



RECRUITMENT NOTIFICATION

ICMR-National Institute of Nutrition, Hyderabad invites online applications from the citizens of India for recruitment to the regular post of **Technical Officer-B (Group-A Level:10)** at ICMR-NIN, Hyderabad. Only those applications which are successfully filled through the website and found in order shall be accepted. Candidates should go through the Recruitment Notice carefully before applying for the post and ensure that they fulfill all the eligibility conditions like Age -Limit/Essential Qualifications (EQs)/Category etc. as indicated in this Notice. Candidature of applicants not meeting the eligibility conditions will be cancelled at any stage of the recruitment process without any notice. Candidature of Applicants shall be purely PROVISIONAL at all stages of the recruitment process.

Important timelines for the examination/test process will be as under:-

Opening date for online registration for filling up of online application in ICMR-NIN website.	01-09-2023
Closing date for online registration & submission of online applications	22-09-2023
Opening date for availability of admit cards for downloading from ICMR-NIN website.	Will be intimated
Date for Computer Based Test (CBT) for 80 Marks	Will be intimated

Information about vacancies, qualifications and other eligibility criteria, pay level, application process and methodology & other terms and conditions of the recruitment is given in the succeeding sections of these guidelines.

1. Registration/Examination fee:

- Persons with Bench mark Disabilities (PwBD): Exempted from payment of fee.
- SC/ST/Ex-servicemen/Women: **Rs.1000/-**plus Transaction Charges as applicable.
- For all others: **Rs.1200/-**plus Transaction Charges as applicable.
- ICMR employees are not exempted from Registration Fee.

Note: In case of cancellation of notifications due to administrative reasons, registration fee is "NON-REFUNDABLE".

2. Mode of payment:

The candidates can deposit the above application fee through online payment gateway available at the APPLICATION PORTAL using Debit/ Credit Card/ Net Banking.

3. Post Details:

Name of the Post : Technical Officer-B
Pay Matrix : Level: 10 of 7th CPC (Rs.56100-177500)
No. of Vacancies : 5 Posts
Reservation Category : OBC-1, UR-4
Age Limit : Not Exceeding 35 years

Post Code:	TO-B(1)
No. of Posts	03 (UR)
Discipline:	Food and Nutrition / Dietetics/Applied Nutrition/sports Nutrition
Essential Qualification:	1 st Class post graduate degree in Food and Nutrition / Dietetics/Applied Nutrition/sports Nutrition from a recognized University. Or 2 nd Class Post Graduate Degree with Ph.D in Food and Nutrition / Dietetics/Applied Nutrition/sports Nutrition from a recognized University. Or 2 nd class Bachelor's of Engg./Technical Degree in Food and Nutrition / Dietetics/Applied Nutrition/ Sports Nutrition from a recognized University with 1 year working experience in relevant area of work.
Desirable:	Two years working experience in food analysis or Dietary intake and Nutrient consumption analysis.

Post Code:	TO-B(2)
No. of Posts	01 (UR)
Discipline:	Analytical Chemistry
Essential Qualification:	1 st class post graduate degree in Analytical Chemistry from a recognized University. Or 2 nd class Post Graduate Degree with Ph.D Analytical Chemistry from a recognized University. Or 2 nd class Bachelor's of Engg./Technical Degree in Analytical Chemistry from a recognized University with 1 year working experience in relevant area of work.
Desirable:	Two years working experience in Mass Spectrometry, MSMS, ICPMS etc .

Post Code:	TO-B(3)
No. of Posts	01 (OBC)
Discipline:	Computer Science
Essential Qualification:	1 st class post graduate degree in Computer Science from a recognized University. Or 2 nd class Post Graduate Degree in Computer Science with Ph.D in Computer Science from a recognized University. Or 2 nd class Bachelor of Engg./ Bachelor of Technology (BE/B. Tech) Degree in Computer Science Engineering (CSE) from a recognized University with 1 year working experience in relevant area of work.
Desirable:	Two years working experience in development of web applications and UX/UI development.

