                                                                                                                                                                                                                                                                                        |                                         | receipt of the online application.                                                                                                                                                                             |
| 07 | Ex-Servicemen (ESM) – OBC/SC/ST                                                                                                                                                                                                                                                        | Technical Assistant & Technical Officer | 06 years in case of OBC candidates; 08 years in case of SC/ST after deduction of the actual military service rendered from the actual age as on the closing date, as per GoI orders amended from time to time. |
| 08 | CSIR Regular Employees / Government Departments / Autonomous Bodies / Public Sector Undertaking Employees who have rendered not less than 03 years of continuous service and are working in posts in the same line or allied cadre as on closing date of receipt of online application | Technical Assistant & Technical Officer | 05 years; provided they possess the prescribed essential qualification(s) as per point 3(b). In addition, relaxation for SC/ST/OBC and certain other categories as provided by the GoI will continue.          |
| 09 | Any other age relaxation                                                                                                                                                                                                                                                               | Technical Assistant & Technical Officer | As per extant GoI/DoPT/CSIR Rules                                                                                                                                                                              |

- a. The minimum age for applying is 18 years as on the last date for submission of online application i.e., **23.02.2026**.
- b. The date for determining the upper age limit, qualifications and/or experience for each post shall be the closing date prescribed for receipt of online applications i.e. **23.02.2026**.
- c. The upper age limit is relaxable up to 05 years for the regular employees working in CSIR Laboratories/Institutes, Government Departments, Autonomous Bodies and Public Sector Undertakings in accordance with the instructions and orders issued by the Government of India/CSIR from time to time. This relaxation will be admissible to such departmental candidates who have rendered at least 03 years of continuous service and are working in posts in the same line or allied cadre, where a relation could be established that the service already rendered in that particular post will be useful for the efficient discharge of the duties of the post to which recruitment is being made. The decision in this regard will rest with the Appointing Authority. (**Annexure-II**)
- d. A candidate claiming to belong to the category of CSIR Laboratories/Institutes, Government Departments, Autonomous Bodies and Public Sector Undertakings and seeking age relaxation under this para would be required to produce a Certificate issued after the date of advertisement from his/her Employer on the Office letterhead, stating that he/she is regularly appointed employee and not engaged on casual/ad-hoc/daily wages/hourly paid/contract basis. (**Annexure-II**)
- e. The upper age limit is relaxable up to 05 years for SC/ST candidates and 03 years for OBC (Non- Creamy Layer) candidates as per Government orders in force, only in those cases where the posts are reserved for respective categories, on production of the relevant latest certificate in the prescribed GoI format, duly signed by the specified authority.
- f. SC/ST/OBC(NCL)/EWS/PwBD certificates should be in the prescribed formats for appointment to posts under the Government of India (GoI). The OBC (Non-Creamy Layer) certificate must also meet the Non-Creamy Layer criteria for appointment to posts under

the GoI as laid down by the GoI and not for appointment in any of the States of Union bearing references to those States Govt. orders (as per attached Annexure-III, Annexure-IV, Annexure-V, Annexure-VI, Annexure-VII (A, B, C)).

- g. The benefit of reservation under EWS category will be regulated as per DoPT OM No. 36039/1/2019- Estt.(Res.), dated 31.01.2019 and any other GoI instructions applicable in this regard, at the time of last date of submission of application. Further, the crucial/cut-off date for submitting Income and Asset certificate by the EWS candidate will be the closing date for receipt of application for the post. Income & Asset Certificates issued subsequent to the crucial/cut-off date and for the later Financial Year shall not be accepted.
- h. Eligibility for OBC (NCL) candidates will be based on castes listed in the Central List of the Government of India. The candidate's sub-caste must match the entries in this list; otherwise, their candidature will not be considered under any reserved category and will be treated as Unreserved (UR), if otherwise eligible. OBC candidates in the "Creamy Layer" are not entitled to concessions available to the OBC category and must indicate their category as Unreserved.
- i. Candidate belonging to OBC (NCL) category must submit a copy of the Latest valid OBC (NCL) Certificate as on the last date for submission of online application. (as per attached Annexure-IV)
- j. The OBC (Non-Creamy layer) candidates are additionally required to furnish a '**Form of Declaration**' supporting their claim that they do not belong to the OBC (Creamy Layer) category based on income for the immediately preceding three financial years (as per attached Annexure-V)
- k. **Age relaxation to Persons with Benchmark Disabilities (PwBD/Divyangjan) category:**  
Age relaxation of 10 (Ten) years [This implies that Scheduled Castes/Schedules Tribes category candidates would get maximum 15 years' age relaxation including 5 years meant for their respective categories. Similarly, OBC (NCL) candidates would get maximum up to 13 years including 3 years' age relaxation meant for OBC (NCL) category] in upper age limit shall be allowed to persons suffering from the following benchmark disabilities as per GOI instructions:
  - a) **Category A** - blindness and low vision;  
"low vision" means a condition where a person has any of the following condition namely: -
    - i. Visual acuity not exceeding 6/18 or less than 20/60 up to 3/60 or up to 10/200 (Snellen) in the better eye with best possible corrections; or
    - ii. Limitation of the field of vision subtending an angle of less than 40 degree up to 10 degree
  - b) **Category B** - deaf and hard of hearing;
  - c) **Category C** - locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy;
  - d) **Category D** - autism, intellectual disability, specific learning disability and mental illness;
  - e) **Category E** - multiple disabilities from amongst persons under clauses (A) to (D) including deaf/blindness.

