

F.No.MoES/18/4/2015-Estt.
Government of India
Ministry of Earth Sciences
Prithvi Bhavan, Lodhi Road
New Delhi-110 003

Date: 22nd June, 2015

Recruitment to the post of Director, National Centre for Antarctic & Ocean Research (NCAOR), Goa, on direct recruitment (on tenure basis).

Ministry of Earth Sciences (MoES) invites applications in the SAG pay scale of PB-IV(Rs.37,400-67000 + GP 10,000/), for the post of Director, National Centre for Antarctic & Ocean Research (NCAOR), Goa, an autonomous institution under MoES, Government of India, established in 1998 registered under the Societies Registration Act. The main aim and objectives of NCAOR, Goa are as under:-

- Committed to excellence in planning, promotion, co-ordination and execution of the entire gamut of polar and Southern Ocean scientific research and related logistic activities;
- For continual improvement we shall ensure a perceptible and influential presence of India in Antarctica, Arctic and the ocean realm through Scientific Expeditions, knowledge sharing and Research Publications; and
- To plan, promote, co-ordinate and execute the entire gamut of polar science and logistics activities of the country in order to ensure a perceptible and influential presence of India in the Polar Regions and to uphold our strategic interest in the global framework of Nations engaged in the studies of the Polar Regions and surrounding Oceans.

Qualification and Experience

Essential:

- (i) Bachelor's degree in Engineering or Technology from a recognized University or equivalent or Master's degree in Physics or Chemistry or Geophysics or Geology or Oceanography or equivalent with at least first class (60%) at graduation as well as post graduation(60%) level.
- (ii) 21 years (18 years with PhD) experience in research and development, survey, administration, planning, teaching (at graduate or post graduate level), supervision or training in the field Cryosphere or Oceanography. Or Marine Technology.

Desirable:

- (i) PhD in any branch of Science related in the relevant field or Master's degree in Engineering or Technology from a recognized University.

- (ii) Experience in policy making, planning or management related to Oceanic activities or management of projects in the field of Cryosphere or Oceanography.

Note: For further details, see the NCAOR website <http://www.ncaor.gov.in>.

Job Description: The Director, who is the Chief Executive Officer of the institute, is responsible for formulation, development and implementation of various technology mission mode programmes and other technical support activities implemented by NCAOR. He / She is also responsible for formulation of planning, administration and functioning of the Centre as well as the execution of the in-house R&D activities.

Scale of Pay: The post of Director is in the SAG pay scale of PB-IV (Rs.37,400-67000 + GP 10,000/-) and other allowances are as per the rules of the Institute.

Age limit (as on the normal closing date – not on the closing date meant for remote areas): Preferably below 55 years. Relaxation can be considered in respect of exceptionally qualified and/or experienced persons.

Method of Recruitment: Direct recruitment (on tenure basis) for a period of five years or up to the age of superannuation, whichever is earlier subject to satisfactory performance.

Selection process: Persons interested in this post are requested to send their application in the pro-forma at Annexure-I. The application complete in all respects should be addressed to the Deputy Secretary (Estt.), Ministry of Earth Sciences, Prithvi Bhavan, Lodhi Road, New Delhi - 110003 and should reach within 6 weeks (42 days) (60 days for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu and Kashmir State, Lahaul and Spiti District and Pangi Sub Division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands and Lakshadweep) from the publication of the advertisement in Employment News. MoES may also invite nominations from the leading scientists/experts, scientific departments/organizations for consideration for the post.

Details and format relating to the post may be downloaded from the website of Ministry of Earth Sciences i.e. www.moes.gov.in & Department of Personnel & Training www.persmin.gov.in

Encl: As above.

(Rishi Kumar)
Deputy Secretary

Copy -

1. All Scientific Ministries of Central Govt. with the request to further circulate above vacancy amongst all Public Sector Undertakings/ and Autonomous or Statutory Organizations under their administrative control.
2. IT Division: For placing the same on website indicated above.