Note: The date for determining age limit/eligibility in respect of Minimum Essential Qualification(s) shall be as on the prescribed closing date for submission of online applications i.e. 22.09.2023

4. Age relaxation:

- Upper age limit shall be determined as on the closing date for submission of online application i.e. 22/09/2023.
- Date of Birth as recorded in the Matriculation/Secondary Examination Certificate only will be accepted for determining the age and no subsequent request for change will be considered or granted.
- No age relaxation would be available to SC/ST/OBC/PwBD candidates applying for unreserved vacancies.
- Permissible relaxation of upper age limit as per Government orders for claiming age relaxation as on last date of receipt of application is as under:-

Cat. Code	Category	Age relaxation permissible beyond the Upper age limit
01	OBC	3 years
02	Central Govt. Civilian Employees	For GroupA&B posts
	1) Central Govt. Civilian Employees fulfilling the conditions as prescribed by DoPT, Govt. of India vide OM No.15012/2/2010-Estt.(D) dated 27 th March 2012 (General/Unreserved) who have rendered not less than 3 years regular and continuous service as on closing date for receipt of application.	5 years
	2) Central Govt. Civilian Employees (OBC) who have rendered not less than 3 years regular and continuous service as on closing date for receipt of application.	8 (5+3) years

Candidates working in the ICMR FUNDED PROJECTS continuously shall also be eligible for age relaxation up to five years or equivalent to the project service rendered by them, whichever is less; provided he/she has entered into the project service within the prescribed age limit for the post for which they are applying. The tenure of such candidates in the projects should be in continuation and there should be no gap in different tenures. In case of gap between two project service, the tenure of the first service shall be taken into account for consideration of the age relaxation. The candidates who had worked in the ICMR FUNDED PROJECTS far back and not presently working, shall not be considered for any age relaxation.

5. Conditions for seeking age relaxation, reservation, etc.

- A person seeking appointment on the basis of reservation must ensure that he/ she possesses the appropriate original caste/ community certificate and submit as and when called for by ICMR-NIN, Hyderabad before or after conduct of the Test or at any stage thereafter, otherwise their claims for age-relaxation, reservation etc. shall not be considered. The crucial date for this purpose will be the closing date for receipt of online applications. Candidates may also note in respect of the above that, their candidature will remain provisional till the veracity of the concerned document(s) is verified by the Appointing Authority.
- **For OBC applicants:** OBC applicants not covered under the Creamy Layer, as per the Standing Instructions of the Government of India as amended from time to time, seeking age-relaxation, reservation, etc. shall invariably submit the requisite Certificate as per format (**Annexure-I**). Further, he / she should not fall in creamy layer on the crucial date.

6. Instruction for Government Civilian Employees Applicants

- Govt. Civilian Employees (Central / State / UT / Autonomous / PSU / Statutory body etc organizations) should have rendered not less than 03 (three) years continuous service on regular basis (and not on ad-hoc /project contract basis) as on the closing date of receipt of applications of the Notice and should remain in Government Service holding civil post in any of the above offices till the candidate receives Offer of Appointment from the ICMR-NIN, Hyderabad against the current advertisement.
- For claiming the benefit of age relaxation, they shall invariably submit, the requisite Certificate as per Format at **Annexure-IV** from the Competent Authority and also submit a Declaration as and when called for by the ICMR-NIN, otherwise their claims for age-relaxation shall not be considered. Further, they would require furnishing “**NO OBJECTION CERTIFICATE**” and “**VIGILANCE CLEARANCE CERTIFICATE**” from their EMPLOYER at the time of VERIFICATION OF DOCUMENTS, failing which their candidature is liable to be cancelled at that very stage or at any stage of recruitment process

NOTE: Candidates should note that in case a communication is received from their employer by the ICMR NIN, Hyderabad withholding permission to the candidate applying for or appearing in the Test at any stage of recruitment process, their applications shall be rejected and candidature shall be cancelled.