The persons claiming age relaxation under this sub-para would be required to produce a valid certificate in prescribed pro-forma in support of their claims clearly indicating that the degree of physical disability is 40% or more. In any case, the appointment of these candidates will be subject to their being found medically fit in accordance with the standards of medical fitness as prescribed by the Government for each individual.

- j) Relaxation in case of Ex-servicemen will be applicable as per provisions of CSIR/GoI, issued from time to time. Upper age limit is relaxable by 03 years, after deduction of the rendered military service from the actual age for Ex-servicemen, as on the closing date for submission of online application. Only those candidates shall be treated as Ex-Servicemen who fulfill the definition and criteria as laid down in Ministry Personnel, Public Grievances and Pensions, Government of India Gazette Notification No. G.S.R. 757 (E), issued vide No. 36034/1/2006-Estt (Res) dated 04.10.2012, as amended from time to time. Ex-servicemen who have already secured employment in civil side under Central Government in Group C posts on regular basis after availing of the benefits of reservation given to Ex-Servicemen for their re-employment are not eligible for claiming benefits of reservation under Ex-Servicemen category.
- k) It may be noted that the appointments to these posts shall be provisional and subject to the verification of caste certificates & educational certificates through proper channels. If the verification reveals that the claim of the candidate is false OR it reveals that the claim of the candidate belong to Non-creamy layer is false, his / her services will be terminated forthwith without assigning any further reasons and without prejudice to such further action as may be taken under the provision of the Bharatiya Nyaya Sanhita (BNS) for production of false certificate.
- l) SC/ST/OBC(NCL) candidates who apply against the posts not reserved for them are not eligible for age relaxation in respect of such posts in accordance with DoPT OM No. 36011/1/98-Estt. (Res) dated 01.07.1998, and they are treated at par with unreserved candidates with respect to their selection.

#### 4. **Mode of Selection:**

| Name of the Post    | Mode of selection                                                                                                                                                                                                                                                                                                                                                      |
|---------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Technical Assistant | <ul style="list-style-type: none"> <li>➤ The candidates as recommended/shortlisted by the duly constituted Screening Committee will be called for Trade test.</li> <li>➤ Those who qualify in the Trade Test will be invited for a competitive written examination of Paper-I, Paper-II, Paper-III.</li> </ul>                                                         |
| Technical Officer   | <ul style="list-style-type: none"> <li>➤ <u>The Paper-II &amp; Paper-III will be evaluated only for those candidates who secure minimum threshold marks (to be determined by the Selection Committee) in the Paper-I</u></li> <li>➤ The Final merit list will be prepared on the basis of the marks obtained by the candidates in Paper-II &amp; Paper-III.</li> </ul> |

The Screening/Selection Committee will adopt its own criteria for short listing the candidates to be called for trade test and Competitive Written Examination.

#### **Stage-I: Trade Test**

A duly constituted Selection Committee will conduct the Trade test in the relevant subjects and competitive written examination for the candidates to evaluate their suitability for the post.

## Stage-II: Written Examination

| Mode of Examination                               | OMR based or Computer Based Objective Type Multiple Choice Examination                                              |
|---------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|
| Medium of Questions                               | The questions will be set both in English and Hindi except the questions on English Language.                       |
| Standard of Examination (for Technical Assistant) | Diploma / Graduation Level [based on the advertised qualification of the post].                                     |
| Standard of Examination (for Technical Officer)   | Post Graduate Diploma / Post Graduation / B.E. / B. Tech level [based on the advertised qualification of the post]. |
| Total No. of Questions                            | 200                                                                                                                 |
| Total Time allotted                               | 03 Hours                                                                                                            |

### Paper-I (Time Allotted -1 Hour)

| Subject              | No. of Questions | Maximum Marks                              | Negative Marks                                        |
|----------------------|------------------|--------------------------------------------|-------------------------------------------------------|
| Mental Ability Test* | 50               | 100<br>(2 marks for every correct answer). | <u>There will be no negative marks in this paper.</u> |

\*Mental Ability Test consisting of General Intelligence, Quantitative Aptitude, Reasoning, Problem Solving, Situational Judgement, etc.

### Paper-II (Time Allotted -30 Minutes)

| Subject           | No. of Questions | Maximum Marks                             | Negative Marks                            |
|-------------------|------------------|-------------------------------------------|-------------------------------------------|
| General Awareness | 25               | 75<br>(3 marks for every correct answer). | One negative mark for every wrong answer. |
| English Language  | 25               | 75<br>(3 marks for every correct answer). | One negative mark for every wrong answer. |

### Paper-III (Time Allotted -90 Minutes duration)

| Subject             | No. of Questions | Maximum Marks                              | Negative Marks                            |
|---------------------|------------------|--------------------------------------------|-------------------------------------------|
| Concerned Subject** | 100              | 300<br>(3 marks for every correct answer). | One negative mark for every wrong answer. |

\*\*Concerned Subject is based on the advertised qualification of the post

**The Paper- II and Paper- III will be evaluated only for those candidates who secures minimum threshold marks (to be determined by the Selection Committee) in the Paper-I.**

**The Final merit list will be prepared only on the basis of the marks obtained by the candidate in Paper-II and Paper-III.**

**Resolution of Tie cases:** Resolution of cases wherein two or more candidates have scored equal aggregated marks, the tie shall be resolved in accordance with CSIR Letter No.5-1(211)/2014-PD dated 30.05.2023.

