

INDIAN COUNCIL OF PHILOSOPHICAL RESEARCH
(New Delhi)

Indian Council of Philosophical Research, an Autonomous Organization fully funded by Govt. of India, Ministry of Human Resource Development, invites applications for the following posts:

IMPORTANT DATES NOTE:

Opening date of Website Link icprecruiit.go4itest.com for Online Application . Applicants can type the link on the address bar of internet to open the online application or click on the link as provided in the Advt. in the Notice Board of ICPR Website.	6 th August, 2018 (10.00 a.m.)
Last date for filling up of the personal data in the online form, and uploading the photo and specimen signature	30 th August, 2018 (06.00 p.m.)

All the above dates are tentative and in case of any situation beyond control, these dates may be changed at any time. Information about such changes (s), if any, will be given on the ICPR's website. Candidates are advised to remain in touch with the website for information regarding this recruitment process and changes in the schedule, if any.

INDIAN COUNCIL OF PHILOSOPHICAL RESEARCH
Darshan Bhawan, 36, Tuglakabad Institutional Area,
M.B. Road, Near Batra Hospital, New Delhi-110062

Filling up of the vacancy

Applications are invited online from Indian Nationals for the following post :

Sl. No.	Post	Number of Vacancy with category	Pay Scale
1.	Assistant Librarian For Lucknow office	01 post (UR)	Pay in the Pay Matrix in Level-6 Rs.35,400-1,12,400 (revised pay scale as per 7 th CPC)
2.	Senior Accountant For Lucknow/Delhi office	01 post (UR) (anticipated vacancy)	Pay in the Pay Matrix in Level-6 Rs.35,400-1,12,400 (revised pay scale as per 7 th CPC)
3.	Senior Stenographer For Delhi/Lucknow	02 posts (UR & OBC)	Pay in the Pay Matrix in Level-6 Rs.35,400-1,12,400 (revised pay

	office		scale as per 7 th CPC)
4.	Assistant For Delhi office	01 post (UR) (anticipated vacancy)	Pay in the Pay Matrix in Level-6 Rs.35,400-1,12,400 (revised pay scale as per 7 th CPC)
5.	Caretaker For Delhi office	01 post (UR)	Pay in the Pay Matrix in Level-2 Rs.19,900-63,200 (revised pay scale as per 7 th CPC)
6.	Hindi Typist For Delhi office	(01 anticipated vacancy) (UR)	Pay in the Pay Matrix in Level-2 Rs.19,900-63,200 (revised pay scale as per 7 th CPC)

For more information please see the website of the Council www.icpr.in. The application in the prescribed format available in the Council's website may be submitted only by online before **August 30, 2018**.

Director (A&F)
ICPR

1. Details of vacancies/Pay Level & Reservation are as under:

Post Code	Name of the Post	Level as per Pay Matrix plus allowances as admissible under the Govt. rules	Total number of tentative vacancies	Vacancies reserved for SC/ST/OBC				Maximum age as on 30.08.2018
				SC	ST	OBC	UR	
01	Assistant Librarian	Level-6 Rs.35400-112400	1	-	-	-	1	40
02	Senior Accountant	Level-6 Rs.35400-112400	1	-	-	-	1	35
03	Senior Stenographer	Level-6 Rs.35400-112400	2	-	-	1	1	28
04	Assistant	Level-6 Rs.35400-112400	1	-	-	-	1	28
05	Caretaker	Level-2 Rs.19900-63200	1	-	-	-	1	28
06	Hindi Typist	Level-2 Rs.19900-63200	1	-	-	-	1	28

2. Essential Qualifications as on 30th August, 2018

Sr. No.	Post Code	Essential Qualifications/Experience	Method of Recruitment	Age Limit
1	01	High Second class Master's Degree & Degree in Library Science from a recognized University. (2) 5 years' experience in some reputed Library/ Documentation Centre.	By Direct Recruitment, failing which by transfer on deputation.	40 years 'Relaxations' Relaxable by 5 years for employees in Central and State Governments, Universities & Autonomous Bodies
2	02	A Bachelor's Degree of a recognized university having passed SAS or Bachelor's Degree in Commerce. (2) 5 years' experience of Finance, budget and accounts and audit work; or 5 years' experience in the post of Assistant dealing with finance and accounts in a scale of pay of not less than {Rs.5000-150-8000 (5 th CPC)/Rs.9300-34800+Rs.4200(GP) (6 th CPC)} in a Government Department or educational institution, autonomous organization etc.	By Direct Recruitment, failing which by transfer on deputation vacancy at Lucknow/Delhi.	35 years 'Relaxations' Relaxable by 5 yrs. For employees of Central & State Governments, universities & Autonomous Bodies
3	03	Bachelor's Degree of a recognized University. (2) A speed of 120 w.p.m./100 w.p.m. & 40 w.p.m. in shorthand & typing respectively. Preference will be given to those possessing proficiency in Hindi Stenography	By Direct Recruitment.	28 years 'Relaxations' Relaxable by 5 years for employees of Central & State Governments, Universities & Autonomous Bodies
4	04	A Bachelor's Degree of a recognized University. (2) at least 5 years' experience in a Government Department, educational or research institution, autonomous	By Direct Recruitment, failing which by transfer on deputation at ICPR Delhi office	28 years 'Relaxations' Relaxable by 5 years for