7. Nationality/Citizenship: A candidate must be either:

A citizen of India, or

- a) Subject of Nepal, or
 - b) A subject of Bhutan, or
 - c) A Tibetan Refugee who came over to India, before the 1st January, 1962 with the intention of permanently settling in India, or
 - d) A person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka, East African Countries of Kenya, Uganda, the United Republic of Tanzania (Formerly Tanganyika and Zanzibar), Zambia, Malawi, Zaire, Ethiopia and Vietnam with the
 - e) Intention of permanently settling in India.
- Provided that a candidate belonging to categories (b), (c), (d) and (e) above shall be a person in whose favour a certificate of eligibility has been issued by the Government of India.
 - A candidate in whose case, a certificate of eligibility is necessary may be admitted to the Test, but the offer of appointment will be given only after, the necessary eligibility certificate has been issued to him/ her by the Government of India.

8. How to apply:

Carefully read the job advertisement or notification on the website of the institute i.e. www.nin.res.in to understand the eligibility criteria, including age limits, educational qualification (essential & desirable), experience requirements, and any other specific criteria mentioned for the position.

STEP-1: USER REGISTRATION

1. Visit the official website of the recruiting authority, which is www.nin.res.in.
2. On the website, look for the "ICMR-NIN Recruitment-2023" link. Click on it, and you will be redirected to the ICMR-NIN recruitment website.
3. Once on the ICMR-NIN recruitment website, locate and click on the "USER REGISTRATION" tab. This action will redirect you to the registration page.
4. On the "USER REGISTRATION" page, provide valid details as required in the registration form. Fill in all the necessary information accurately and completely.
5. Complete the registration process by following the instructions provided on the registration page. Double-check all the details you have entered before submitting the registration form.
6. On successfully completing the registration, a unique registration number will be generated. This registration number will be sent to the mobile number and email id provided by you during the registration process.

NOTE: The e-mail ID and mobile number are mandatory during entire recruitment process. Candidate should ensure that he/she has a valid personal e-mail ID, mobile number and aadhaar number. Candidate should note that the e-mail ID and mobile number are to be kept active during the entire recruitment process. The candidates should ensure that the email ID or mobile number details are not shared or disclosed to anybody. In case, a candidate does not have a valid personal e-mail ID, he/she should have his/her own email ID and mobile before applying online. Candidates are advised to check the application web site, mobile number and emails regularly for any updates.

STEP-II: USER LOGIN

1. Visit the official website of the recruiting authority, which is www.nin.res.in.
2. On the website, locate and click on the "ICMR-NIN Recruitment-2023" link. This link will direct you to the ICMR-NIN recruitment website.
3. Once on the ICMR-NIN recruitment website, look for the "LOGIN" or "SIGN IN" option. Click on it to access the login page.
4. On the login page, enter the details you received during the registration process. Typically, this includes your registration number and the password that was provided to you at the time of registration.
5. After entering the required information, click on the "LOGIN" or "SUBMIT" button to proceed.

STEP-III: FILL APPLICATION.

1. Click on the "FILL APPLICATION" option to access the application form.
2. Read the application form carefully and fill it out accurately and completely. Pay attention to details and ensure that you provide all the necessary information, including personal details, educational qualifications, work experience, and any other relevant information as required.

3. Double-check your entries before submitting the application form.
4. After filling out the application form, click on the "SUBMIT" or "PROCEED TO PAYMENT" button to proceed to the payment details page.

NOTE: Before filling up Online Application, a candidate must have his/her photograph and signature scanned as two different files in the .jpg format in such a manner that each file should not exceed 500 KB and must not be less than 20 KB in size as they have to be uploaded at the time of filling of online form.

STEP IV: - APPLICATION FEE PAYMENT

1. Click on the "FEE PAYMENT" option to proceed with the payment process.
2. Check the job advertisement or notification to confirm if there is an application fee mentioned. If an application fee is required, you will need to make the payment.
3. Choose the designated payment method, which is typically online through options such as Net Banking, Debit Card, or Credit Card. Select the preferred payment method and proceed to enter the necessary details.
4. Follow the instructions provided on the payment page to complete the transaction.
5. Once the payment is successfully processed, you will receive a payment receipt or confirmation. It is important to keep the payment receipt or proof for future reference.

9. Selection procedure: Examination & Syllabus:

Scheme of examination:

- Selections will be done on merit based on marks obtained in online Computer-Based Test (CBT) plus marks obtained in mandatory interview.