**5. How to apply:**

- a. Eligible candidates are required to apply ONLINE ONLY by visiting CSIR-CCMB website followed by **sending hard copy of online application** duly signed along with self-attested copies of mark sheets, certificates, etc. **No other mode of application will be entertained.**
- b. Online applications without receipt of hard copy of the same **will be summarily rejected.**
- c. Only one application per candidate will be accepted for each postcode. If a candidate submits multiple online applications for the same postcode using different email addresses, only the most recent completed application will be considered.
- d. A candidate can **apply for multiple postcodes**, provided that they fulfill all the eligibility criteria for each individual postcode. However, the candidate must submit a **separate application** along with the requisite **application fee** separately for each postcode.
- e. Candidates who have applied for multiple posts have to send **hard copy of application separately** for each post.
- f. The Online application will be available on CSIR-CCMB website <https://www.ccmb.res.in> [opens on **27.01.2026** from 11:00 AM and closes on **23.02.2026** at 11:59 PM]
- g. The last date for receipt of hard copy of application is **02.03.2026 [06:00 PM]**. This date will be the same for the candidates belonging to far-flung areas.
- h. Candidates are advised to go through the instructions (available on CSIR-CCMB recruitment portal) for filling up of online applications carefully.
- i. **Interested candidates are advised to apply in time to avoid last minute rush.**
- j. For submission of online applications, the candidates are required to pay a non-refundable fee of Rs. 500/- (Rupee FIVE Hundred only) through **State Bank Collect** **Click here** only. The transaction number/UTR number generated after successful payment of fee is required to be mentioned in the online application. Further, the candidates are required to upload the e-receipt of SB Collect (wherever applicable) and preserve the same for future communication.

**The candidates belonging to SC/ST/PwBD/Women/Ex-Servicemen are exempted from payment of application fee.**

|                                           |           |
|-------------------------------------------|-----------|
| UR, OBC (NCL), EWS candidates             | Rs. 500/- |
| Women/SC/ST/PwBD/Ex-Servicemen candidates | NIL       |

- k. Applications without the prescribed fee will not be considered and summarily rejected. No representation against such rejection would be entertained.
- l. In case of universities/institute awarding CGPA/SGPA/OGPA grades etc., candidates are requested to convert the same into percentage based on the formula as per their university/institute and mention the percentage so arrived at the appropriate place in the online application form, while filling the same.

- m. After completely filling the online application form candidate can submit and take printout of the online generated filled application and note down Application Number for future communication. The candidate must sign the computer generated online application while sending the hardcopy of application.
- n. The computer generated online application duly signed by the candidate and accompanied by **SELF-ATTESTED** copies of the certificates, mark sheets, testimonials in support of age, education qualifications, experience and caste/category certificate, if applicable along with one recent passport size self-signed photograph affixed should be sent by post in an envelope super scribed **"APPLICATION FOR THE POST OF \_\_\_\_\_ (Post Code: \_\_\_\_\_)"** so as to reach the following address (By hand submission of hard copy will not be accepted) **on or before 02.03.2026 (06:00 PM)**.

**The Section Officer (Recruitment Section),  
CSIR-Centre for Cellular and Molecular Biology,  
Uppal Road, Habsiguda,  
Hyderabad – 500007,  
Telangana**

- o. Application once made will neither be allowed to withdraw and fees once paid will not be refunded on any account nor can it be held in reserve for any other recruitment or selection process.
- p. Candidates should specifically note that the applications received after the closing date for any reason whatsoever will not be entertained by CSIR-CCMB, Hyderabad.
- q. Incomplete applications (i.e. without photograph, signature, non-payment of application fee (wherever applicable), requisite supporting documents etc., will not be entertained and are liable to be summarily rejected.
- r. The candidates are required to verify all the fields in the online application form to ensure that the application is complete and correct in all respects before submitting the same. It must be ensured that the photograph and signature are appended in the respective fields of online application.
- s. Any further information regarding this advertisement like date, time and venue of Trade Test and Competitive Written Examination, any Addendum/Corrigendum or any variation in number of posts/cancellation of post(s) etc. will be made available only on CSIR-CCMB website <https://www.ccmb.res.in>
- t. For any updates, candidates are advised to visit CSIR-CCMB website regularly

#### **6. ACTION AGAINST CANDIDATES FOUND GUILTY OF MISCONDUCT / USE OF UNFAIR MEANS**

Candidates are advised in their own interest that they should not furnish any particulars that are false, tampered with or fabricated and should not suppress any material information while submitting online application. At the time of examination, or in a subsequent selection procedure, if a candidate is (or has been) found guilty of –

- (i) using unfair means or
- (ii) impersonating or procuring impersonation by any person or
- (iii) misbehaving in the examination hall or disclosing, publishing, reproducing, transmitting, storing or facilitating transmission and storage of contents of the test(s) or any information therein in whole or part thereof in any form or by any means, verbal or written, electronically or mechanically for any purpose or
- (iv) resorting to any irregular or improper means in connection with his/ her candidature or
- (v) obtaining support for his/ her candidature by unfair means, or

(vi) carrying mobile phones or similar electronic devices of communication in the Trade test /Examination hall, such a candidate may, in addition to rendering himself/ herself liable to criminal prosecution, be liable:

- (a) to be disqualified from the examination for which he/ she is a candidate
- (b) to be debarred either permanently or for a specified period from any examination conducted by CSIR-CCMB
- (c) for termination of service, if he/ she has already joined CSIR-CCMB.

