

**Government of India**  
**Ministry of Science & Technology**  
**Department of Science & Technology**

**ADVT. No. DST / 02 / 2011-Rectt**

**Dated: 17.09.2011**

**Applications are invited for filling up of one post of Scientific Attache in Indian Mission at Washington on deputation (including short-term contract) basis.**

1. **SCALE OF PAY :** Rs. 16,400-450-20000 (Pre-revised)  
Rs. 37,400-67,000 (PB-4) + (Grade Pay Rs. 8900) (Revised)
2. **NATURE OF THE POST:** Temporary
3. **PERIOD OF DEPUTATION :** Three to Four years.
4. **Essential Qualification & Experience:**
  - (i) Master's degree in Science or Bachelor's degree in Engineering or Technology from a recognized University or equivalent.
  - (ii) Scientists or Technologists working in Indian Central / State Government / University / Recognised Research Institutions / Semi-Government or Statutory or autonomous organizations in India or abroad and
    - (a) holding analogous post on regular basis or
    - (b) with 02 (two) years regular service in post in the scale of Rs. 14300-18300 (pre-revised) or
    - (c) with 07 (seven) years regular service in the scale of Rs. 12000-16500 (pre-revised) or equivalent.

**Desirable Qualification & Experience:**

- (i) Knowledge of a modern European / German / Russian / Japanese language in addition to English.
- (ii) Doctor's Degree in Science or Master's Degree in Engineering / Technology &
- (iii) Wide experience in interdisciplinary areas of Science & Technology with an emphasis on copyrights, intellectual property rights, patents and inventions.

**AGE LIMIT:** Upper age limit shall not exceed 56 years as on the closing date for receipt of applications.

5. **Duties and Responsibilities:**

1. Following up the implementation of joint programmes of cooperation.
2. Suggesting possible new areas for bilateral cooperation.
3. Acquiring information about the latest developments in S&T in the countries of accreditation in specific sectors of interest to India.
4. Attending to official work delegated by the various scientific agencies in India in the countries of accreditation.

5. Keeping the Government of India briefed about the new policy decisions and related aspects pertaining to Science & Technology in the countries of accreditation.
6. Preparing a roster of Indian scientists working/settled in the countries of accreditation and maintaining contacts with them.
7. Attending to requests which may be received from the Indian scientists.
8. Serving as focal points for information on science and technology activities in India.
9. Securing information about S&T activities in other countries through contacts established in the countries of accreditation.
10. Coordinating/assisting in organizing visits of S&T officials, S&T delegations, scientists from research laboratories and public sector undertakings etc.
11. In general, serving as liaison with concerned Government offices, R&D institutions, academic and research institutions etc. in the countries of accreditation.

## 6. GENERAL

1. The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other Organization / Department of the Central Govt. shall ordinarily not exceed four years.
2. Out station candidates called for interview will be paid to and fro first class / III AC railway fare by shortest route, on production of proof of journey such as railway ticket(s) / number(s) etc.
3. The selected candidate is liable to be posted any where as per Government requirements.
4. The pay of the selected candidate will be regulated as per the rules of Govt. on India applicable to foreign deputation posts on the date of appointment.
5. The Curriculum Vitae duly supported by documents will be assessed by the Selection Committee while selecting candidates for appointment on deputation (including short –term contract) basis.
6. The candidates who apply for the post will not be allowed to withdraw their candidature subsequently.
7. Applications received after the closing date or received incomplete in any respect will not be considered.
8. The post in the Indian Mission at Washington, is likely to fall vacant from 25.5.2012, and selected candidate is required to join the post by the date mentioned above positively. However, the candidate is expected to be available one to two months in advance for briefing orientation programme etc.

7. **HOW TO APPLY :** Applications should be neatly typed on thick plain paper (A-4 size 210 x 297 mm) in the prescribed Curriculum Vitae Proforma (Annexure-I) given below. **Applications on the Proforma other than the one given below will not be entertained.**

(a) The completed applications along with attested copies of ACRs for the last five years may be sent in the prescribed Proforma through proper channel to **Under Secretary (Rectt.), Department of Science and Technology, Technology Bhavan, New Mehrauli Road, New Delhi-110016** within two months from the date of publication of this advertisement in the Employment News / Rozgar Samachar. While forwarding the applications, the certificate given at the end of the Application / Curriculum Vitae Proforma may also be completed. The application should be sent by Registered Post in a cover superscribed **“Application for the post of Scientific Attache in Indian Mission at Washington on deputation (including short-term contract) basis.”**

- (b) Attested copies of certificates in support of educational qualifications, date of birth and experience should be attached with the application. Candidates will have to produce the original certificates thereof as and when required.
- (c) Incomplete application will be rejected.