		organization, etc. of dealing with accounts and or/establishment matters. In case of Transfer on Deputation : (a) Person holding analogous posts or those in one grade lower in Government Departments, Educational and Research Institutions, Autonomous Bodies etc. with 5 years' service in the lower grade, having experience of Accounts and Establishment matters		employees of Central and State Governments, Universities and Autonomous Bodies
5	05	(i) Matriculation/Higher Secondary or equivalent qualification from a recognized Board or University. (ii) Desirable: Some experience of housekeeping job in the case of Caretaker.	By Direct Recruitment	28 years 'Relaxations' Relaxable by 5 years for employees of Central and State Governments, Universities and Autonomous Bodies
6	06	(i) Matriculation/Higher Secondary or equivalent qualification from a recognized Board or University. (ii) Typing Speed of 35 w.p.m. in English or 30 w.p.m. in Hindi on computer as the case may be.	By Direct Recruitment	28 years 'Relaxations' Relaxable by 5 years for employees of Central and State Governments, Universities and Autonomous Bodies

3. Candidates are required to furnish the following documents at the time of verification of documents:

- (i) Matriculation/Secondary Examination Certificate or an equivalent Certificate for Age proof;
- (ii) Final Mark Sheet/Degree as a proof of meeting educational qualification;
- (iii) Caste Certificate in the prescribed format of Government of India, if applicable;
- (iv) The departmental candidate, who requires age relaxation, should submit a certificate from his/her Employer in the prescribed format **Annexure-I**

- (v) Candidates may send an advance copy of application. However, advance application shall be entertained only when application **through proper channel (Forwarding Authority)** is received. It shall be necessary to furnish '**No Objection Certificate**' from the parent Department/present employer at the time of interview/test.

Before registering their applications on the link given at ICPR website i.e. www.icpr.in , the candidates should possess the following:

- a) Valid e-mail ID, which should remain valid for at least one year.
b) Candidates should have latest passport size photograph (jpg or jpeg file only upto 50 kb) as well as photograph of signatures in digital format (jpg or jpeg file only upto 20 kb) for uploading with the application form.

GENERAL TERMS & CONDITIONS

(i) The notified vacancies advertised are tentative. ICPR reserves the right to cancel/restrict/enlarge/modify the requirements advertised, if need so arise, without assigning any further notice or assigning any reason thereto.

(ii) Court of jurisdiction for any dispute will be at Delhi.

(iii) Candidates are advised to regularly visit ICPR website for updated information on the selection process. Any corrigendum/addendum/errata in respect of the above advertisement shall be made available only on our website www.icpr.in.

(iv) The candidates short-listed for interview/test will be informed by post, e-mail as well as notified in the Council's website. The Council will not be responsible for any postal delay.

(v) Original certificates should be produced only at the time of interview/test.

(vi) Canvassing in any form shall be considered a disqualification for employment in the ICPR.

(viii) The decision of the Competent Authority of ICPR in all matters relating to eligibility, acceptance or rejection of the applications, penalty for false information, mode of selection, conduct of examination(s) and typing test, allotment of examination centers, selection will be final and binding on the candidates and no enquiry/correspondence will be entertained in this regard.

(ix) Success in the examination confers no right of appointment unless it is satisfied after such enquiry as may be considered necessary

that the candidate is suitable in all respects of appointment to the service/post.

(x) Relaxation of age for SC/ST/OBC is applicable as per the decision of the Government of India.

(xi) Those who applied directly without submitting application online will not be accepted.

(xii) The terms and conditions of deputation will be regulated in accordance with OMs/Orders issued by the Department of Personnel & Training and as amended from time to time.

Note : *Those who are applying for the above post may submit their applications through only online and print out of the application along with the copies of the Certificates (self-attested) be forwarded to the ICPR office – Director (A&F), Indian Council of Philosophical Research, 36 Tughlakabad Institutional Area, M.B. Road, New Delhi – 110 062 immediately, before the closing date.*

sd/-

**Director (A&F)
ICPR, New Delhi**

Annexure-I

FORM OF CERTIFICATE TO BE SUBMITTED BY GOVT. EMPLOYEE SEEKING AGE
RELAXATION

(To be filled by the Head of the Office or Department in which the candidate is working)

(Please see Para 3(iv) of the Notice)

It is certified that Sh./Smt./Kum..... is a Central Government Civilian employee/State Govt. employee/employee of Autonomous Body holding the post of..... in the Pay Level.....(Rs.....) of Pay Matrix (as per 7th CPC) with 3 years regular service in the grade as on closing date (i.e. the last date for submission of online application).

Place:

Date:

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