**7. Following documents must be attached along with HARDCOPY of application form to be sent by post:**

**(ALL THE DOCUMENTS MUST BE SELF - ATTESTED)**

**(Separate hard copy of application must be sent for each post code, if applicable)**

- a. Signed copy of printout of online application form FOR EACH POST CODE, wherever applicable.
- b. Fee receipt of Rs. 500/- as application fee FOR EACH POST CODE, wherever applicable.
- c. Clearly visible recent passport size colour photograph.
- d. Clearly visible Signature of the candidate.
- e. Copy of SSC/10<sup>th</sup> Standard certificate & Mark sheet (reflecting Date of Birth).
- f. Copy of Birth Certificate issued by the Registrar of Births and Deaths or the Municipal Corporation or any other prescribed authority, whosoever has been empowered under the Registration of Birth and Deaths Act, 1969 to register the birth of a child born in India **(only if not mentioned in Secondary School Certificate)**
- g. ITI Certificate or National/State Trade Certificate & Mark sheet/ Apprentice certificate, wherever applicable
- h. Copy of Gazette Notification/Affidavit from appropriate authority in support of change of name/ mismatch in name/ variation in name of candidate/ parents (if applicable).
- i. Copy of Intermediate/10+2 /Diploma Certificate & Mark sheet.
- j. Copy of Graduation certificate & Mark sheet (if applicable)
- k. Copy of Post-Graduation certificate & Mark sheet etc, (if applicable)
- l. Copy of Certificate(s) related to higher qualification, if any.
- m. A copy of conversion formula of CGPA/SGPA/OGPA/ DGPA/CPI grades etc. into percentage, issued by the respective Boards/Universities/Institutes (if applicable)
- n. Copy of Latest Valid Caste/Category certificate etc. in the prescribed Government of India format signed by the specific authority, wherever applicable. **(Annexure-III, Annexure-IV, Annexure-VI)**
- o. Copy of relevant experience certificate (s), wherever applicable**(Annexure-IX)**
- p. Copy of the 'Form of Declaration' from OBC (Non-Creamy Layer) candidates, supporting their claim in the application that they do not belong to the OBC (Creamy Layer) category based on income for the immediate preceding three financial years, if applicable. **(Annexure-V)**
- q. Copy of the judgement/decreed from the appropriate court of law for widow, divorced, or

judicially separated women, to verify the status of divorce or judicial separation, if applicable. Additionally, an affidavit confirming that such candidate has not remarried.

- r. Original Copy of 'No Objection Certificate' (NOC) from the employer for candidates currently working as regular employee in CSIR/Government Organizations/Autonomous Bodies/Statutory Bodies/Universities/PSUs etc., (wherever applicable). (**Annexure-I**)
- s. NOC to be produced by regular employee in CSIR/Government Organizations/Autonomous Bodies/Statutory Bodies/Universities/Public Sector Undertakings etc. for **claiming Age Concession** (**Annexure-II**)
- r. Copy of Certificate related to PwBD (wherever applicable) in the prescribed format. (**Annexure-VII(A), Annexure-VII(B), Annexure-VII(C)**)
- s. Copy of Certificate related to Ex-Serviceman for age relaxation/fee exemption, if applicable.
- t. Copy of equivalent clause in Essential Qualifications related order/letter, if applicable.
- u. Copy of Any other relevant certificate/document, if applicable.

Sd/-  
Sr. Controller of Administration

### Formats for Certificates:

1. Format of '**NO OBJECTION CERTIFICATE**' from the employer of candidate currently working as regular employee in CSIR/Government Organisations/Autonomous Bodies /Statutory Bodies/ Universities/Public Sector Undertakings etc. (**Annexure-I**)
2. The Form of Certificate to be produced by regular employee in CSIR/Government Organisations /Autonomous Bodies/Statutory Bodies/ Universities/Public Sector Undertakings etc. for claiming Age Concession (**Annexure-II**)
3. The Form of Certificate to be produced by Scheduled Castes and Scheduled Tribes candidates applying for appointment to posts under the Government of India. (**Annexure-III**)
4. The Form of Certificate to be produced by OTHER BACKWARD CLASSES (OBC (NCL)) applying for appointment to posts under the Government of India. (**Annexure-IV**)
5. Form of declaration to be submitted by the OTHER BACKWARD CLASSES (OBC (NCL)) candidate (in addition to the community certificate). (**Annexure-V**)
6. Form of Income & Assest Certificate to be produced by ECONOMICALLY WEAKER SECTION (EWS) candidate. (**Annexure-VI**)
7. Format of Disability Certificate(s) [**Annexure-VII (A), (B), (C)**] to be produced by PwBD applying for appointment to posts under the Government of India.
8. Format of Certificate to be produced by Ex-Serviceman for availing the age concession for posts filled by direct recruitment for appointment to posts under the Government of India. (**Annexure-VIII**)
9. Format of Experience Certificate (**Annexure-IX**)

**FORMAT OF 'NO OBJECTION CERTIFICATE FROM THE EMPLOYER OF CANDIDATE CURRENTLY WORKING AS REGULAR EMPLOYEE IN CSIR/ GOVERNMENT ORGANISATIONS /AUTONOMOUS BODIES /STATUTORY BODIES/ UNIVERSITIES/ PUBLIC SECTOR UNDERTAKINGS etc.**

(Letter Head of the Institution/Issuing Authority)

No.....

Date: [DD/MM/YYYY]

No Objection Certificate for Applying to Advertisement No. [Advertisement Number]

This is to certify that Dr./Mr./Ms. [Full Name of Employee], [Designation], is a permanent/regular employee of this department/organization and has been serving in the capacity of [Current Position] since [Joining Date].