Annexure - I

FORMAT OF APPLICATION

Affix passport size photograph

1.	Advertisement No.			
2.	Post for which applied			
3.	Name in full (in block letters)			
4.	Father's/Spouse's name			
5.	(a) Date of Birth	Date	Month	Year
	(b) Age as on closing date			
6.	Nationality			
7.	Religion			
8.	Category (SC/ST/OBC/PH/General)			
9.	Whether documentary proof from appropriate authority in support of your claim being SC/ST/OBC is enclosed (please tick)	Yes	No	
10.	Address for correspondence (in block letters with pin code)			
11.	Permanent address (in block letters)			
12.	Nearest Railway Station			
13.	Contact mobile number/e-mail id	mobile:		
		e-mail:		

14.	Educational Qualification (in chronological order from 10 th standard onwards)					
	S. No.	Courses Passed	University/Institution/ Board	Year of Passing	Subjects taken	Result with Division/Class
15.	Professional Training					
	Organization	Period		Details of Training		
		From	To			
16.	Employment records (in chronological order starting with the first job)					
	Name and address of employer/institution	Period		Designation of post held and scale of pay	Nature of work and level of responsibilities	
		From	To			

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17.	<p>Details of Last Employment Held</p> <p>(i) Permanent/Temporary/Ad-hoc</p> <p>(ii) Scale of Pay and Basic Pay</p> <p>(iii) Other allowances</p> <p>(iv) Total Salary (ii+iii)</p> <p>(v) Whether your organization is a Central Government organization or State Government organization or Central Autonomous Institution or Central Government Undertaking or State Government Undertaking or Statutory Body or University or any other – please specify</p> <p>In case this employment is held on deputation/contract basis, please state,</p> <p>a. the date of initial appointment.</p> <p>b. period of appointment on deputation/contract</p> <p>c. name of the parent office/ organization/ service to which you belong</p>	
18.	<p>Details of research work/experience, if any</p>	
19.	<p>Specialization with reference to experience desired for the post</p>	
20.	<p>Give names of two references (not related to the candidate) who are in a position to testify from their personal knowledge as to your fitness for the proposed appointment. They must be persons under whom you have worked or studied.</p>	

	(i) Name with full address:	
	(ii) Name with full address:	

21.	Remarks - any other information you may wish to add (list of publications, membership of learned societies, awards and recognition, etc.)	
22.	Details of Enclosures	

23. Declaration

I certify that the above information is correct and complete to the best of my knowledge and belief and nothing has been concealed/distorted. If at any time I am found to have concealed/distorted any material/information, my appointment shall be liable to be summarily terminated without notice/compensation.

Place:

(Name and Signature of Candidate)

Date:

(Certificate To Be Given By The Head Of Organization/Office)

[In Case The Candidate Is Employed]

Certified that the above particulars have been verified and found to be correct. It is also certified that no disciplinary/vigilance proceedings are either pending or contemplated against the officer. He/she has not been awarded any major/minor penalty during the last 10 years. His/Her up-to-date CR Dossier (including ACRs/APARs for the last 5 years) is enclosed. Integrity of the officer is also certified.

Place:

(Name and Signature of the Head of the Organization/Office with Official Seal)

Date:

General Conditions:

- I. The Ministry reserves the right to cancel the recruitment without assigning any reason.
- II. The prescribed essential qualifications are minimum and the mere possession of the same does not entitle candidates to be called for interview. If the number of applications received in response to advertisement is large, it shall not be convenient/possible for the Assessment Board to interview all the candidates. The Ministry reserves the right to restrict the number of candidates to be called for interview to a reasonable limit on the basis of desirable qualifications and/or experience. No correspondence shall be entertained with candidates who are not called for interview/selected for appointment. Canvassing in any form will result in disqualification of candidature.
- III. Experience will be counted after completion of essential academic qualifications.
- IV. How To Apply: Applications should be neatly typed on thick plain paper (A-4 size 210 x 297 mm) in the prescribed format.
 - (a) Candidates working in Government/Semi-Government Department/Public Sector Undertaking /Autonomous/Statutory organization should apply through proper channel.
 - (b) Copies of certificates in support of educational qualifications, date of birth, disability (OH, PH), community (in case of SC/ST/OBC candidates only) and experience should be attached with the application. Candidates will have to produce the original certificates as and when required.
 - (c) Applications received after the closing date or received incomplete in any respect are liable to be summarily rejected. No representation against such rejection shall be entertained.
 - (d) Completed applications should be sent to the Deputy Secretary (Estt.), Ministry of Earth Sciences, Prithvi Bhavan, Lodhi Road, New Delhi - 110003, by Registered Post in a cover super scribed "Application For The Post Of Director, NCAOR, Goa" within 42 days (60 days for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu and Kashmir State, Lahaul and Spiti District and Pangi Sub Division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands and Lakshadweep) from the date of publication of this advertisement in employment news.

This advertisement is also available on DoP&T's website www.persmin.nic.in & NCAOR website <http://www.ncaor.gov.in>.

(Rishi Kumar)
Deputy Secretary