The scheme of marks for CBT and interview shall be as under:

- **Computer Based Test:** 80 marks
- **Interview** : 20 marks
- **Total Marks** : 100
- Marks scored by candidates in Computer Based Test will be normalized by using the formula published by the Govt of India, through Notice No: 1-1/2018-P&P-I dated 07- 02-2019 and such normalized scores will be used to determine final merit and cut-off marks.

Scheme of questions in the CBT shall be as under:

- Out of 80 questions, 60 will be related to the relevant subject of the post.
Post-1 : Food and Nutrition / Dietetics/Applied Nutrition/sports Nutrition.
Post-2: Analytical Chemistry
Post-3: Computer Science Engineering
- Out of 80 questions, 20 will be related to Computing skills, General Knowledge, Current Affairs, Common Sense, Analytical Skills, Statistics, General Awareness.
- The Computer Based Test (CBT) (in English language only) shall be held in Hyderabad; will consist of eighty (80) multiple choice questions (objective type). Each question shall carry one mark (1). There will be negative marking to the extent of 0.25 marks for each wrong answer to the objective type questions in the CBT. Duration of the CBT shall be 80 minutes. The venue and time of CBT will be intimated in the Admit Cards.
- 95 percent weightage will be given to the marks scored by the candidate in the CBT(Computer Based Test), and 5 percent weightage will be given for Research/Lab/Field/ experience in any Government recognized/approved/registered Institution or Organization obtained after meeting the Essential Qualification as prescribed in the recruitment/advertisement.
- The 5 percent weightage for Post Essential Qualification Research/Lab/Field experience in any Government recognized/approved/registered Institution or Organization will be added to the marks scored by the candidate in the CBT as mentioned below:

Relevant Experience	Weightage (marks)
>1 and up to 2 years	1
>2 and <4 years	2
>4 and <6 years	3
>6 and <8 years	4
>=8 years	5

- **Scheme of selection:**

On the basis of Computer Based Examination, candidates will be shortlisted category wise for further recruitment process i.e. scrutiny of their applications and documents to decide their eligibility as per applicable recruitment rules of the concerned post and followed by an interview.

The result of the online computer based test for short listing of the candidates will be uploaded through a notice on the website of ICMR-NIN i.e. www.nin.res.in.

The candidates applying for the Test should ensure that they fulfill all the eligibility conditions for admission to the Test. Their admission at all stages of the selection process will be purely provisional, subject to their satisfying the prescribed eligibility conditions. If, on verification, at any time before or after the written Test, it is found that they do not fulfill any of the eligibility conditions, their candidature for the Test, appointment or thereafter will be cancelled.

Note: The eligibility of the candidates based on educational qualification, age etc. as per recruitment rules prescribed in the notice will not be checked at this stage because no certificates/documents are being called from the candidates along with their online application forms.

10. Centre for Computer Based Test:
Hyderabad only.

11. Registration fee:

- Fee can be paid online through, Net Banking, by using Visa, Master card, Maestro, Credit or Debit cards.
- Online fee can be paid by the candidates up to the last date of the online application.
- Applications received without the prescribed fee shall not be considered and summarily rejected. No representation against such rejection will be entertained. Fee once paid shall not be refunded under any circumstances nor will it be adjusted against any other examination or selection.
- Candidates who are not exempted from fee payment must ensure that their fee has been deposited through any of the above modes. If the fee is not received, status of Application Form will be shown as "Incomplete" and this information will be printed on the top of the Application Form printout. Further, status of fee payment can be verified at the "Payment Status" link provided in the candidate's login screen. Such applications which remain incomplete due to non- receipt of fee will be SUMMARILY REJECTED and no request for consideration of such applications and fee payment after the period specified in the Notice of Test shall be entertained.