This department/organization has no objection to his/her applying for the position advertised vide Advt. No. [Advertisement Number] dated [Advertisement Date] for the position of [Post Code/Position]. This department/organization has no objection to Dr./Mr./Ms. [Employee's Name] participating in the selection process or being considered for the aforementioned employment in the new position.

It is also certified that Dr./Mr./Ms. [Full Name of Employee] is not currently undergoing any penalties under the applicable conduct rules and Dr./Mr./Ms. [Full Name of Employee] is neither under suspension, nor any vigilance, disciplinary, or criminal cases is pending against him/her as of the date of issuance of this certificate.

This certificate is issued at the request of the applicant for the purpose of applying to the said advertisement.

Place: .....

For [Name of Department/Organization],

[Signature of Issuing Authority]

[Name of Issuing Authority]

[Designation of Issuing Authority]

[Official Seal/Stamp]

[Contact Information]

[Department/Organization Address]

**THE FORM OF CERTIFICATE TO BE PRODUCED BY REGULAR EMPLOYEE IN CSIR/ GOVERNMENT ORGANISATIONS/AUTONOMOUS BODIES /STATUTORY BODIES/ UNIVERSITIES/ PUBLIC SECTOR UNDERTAKINGS etc. FOR CLAIMING AGE CONCESSION**

(Letter Head of the Institution/Issuing Authority)

No.....

Date: .... / .... / .....

CERTIFICATE FOR CLAIMING AGE CONCESSION FOR APPLYING AGAINST ADVERTISEMENT NUMBER

This is to certify that Dr./Mr./Ms. ....  
S/o./D/o/W/o Shri..... is a regularly  
appointed employee of..... (Name of the  
Institute) and duties performed by him/her during the period(s) are as under:

(i) .....

(ii) .....

(iii) .....Certified that:

\*(a) Dr./Mr./Ms. .... holds substantively a  
permanent post of ..... in the .....  
(Name of the Institute) with effect from ..... to  
.....

OR

\*(b) Dr./Mr./Ms.....has been continuously in temporary service on a  
regular basis in the of ..... at (Name of the Institute) with effect from  
..... to .....

*\*strike out which is not applicable*

Place: .....

For [Name of the Institute],

[Signature of Issuing Authority]

[Name of Issuing Authority]

[Designation of Issuing Authority]

[Official Seal/Stamp]

[Contact Information]

[Department/Organization Address]

**THE FORM OF CERTIFICATE TO BE PRODUCED BY SCHEDULED CASTES AND SCHEDULED TRIBES  
CANDIDATES APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA**

This is to certify that Shri/Shrimati/Kumari\*.....son/daughter  
of..... of village/town\* .....in District/Division\*  
..... of the State/Union Territory\* .....belongs to  
the..... Caste/Tribe\* which is recognized as a Scheduled Caste/Scheduled Tribe\*

Under:-

- \* The Constitution (Scheduled Castes) Order, 1950
- \* The Constitution (Scheduled Tribes) Order, 1950
- \* The Constitution (Scheduled Castes) Union Territories Orders, 1951
- \* The Constitution (Scheduled Tribes) Union Territories Order, 1951

[as amended by the Scheduled Castes and Scheduled Tribes lists (Modification) Order, 1956; the Bombay Reorganisation Act, 1960; the Punjab Reorganisation Act 1966, the State of Himachal Pradesh Act, 1970, the North-Eastern Areas (Reorganisation) Act, 1971, the Constitution (Scheduled Castes and Scheduled Tribes) Order (Amendment) Act, 1976, The State of Mizoram Act, 1986, the State of Arunachal Pradesh Act, 1986 and the Goa, Daman and Diu (Reorganization) Act, 1987.]:

- The Constitution (Jammu and Kashmir) Scheduled Castes Order, 1956 ;
- The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order; 1959 as amended by the Scheduled Castes and Scheduled Tribes Order (Amendment) Act, 1976
- The Constitution (Dadra and Nagar Haveli) Scheduled Castes Order, 1962 ;
- The Constitution (Dadra and Nagar Haveli) Scheduled Tribes Order, 1962 ;
- The Constitution (Pondicherry) Scheduled Castes Order 1964;
- The Constitution (Uttar Pradesh) Scheduled Tribes Order, 1967;
- The Constitution (Goa, Daman and Diu) Scheduled Castes Order, 1968 ;
- The Constitution (Goa, Daman and Diu) Scheduled Tribes Order, 1968 ;
- The Constitution (Nagaland) Scheduled Tribes Order, 1970 ;
- The Constitution (Sikkim) Scheduled Castes Order, 1978 ;
- The Constitution (Sikkim) Scheduled Tribes Order, 1978 ;
- The Constitution (Jammu and Kashmir) Scheduled Tribes Order, 1989 ;
- The Constitution (Scheduled Castes) Orders (Amendment) Act, 1990;
- The Constitution (ST) Orders (Amendment) Ordinance, 1990 ;
- The Constitution (ST) Orders (Second Amendment) Act, 1991 ;
- The Constitution (ST) Orders (Amendment) Ordinance, 1991;
- The Scheduled Caste and Scheduled Tribes Orders (Amendment) Act 2002\
- The Constitution (Scheduled Castes) Order (Amendment) Act, 2002;
- The Constitution (Scheduled Caste and Scheduled Tribes) Order (Amendment) Act, 2002
- The Constitution (Scheduled Caste) Orders (Second Amendment) Act, 2002
- The Constitution (Scheduled Caste) Orders (Amendment) Act, 2007

% 2. Applicable in the case of Scheduled Castes / Scheduled Tribes persons , who have migrated from one State / Union Territory Administration.

