

**INDIAN INSTITUTE OF ADVANCED STUDY
Rashtrapati Nivas, Shimla - 171 005**

ADVERTISEMENT NO. _____/2017

Applications are invited in the prescribed format from bonafide Indian citizens between 18-28 years of age for filling up of one post **(Un-Reserved)** Section Officer (Horticulture) in the pre-revised Pay Scale (PB-I 5200-20200 + 2800 Grade Pay). Essential qualification: B.Sc. with Botany having some experience in the field of Horticulture.

IMPORTANT GENERAL INSTRUCTIONS:

- (a) The Post is temporary but likely to continue and carry DA and CA/SCA at Central Government rates stationed at Shimla. Selected incumbent will be on probation for a period of two years and will be governed by the New Pension Scheme (NPS) applicable w.e.f. 1st January, 2004.
- (b) The filled in application form complete in all respects along with the required documents should be addressed to the Secretary, Indian Institute of Advanced Study, Rashtrapati Nivas, Shimla – 171005 (Himachal Pradesh). The applications along with Demand Drafts should reach within **30 days from the date of advertisement in the Employment News and other Newspapers respectively.**
- (c) Candidates already in service must apply through proper channel.
- (d) The applications should also be accompanied by Bank Draft/Demand Draft of Rs.500/- for General Category candidates and Rs.300/- for candidate belonging to reserved categories drawn on any nationalized bank payable at Shimla in favour of ***The Secretary, IIAS, Shimla.*** **Female candidates are exempted from the application fee as per Govt. of India rules.**
- (e) Candidates are required to submit self-attested copies of educational qualification(s), experience and certificate in support of (SC/ST/OBC) along with the application.
- (f) The envelope must be superscripted as **Application for the post of Section Officer (Horticulture).**

- (g) The Institute reserves the right to modify/alter/restrict/cancel the recruitment process, if need so arises, without issuing further notice or assigning any reason thereof.
- (h) The Institute reserves the right to shortlist the candidates based on qualification, experience and suitability followed by written/skill test and interview, if required.
- (i) Relaxation in age for reserved categories is applicable as per Govt. of India rules.

QUALIFICATION & EXPERIENCE:

Name of the Post	Age	Qualification
Section Officer (Horticulture)	Between 18-28 years	(i) B.Sc. with Botany with some experience in the field of Horticulture.

INVALID APPLICATIONS:

Candidates are requested to read all instructions thoroughly before sending their application. Otherwise, their application is likely to be **rejected** on one or more of the following reasons:

- (i) Application received after the closing date of Employment Notice.
- (ii) Application without signatures (or) signatures done in capital letters (or) different type of signatures at different places of the application.
- (iii) Copies of self-attested requisite certificates not enclosed.
- (iv) Application without colour photograph.
- (v) Application filled in a language other than Hindi/English.
- (vi) Application addressed to wrong addressee.
- (vii) Incomplete correspondence address and pin code of the applicant.

NOTE: PLEASE SEE PAGE NO.3 & 4 FOR APPLICATION FORM.

APPLICATION FORM FOR THE POST OF SECTION OFFICER (HORTICULTURE)

1. Name of the candidate :
(in Block letters)

Latest passport
size photograph
self attested

2. Father/ Mother Name :

3. Permanent address :

4. Address for correspondence :

5. Contact Details (Tel/Mobile/e-mail) :

6. (i) Date of Birth (as entered in the
Matriculation or Equivalent
Examination certificate :

DD MM YY

(ii) Age as on last day of
submission of application :

Years Months Days

**(For example if, the date of
birth of candidate is
(18.6.1994) then filled 21
years 6 months and 12-
days)**

7. Nationality :

8. Gender (Please specify) :

9. Category :

10. Marital Status :

11. Educational Qualification

Matriculation onwards

Exam Passed	Name of Board/University	Year of Passing	Total Marks	Marks obtained	%age

--	--	--	--	--	--

12. Experience, if any :

Sl. No.	Designation	Department	Nature of Work	Period From – to	
1.					
2.					
3.					
4.					
5.					

13. Whether the candidate is already in Govt. Service. : Yes/No

14. Details of application fee : Demand Draft No. _____
Date: _____
Amount: _____

“DECLARATION BY THE CANDIDATE”

I solemnly declare that the particular(s)/information(s) given by me in column No.1 to 14 above are true and correct to the best of my knowledge and nothing has been concealed there from. I further undertake that in the event of any of the particular(s)/information(s) given above is/are found to be incorrect/false at any stage, my candidature/appointment if so made be treated as cancelled/terminated and I shall not claim anything on the basis thereof.

Date: _____

(Signature of the Candidate)

Place: _____