**(Latha Gopakumar)**  
**Under Secretary to the Govt. of India**

**Application / Curriculum Vitae for one post of Scientific Attache in Indian Mission at Washington on deputation (including short-term contract) basis**

**Reference : Advt. No. DST/02/2011-Rectt.**

**APPLICATION FORM / CURRICULUM VITAE PROFORMA**

1. Name of applicant :  
(in Block Letters)
2. (a) Post applied for :
3. Advertisement No. :
4. Date of Birth :  
(in Christian era)
5. Nationality :
6. Religion :
7. Date of retirement under :  
Central / State Government  
Rules
8. Educational qualifications :
9. Whether Educational and :  
other qualifications required  
for the post are satisfied. (if  
any qualification has been  
treated as equivalent to the  
one prescribed in the Rules,  
state the authority for the  
same)
10. Please State clearly whether in :  
the light of entries made by  
you above, you meet the  
requirement of the post
11. Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.

Qualifications/  
Experience  
Required

Qualifications/  
Experience  
possessed by  
the officer

Office/Institution	Post held	From	To	Scale of pay and basic pay	Nature of duties (in detail)

12. Total Experience in years after essential qualification :

13. Details of research work / experience if any :  
(Annexure, if any, should not exceed 200 words)

- (a) The date of initial appointment :
- (b) Period of appointment on deputation / contract
- (c) Name of the parent office / organization to which you belong

14. Specialization  
(with reference to experience desired for the post) :

15 Professional Training

Sl. No.	Organization / Institute	Period	Details of training

16. Foreign language known :  
(tick one of three options)

- (i) READING : GOOD/ VERY GOOD / EXCELLENT
- (ii) WRITING : GOOD/ VERY GOOD / EXCELLENT
- (iii) SPEAKING : GOOD/ VERY GOOD / EXCELLENT
- (iv) UNDERSTANDING : GOOD/ VERY GOOD / EXCELLENT

17. Nature of present employment i.e. Adhoc or Temporary or Quasi-permanent or Permanent:

18. In case the present employment is held on deputation / contract basis please state

- (a) the date of initial appointment (b) period of appointment on deputation
- (b) name of the parent office/ organization to which you belong

19. Additional details about present employment.  
Please state whether working under  
(indicate the name of your employer against the relevant column)

- (a) Central Govt.      (b) State Govt.      (c) Autonomous Organisation
- (d) Govt. Undertaking      (e) University      (f) Others

20. Are you in Revised Scale of Pay? If :  
yes, give the date from which the  
revision took place and also  
indicate the pre-revised scale

21. If working in a Public Sector Undertaking whether the pay scale held is on Central D.A. pattern or Industrial D.A. pattern. :  
In case of IDA pattern, equivalent CDA pay scales may be indicated.
22. Present Pay :  
(i) Scale of Pay : .....  
(Revised / Pre-revised)  
(ii) Basic Pay : .....  
(iii) Other allowances : .....  
(excluding HRA & CCA)  
(iv) Total Salary : .....  
[ (ii) + (iii) ]
23. (i) Service to which candidate belongs;  
(ii) Complete address of the cadre authority with phone number.
24. Please state, whether you are applying for deputation or short term contract.
25. Whether belong to SC/ ST.
26. (i) Address for correspondance : .....  
(in BLOCK LETTERS) : .....  
: .....  
: .....  
: .....  
: .....  
Pin Code : .....  
(ii) Telephone No. : (a) Office : .....  
(b) Residence : .....
27. Nearest Railway Station :
28. Permanent Address : .....  
(in BLOCK LETTERS) : .....  
Pin Code: .....  
Telephone Number : .....
29. Give below the names of two references (they must not be related to you) 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.
- (i) Name with full address :  
(ii) Name with full address :
30. Any other information you may wish to add :  
[ Like list of publications, Membership of :  
learned societies, awards and recognition, :  
etc. (in brief) ]
31. Details of Enclosures :

I have carefully gone through the **Advertisement** and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post.

**Place:**

**Date :**

**Signature of the candidate**

**CERTIFICATE**

(TO BE GIVEN BY THE HEAD OF ORGANISATION/OFFICE)

Certified that the particulars have been verified and found to be correct. It is also certified that no disciplinary / vigilance case is either pending or contemplated against the officer. Integrity of the officer is also verified.

**Place:**

**Date :**

**Signature of the Head of the  
Organization / Office with Office Seal**