*Contd..*

This certificate is issued on the basis of the Scheduled Castes / Scheduled Tribes\* Certificate issued to Shri /Shrimati/ Kumari\*.....Father /Mother\* of Shri / Shrimati/ Kumari\* ..... of .....village /town\*/ Terriotry.....in ..... District/ Division\*.....of..... the State/Union Territory\*.....who ..... belong ..... to the ..... Caste / Tribe\* which is recognized as a Scheduled Caste/ Scheduled Tribe\* in the State/Union Territory\* issued by the.....dated.....

% 3. Shri /Shrimati/ Kumari\* .....and/or\* his/her\* family ordinarily reside(s).....in village/town\*..... of..... District/Division\* of the State/Union Territory\*.

Signature .....  
Designation .....  
[With seal of Office] State/Union Territory\*

Place: .....

Date: .....

\* Please delete the words which are not applicable.

• Please quote specific Presidential Order.

% Delete the paragraph which is not applicable

NOTE: The term “Ordinarily reside (s)” used here have the same meaning as in Section 20 of the Representation will of the Peoples Act, 1950.

\*\* List of authorities empowered to issue Caste / Tribe Certificate:

- District Magistrate / Additional District Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / Deputy Collector/I Class Stipendiary Magistrate / Sub-Divisional Magistrate / Extra-Asst. Commissioner / Taluka Magistrate / Executive Magistrate.
- Chief Presidency Magistrate/ Additional Chief Presidency Magistrate / presidency Magistrate.
- Revenue Officer not below the rank of Tehsildar.
- Sub-Divisional Officers of the area where the candidate and / or his family normally resides.
- Administrator/Secretary to Administration/Development Officer (Lakshadweep)

Note :

ST candidates belonging to Tamil Nadu State should submit case certificate ONLY FROM THE REVEVE DIVISIONAL OFFICER.

**FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING FOR  
APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA**

This is to certify that Shri/Smt./Kumari.....  
son/daughter of..... village/town  
..... in District/Division belongs to the  
..... community which is recognised as a backward  
class under the Government of India, Ministry of Social Justice and Empowerment's  
Resolution No..... dated  
..... \* and/or his family ordinarily reside(s) in the  
..... District/Division of the..... State/Union Territory. This is  
also to certify that he/she does not belong to the persons/sections (Creamy Layer) mentioned in  
Column 3 of the Schedule to the Government of India, Department of Personnel & Training O.M.  
No.36012/22/93-Estt.(SCT) dated 8.9.1993 and O.M. No.36033/1/2013- Estt.(Res) dated 27<sup>th</sup> May,  
2013\*\*

Signature .....  
Designation .....\$

Dated: .....  
Seal:

\* The authority issuing the certificate may have to mention the details of Resolution of Government of India, in which the case of the candidate is mentioned as OBC.

\*\* As amended from time to time.

\$ List of Authorities empowered to issue Other Backward Classes certificate will be the same as those empowered to issue Scheduled Caste/Scheduled Tribe certificates.

Note: - The Term 'Ordinarily' used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

**FORM OF DECLARATION TO BE SUBMITTED BY THE 'OTHER BACKWARD CLASS' CANDIDATE  
(IN ADDITION TO THE COMMUNITY CERTIFICATE)**

I ..... Son/daughter of Shri ..... resident of  
village/town/city ..... district ..... State .....  
hereby declare that I belong to the.....Community which is recognized as a backward  
class by the Government of India for the purpose of reservation in services as per orders contained in  
Department of Personnel and Training Office Memorandum No.36102/3/2024-Estt.(SCT) dated 8-9-  
1983. It is also declared that I do not belong to persons/sections (Creamy Layer) mentioned in column  
3 of the Schedule to the above referred Office Memorandum dated 8- 9-1983, O.M. No.36033/3/2004-  
Estt.(Res.) dated 9th March, 2004 and O.M. No. 36033/3/2004-Estt.(Res.) dated 14th October, 2008  
and as amended from time to time.

I also declare that the condition of status/annual income for creamy layer of my Parents/guardian is  
within prescribed limits as on last date of application.

Signature.....

Full Name.....

Address .....

Place : .....

Date : .....

**Government of .....**  
**(Name & Address of the authority issuing the certificate)**  
**INCOME & ASSEST CERTIFICATE TO BE PRODUCED BY**  
**ECONOMICALLY WEAKER SECTIONS**

**Certificate No.....**

**Date: .....**

**VALID FOR THE YEAR.....**

This is to certify that Shri/Smt./Kumari ..... son/ daughter/ wife of ..... permanent resident of, ..... Village/ Street, Post Office, Territory.....Pin Code..... whose photograph is attested below belongs to Economically Weaker Sections, since the gross annual income\* of his/her family\*\*is below Rs. 8 lakhs (Rupees Eight Lakh only) for the financial year.....His/her family does not own or possess any of the following assets\*\*:

- I. 5 acres of agricultural land and above;
- II. Residential flat of 1000 sq. ft. and above
- III. Residential plot of 100 Sq. Yards and above in notified municipalities;
- IV. Residential plot of 200 sq. yards and above in areas other than the notified municipalities.

2. Shri/Smt./Kumari ..... belongs to the..... caste which is not recognized as a Scheduled Caste, Scheduled Tribe and Other Backward Classes (Central List).