12. Admission to the Test:

- All candidates who register themselves in response to this advertisement by the closing date and time and whose applications are found to be in order and are provisionally accepted by the ICMR-NIN as per the terms and conditions of this Notice of Test will be assigned Roll numbers and issued Admit Card (AC) for appearing in the Computer Based Test (CBT). Subsequently, CBT qualified candidates will be issued Admit Card/Instructions, for the next stage of the recruitment process.
- ICMR-NIN, Hyderabad will not undertake detailed scrutiny of applications for the eligibility and other aspects at the time of Computer Based Test and, therefore, candidature will be accepted only provisionally. The candidates are advised to go through the requirements of educational qualification, experience, age etc. as per the requirements of the Post-category, they wish to apply for and satisfy themselves that they are eligible for the post(s). Copies of self-attested supporting documents along with print out of the online application form will be sought at the time of Scrutiny Stage from the shortlisted candidates for the said stage of scrutiny as per Selection Procedure and at the time of Document Verification. When scrutiny of documents is undertaken at any stage of the recruitment process, if any claim made in the application is not found substantiated, the candidature will be cancelled automatically and the ICMR-NIN decision shall be final.
- Admit Card for the Test will be uploaded on the website of the ICMR-NIN. Admit Card will not be issued by post for any stage of Test. Therefore, candidates are advised to visit the website of ICMR-NIN regularly for updates and information about the Test.

- Candidate must write his/her Registration-ID, Roll Number, registered Email-ID and Mobile Number along with his/ her name, date of birth and name of the Test, while addressing any communication to the ICMR-NIN, Hyderabad. Communication from the candidate not furnishing these particulars shall not be entertained.
- Candidate must bring printout of the Admit Card to the Examination Hall.
- In addition to the Admit Card, it is mandatory to carry at least two passport size recent color photographs (without cap and spectacle), Original valid Photo-ID proof having the Date of Birth as printed on the Admit Card, failing which they will not be allowed entry, such as:
 - ✓ Aadhaar Card/ Printout of E-Aadhaar,
 - ✓ Voter's ID Card,
 - ✓ Driving License,
 - ✓ PAN Card,
 - ✓ Passport,
 - ✓ Card issued by School/ College,
 - ✓ Employer ID Card (Govt./ PSU/ Private), etc
 - ✓ Any other photo ID card issued by the Central/State Govt.
- If Photo Identity Card does not have the Date of Birth then the candidate must carry an additional original certificate in proof of their Date of Birth. In case of mismatch in the Date of Birth mentioned in the Admission Card and photo ID / Certificate brought in support of Date of Birth, the candidate will not be allowed to appear in the Test.
- PwBD candidates using the facility of scribes shall also be required to carry required Medical Certificate / Undertaking / Photocopy of the Scribe's Photo ID Proof, as specified therein. Candidates without above noted documents will not be allowed to appear in the Test.
- Any other document mentioned in the Admit Card may also be carried by the candidates while appearing in the Test.
- Applications with blurred photograph and / or signature will be rejected.

13. Documents verification of the shortlisted candidates:

- ✓ All the candidates qualified for Document Verification are required to appear for Document Verification in the designated Office, along with the self-attested photocopies and original documents.
- ✓ Admission Card for Document Verification will be available in the website of ICMR-NIN.
- ✓ Candidates have to bring two passport size recent color photographs (without cap and spectacle) and one original Photo ID Proof as listed above, while appearing for the Document Verification.
- ✓ Candidates will have to produce original documents like:
 - Matriculation/ Secondary Certificate.
 - Educational Qualification Certificates, as per the requirement of the Post-category applied for
 - Order/ letter in respect of equivalent Educational Qualifications claimed, indicating the Authority (with number and date) under which it has been so treated, in respect of equivalent clause in Essential Qualifications, if a candidate is claiming a particular qualification as equivalent.
 - Experience Certificates, if any, required for the post.
 - Caste/Category Certificate, if he/she belongs to reserved categories.
 - OBC certificate issued in last one year will only be accepted.
 - Persons with Benchmark Disabilities Certificate in the required format, if applicable.
 - Relevant Certificate if seeking any age relaxation.
 - No Objection Certificate and Vigilance Certificate in case already employed in Government/ Government undertakings.
- ✓ A candidate who claims change in name after matriculation on marriage or remarriage or divorce, etc. the following documents shall be submitted:
 - ✓ In case of marriage of women: Photocopy of Husband's passport showing names of spouses or an attested copy of marriage certificate issued by the Registrar of Marriage or an Affidavit from husband and wife along with a joint photograph duly sworn before the Oath Commissioner;
 - ✓ In case of re-marriage of women: Divorce Deed/ Death Certificate as the case may be in respect of first spouse; and photocopy of present husband's passport showing names of spouse or an attested copy of marriage certificate issued by the Registrar of Marriage or an Affidavit from the husband and wife along with joint photograph duly sworn before the Oath Commissioner.
 - ✓ In case of divorce of women: Certified copy of Divorce Decree and Deed Poll/ Affidavit duly sworn before