**Signature with seal of Office.....**

**Name.....**

**Designation.....**

**Recent Passport  
Size Attested  
Photograph  
(Showing face  
only the person  
with disability)**

\*Note 1 : Income covered all sources i.e. salary, agriculture, business, profession, etc.

\*\*Note 2: The term 'Family' for this purpose include the person, who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years

\*\*\*Note 3: The property held by a 'Family' in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.

**Form-V**  
**CERTIFICATE OF DISABILITY**

(In cases of amputation or complete permanent paralysis of limbs and in cases of blindness) [See rule 18(1)]  
(NAME AND ADDRESS OF THE MEDICAL AUTHORITY ISSUING THE CERTIFICATE)

Recent Passport  
Size Attested  
Photograph  
(Showing face  
only the person  
with disability)

Certificate No. ....

Date: .....

This is to certify that I have carefully examined Shri/Smt/Kum ..... son/ wife/  
daughter of Shri..... Date of Birth ..... (DD/ MM/ YY) Age ..... years,  
male/female..... Registration No.....permanent resident of House No  
Ward/Village/Street.....Post Office District ..... State whose photograph is  
affixed above, and am satisfied that:

(A) he/she is a case of :

- locomotor disability
- dwarfism
- blindness

(Please tick as applicable)

(B) the diagnosis in his/her case is .....

(A) He/ She has .....% (in figure) ..... percent (in words) permanent Locomotor  
Disability/dwarfism/blindness in relation to his/her.....(part of body) as per guidelines  
(..... number and date of issue of the guidelines to be specified).

The applicant has submitted the following document as proof of residence: -

| Nature of Document | Date of Issue | Details of authority issuing certificate |
|--------------------|---------------|------------------------------------------|
|                    |               |                                          |

(Signature and Seal of Authorised Signatory of  
notified Medical Authority)

Signature/Thumb  
impression of the person  
in whose favour  
certificate of disability  
certificate is issued

**Form-VI**  
**CERTIFICATE OF DISABILITY**  
(In cases of multiple disabilities) [See rule 18(1)]  
(NAME AND ADDRESS OF THE MEDICAL AUTHORITY ISSUING THE CERTIFICATE)

Recent Passport  
Size Attested  
Photograph  
(Showing face  
only the person  
with disability)

Certificate No.....

Date:.....

This is to certify that we have carefully examined  
Shri/Smt./Kumari ..... son/wife/daughter of Shri ..... Date of Birth  
(DD/MM/YY)..... Age.....Years, male/female. Registration No..... permanent  
resident of House No.....Ward/Village/Street..... Post Office..... District .....

State, whose photograph is affixed above, and am satisfied that:

(A) He/she is a case of Multiple Disability. His/her extent of permanent physical impairment/disability has been evaluated as per guideline ( .....number and date of issue of the guidelines to be specified) for the disabilities ticked below, and is shown against the relevant disability in the table below:

| S.No. | Disability                     | Affected part of body | Diagnosis | Permanent physical impairment/mental disability (in %) |
|-------|--------------------------------|-----------------------|-----------|--------------------------------------------------------|
| 1     | Locomotor Disability           | @                     |           |                                                        |
| 2     | Muscular Dystrophy             |                       |           |                                                        |
| 3     | Leprosy cured                  |                       |           |                                                        |
| 4     | Dwarfism                       |                       |           |                                                        |
| 5     | Cerebral Palsy                 |                       |           |                                                        |
| 6     | Acid attack Victim             |                       |           |                                                        |
| 7     | Low Vision                     | #                     |           |                                                        |
| 8     | Blindness                      | #                     |           |                                                        |
| 9     | Deaf                           |                       |           |                                                        |
| 10    | Hard of Hearing                |                       |           |                                                        |
| 11    | Speech and Language disability |                       |           |                                                        |
| 12    | Intellectual Disability        |                       |           |                                                        |
| 13    | Specific learning Disability   |                       |           |                                                        |

|    |                                 |  |  |  |
|----|---------------------------------|--|--|--|
| 14 | Autism Spectrum Disorder        |  |  |  |
| 15 | Mental illness                  |  |  |  |
| 16 | Chronic Neurological Conditions |  |  |  |
| 17 | Multiple Sclerosis              |  |  |  |
| 18 | Parkinson's disease             |  |  |  |
| 19 | Haemophilia                     |  |  |  |
| 20 | Thalassemia                     |  |  |  |
| 21 | Sickle Cell disease             |  |  |  |

(B) In the light of the above, his/her over all permanent physical impairment as per guidelines (..... number and date of issue of the guidelines to be specified), is as follows:

In figures.....percent

In Words.....percentage

1. This condition is progressive/non-progressive/likely to improve/not likely to improve.

2. Reassessment of disability is :

(i) not necessary Or

(ii) is recommended/ after ..... years.....months, and therefore this certificate shall be valid till DD)/(MM)/(YY)

@ - eg. Left/Right/both arms/legs

# - eg. Single eye /both/eyes

€ - eg. Left/Right/both ears

3. The applicant has submitted the following document as proof of residence: -

| Nature of Document | Date of Issue | Details of authority issuing certificate |
|--------------------|---------------|------------------------------------------|
|                    |               |                                          |

4. Signature and seal of the Medical Authority.

| Name and Seal of Member | Name and Seal of Member | Name and Seal of the Chairperson |
|-------------------------|-------------------------|----------------------------------|

Signature/Thumb impression of the person in whose favour certificate of disability is

**Form-VII**  
**CERTIFICATE OF DISABILITY**  
(In cases other than those mentioned in Forms V and VI) [See rule 18(1)]  
(NAME AND ADDRESS OF THE MEDICAL AUTHORITY ISSUING THE CERTIFICATE)

Recent passport  
size attested  
photograph  
(Showing face  
only) of  
the person with

Certificate No.....

Date:.....

This is to certify that I have carefully examined Shri/Smt./Kum .....  
son/wife/daughter of Shri ..... Date of Birth..... (DD)/(MM)/(YY) Age

..... years, male/female..... Registration No. .... permanent resident of House

No..... Ward/Village/Street ..... Post Office ..... District..... State

whose photograph is affixed above, and am satisfied that he/she is a case of disability. His/her extent  
of percentage physical impairment/disability has been evaluated as per guidelines (to be specified)  
and is shown against the relevant disability in the table below: -

| S.No. | Disability                      | Affected part of body | Diagnosis | Permanent physical impairment/mental disability (in %) |
|-------|---------------------------------|-----------------------|-----------|--------------------------------------------------------|
| 1     | Locomotor Disability            | @                     |           |                                                        |
| 2     | Muscular Dystrophy              |                       |           |                                                        |
| 3     | Leprosy cured                   |                       |           |                                                        |
| 4     | Cerebral Palsy                  |                       |           |                                                        |
| 5     | Acid attack Victim              |                       |           |                                                        |
| 6     | Low Vision                      | #                     |           |                                                        |
| 7     | Deaf                            | €                     |           |                                                        |
| 8     | Hard of Hearing                 | €                     |           |                                                        |
| 9     | Speech and Language disability  |                       |           |                                                        |
| 10    | Intellectual Disability         |                       |           |                                                        |
| 11    | Specific learning Disability    |                       |           |                                                        |
| 12    | Autism Spectrum Disorder        |                       |           |                                                        |
| 13    | Mental illness                  |                       |           |                                                        |
| 14    | Chronic Neurological Conditions |                       |           |                                                        |
| 15    | Multiple Sclerosis              |                       |           |                                                        |

|    |                     |  |  |  |
|----|---------------------|--|--|--|
| 16 | Parkinson's disease |  |  |  |
| 17 | Haemophilia         |  |  |  |
| 18 | Thalassemia         |  |  |  |
| 19 | Sickle Cell disease |  |  |  |

(Please strike out the disabilities which are not applicable.)

1. The above condition is progressive/ non-progressive/ likely to improve/not likely to improve.

2. Reassessment of disability is :

(i) not necessary Or

(ii) is recommended/ after..... years.....months, and therefore this certificate shall be valid till DD)/(MM)/(YY)

@ - eg. Left/Right/both arms/legs

# - eg. Single eye/both eyes

€ - eg. Left/Right/both ears

3. The applicant has submitted the following document as proof of residence:-

| Nature of Document | Date of Issue | Details of authority issuing certificate |
|--------------------|---------------|------------------------------------------|
|                    |               |                                          |

(Authorised Signatory of notified Medical Authority)  
(Name and Seal)

Countersigned (Countersignature and seal of the Chief Medical Officer/Medical Superintendent/ Head of Government Hospital, in case the certificate is issued by a medical authority who is not a Government servant (with seal)

Signature/Thumb  
impression of the  
person in whose  
favour certificate  
of disability is

Note: In case this certificate is issued by a medical authority who is not a government servant, it shall be valid only if countersigned by the Chief Medical Officer of the District.

Note: The principal rules were published in the Gazette of India by Ministry of Social Justice and Empowerment vide notification number 489, dated 15.06.2017.

**CERTIFICATE TO BE PRODUCED BY SERVING / RETIRED / RELEASED ARMED FORCES PERSONNEL  
AVAILING THE AGE CONCESSION FOR POSTS FILLED BY DIRECT RECRUITMENT**

Form of Certificate applicable for Released/Retired Personnel

It is certified that Rank.....Name.....whose date of birth is.....has rendered service from.....to.....in Army, Navy/Air Force.

2. He has been released from military services:

% a) on completion of assignment otherwise than

- (i) by way of dismissal, or
- (ii) by way of discharge on account of misconduct or inefficiency, or
- (iii) on his own request, but without earning his pension, or
- (iv) he has not been transferred to the reserve pending such release

% b) on account of physical disability attributable to Military Service.

% c) on invalidment after putting in at least five years of Military service

3. He is covered under the definition of Ex-Serviceman (Re-employment in Central Civil Services and Posts) Rules. 1979 as amended from time to time.

Place: \_\_\_\_\_

Date: \_\_\_\_\_

Signature, Name and Designation of the  
Competent Authority \*\*  
SEAL

% . Delete the paragraph which is not applicable.

**FORMAT OF EXPERIENCE CERTIFICATE**  
(To be issued in Company Letter Head Only)

Date of Issuance: [DD/MM/YYYY]

**TO WHOMSOEVER IT MAY CONCERN**

This is to certify that [Name of Employee] (Employee ID: [ID/Code]) was employed with [Name of Organization] from [Start Date] to [End Date].

During this tenure, [he/she] held the position of [Job Title/Post].

At the time of [resignation/current employment], [his/her] pay scale, pay level, gross remuneration was [Amount] per [month/annum].

**Key Duties and Responsibilities: (Mandatory)**

[Responsibility 1]

[Responsibility 2]

[Responsibility 3]

[Responsibility 4]

Conduct of the Candidate \_\_\_\_\_

[Signature]  
[Name of Issuing Authority]  
[Designation]  
[Company Seal/Stamp]