the Oath Commissioner.

- ✓ In other circumstances for change of name for both male and female: Deed Poll/ Affidavit duly sworn before the Oath Commissioner and paper cuttings of two leading daily newspaper in original (One daily newspaper should be of the area of applicant's permanent and present address or nearby area) and Gazette Notification.
- ✓ Any other document specified in the Admission Card for Document Verification.
- ✓ Candidate should also submit one set of self attested photocopies of all the relevant documents produced for Document Verification.

IMPORTANT: Applicant(s) fail to submit any of the documents mentioned in the Annexures-I and education qualification documents at the time of verification their application will be rejected.

The eligible candidates will be allowed to sit in the written examination for which candidates will be informed through a notice on the website of the Institute containing therein the details regarding schedule of examination and the dates from which admit cards will be available for downloading. The Date of Examination, Centre of Examination, Roll Number and Instructions for candidates etc. will be intimated to the candidates in Admit Cards, which will be available on the website of ICMR-NIN website www.nin.res.in as per dates in the notice mentioned above.

14. Resolution of Tie cases:

In the event of tie in the normalized scores of candidates in the Computer Based Test, such cases will be resolved by applying following criteria, one after another, till the tie is resolved:

- a. First by using number of wrong answers / negative marks in the objective type written examination wherein the candidate(s) with less wrong answers / negative marks will be placed higher. If not resolved by (i) above, the aggregate percentage of marks obtained in 10+2 examination wherein a candidate with higher aggregate percentage (%) of marks will be placed higher in merit.
- b. If not resolved by (i) & (ii) above, the aggregate percentage of marks obtained in Matric standard, the candidate having higher aggregate percentage of marks (%) will be placed higher in merit.
- c. Date of Birth, with older candidates placed higher.
- d. Alphabetical order of names.

15. Reasons for rejection/cancellation of application/candidature:

Applications/candidature of applicants are liable to be cancelled/rejected at any stage of the Recruitment process in the event of all or any of the following:

- Applications being incomplete.
- Any variation in the Signatures (signatures done on the Print out of the Application Form and also on other Documents must be the same).
- Application without clear photograph and legible signature.
- Non-payment of Fees by the fee non-exempted candidates.
- Fee not paid as per instructions.
- Under-aged /over aged candidates.
- Not having the requisite educational qualification, experience, age as on the closing date of the application.
- Incorrect information or misrepresentation or suppression of material facts.
- For carrying prohibitive items to the Examination premises / Hall.
- Non-production of original certificates at the time of Document Verification.
- Candidates who are found in an inebriated condition in the Examination Hall.
- Any other irregularity.

16. ICMR-NIN and its Headquarters at New Delhi decision is final and binding:

The decision of the ICMR-NIN and its Headquarters in all matters relating to eligibility, acceptance or rejection of the applications, penalty for false information, mode of selection, conduct of Test(s), allotment of examination centre and preparation of merit list, debarment for indulging in malpractices, initial posting etc will be final and binding on the candidates and no enquiry / correspondence will be entertained in this regard.

17. Jurisdiction of Courts/Tribunals:

Any dispute in regard to this recruitment/selection process will be subject to Courts having jurisdiction at Telangana state.

18. Disqualifications:

No person, (a) who has entered into or contracted a marriage with a person having a spouse living; or (b) who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to the service, provided that Central Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for so doing, exempt any person from the operation of this rule.

Director, ICMR-NIN, Hyderabad.