



ICMR-National Institute of Immunohaematology
(Indian Council of Medical Research)
13th Floor, New Multistoreyed Building,
KEM Hospital Campus, Parel, Mumbai-400012

Advertisement No.: NIIH/01/AT/07/2025

Date: 25.07.2025

DIRECT RECRUITMENT TO VARIOUS ADMINISTRATIVE AND TECHNICAL POSTS IN ICMR-NIIH

The ICMR- National Institute of Immunohaematology (ICMR-NIIH), a research institute under the aegis of the Indian Council of Medical Research, Department of Health Research, Ministry of Health & Family Welfare, Government of India invites online applications from eligible Indian Citizens for various posts under Administrative and Technical cadre at Website Link : <https://joinicmr.in>. Only those applications filled through online mode using the link provided herewith and are found in order will be accepted. Candidates should go through the detailed notification carefully before applying for the post and ensure that they fulfill the eligibility conditions indicated in this notification. Candidature of the applicants not meeting the eligibility conditions will be cancelled at any stage of the recruitment process without any notice. Candidature of the applicants shall be purely PROVISIONAL at all stages of recruitment process. Details are as follows:

Important timelines for the examination/test for all the posts will be as under:

Website Link https://joinicmr.in opening date for online registration & submission of online applications	25.07.2025
Last date for online registration & submission of online applications	14.08.2025 (Closing at 23.59 hrs)
Opening date for availability of admit cards for downloading from ICMR-NIIH website	<u>Tentative schedule</u> : 2 nd week of September, 2025
Date of Computer Based Test (CBT) and Computer Proficiency/Skill Test	<u>Tentative schedule</u> : 3 rd & 4 th week of September, 2025

* For other updates on the vacancy notification, the ICMR and ICMR-NIIH websites may be visited regularly.

*The admit cards for the CBT will be available for downloading in ICMR-NIIH website until the day of CBT.

Details of vacancies with essential qualification:

Name of the Post	Assistant
Post Code	ASST01
Classification of Post	Group-B
Pay Matrix	Pay Matrix Level: Pay Level 6 of 7 th CPC (Rs.35400 – 112400)
Age Limit	Not exceeding 30 years i.e. Age must be between 18 to 30 years
No. of Vacancies & Reservation Category	1 post (UR)*
Educational and other Qualification	- Minimum 03 years Bachelor's degree in any discipline from a Recognized University/ Institution. - Working Knowledge of Computer (MS Office/ Power Point).

Name of the Post	Upper Division Clerk
Post Code	UDC02
Classification of Post	Group-C
Pay Matrix	Pay Matrix Level: Pay Level 4 of 7 th CPC (Rs.25500 - 81100)
Age Limit	Not exceeding 27 years i.e. Age must be between 18 to 27 years
No. of Vacancies & Reservation Category	1 post (UR)*
Educational and other Qualification	i. Degree from a recognized University or equivalent. ii. Typing speed of 35 w.p.m. in English or 30 w.p.m. in Hindi on Computer (correspond to 10500 KDPH / 9000 KDPH on an average of 5 key depressions for each word)

Name of the Post	Lower Division Clerk
Post Code	LDC03
Classification of Post	Group-C
Pay Matrix	Pay Matrix Level: Pay Level 2 of 7 th CPC (Rs.19900 - 63200)
Age Limit	Not exceeding 27 years i.e. Age must be from 18 to 27 years
No. of Vacancies & Reservation Category	1 post (UR)*
Educational and other Qualification	i. 12th class pass 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 (correspond to 10500 KDPH / 9000 KDPH on an average of 5 key depressions for each word)

Name of the Post	Personal Assistant
Post Code	PA04
Classification of Post	Group-B
Pay Matrix	Pay Matrix Level: Pay Level 6 of 7 th CPC (Rs.35400 – 112400)
Age Limit	Not exceeding 30 years i.e. Age must be between 18 to 30 years
No. of Vacancies & Reservation Category	1 post (UR)*
Educational and other Qualification	i. Minimum three years Bachelor's degree in any discipline from a recognized University / Institute with computer literacy; ii. 120 w.p.m speed in short hand (English or Hindi).

Name of the Post	Technical Assistant
Post Code	TA05
Classification of Post	Group-B
Pay Matrix	Pay Matrix Level: Pay Level 6 of 7 th CPC (Rs.35400 – 112400)

Age Limit	Not exceeding 30 years i.e. Age must be between 18 to 30 years
No. of Vacancies & Reservation Category	2 posts (OBC)*
Educational and other Qualification	1 st class three year Bachelor's degree in Biological Sciences / Biotechnology from a recognized University

Name of the Post	Technician-1
Post Code	TECH06
Classification of Post	Group-C
Pay Matrix	Pay Matrix Level: Pay Level 2 of 7 th CPC (Rs.19900 - 63200)
Age Limit	Not exceeding 28 years i.e. Age must be from 18 to 28 years
No. of Vacancies & Reservation Category	4 posts (UR-2, OBC-1, EWS-1)*
Educational and other Qualification	12th or Intermediate pass in Science subject with 55% marks from a Govt. recognized Board and at least one year Diploma in Medical Laboratory Technology (DMLT) from govt. recognized Institution

Name of the Post	Lab. Attendant-1
Post Code	LA07
Classification of Post	Group-C
Pay Matrix	Pay Matrix Level: Pay Level 1 of 7 th CPC (Rs.18000 - 56900)
Age Limit	Not exceeding 25 years i.e. Age must be from 18 to 25 years
No. of Vacancies & Reservation Category	1 post (UR)*
Educational and other Qualification	10th pass with 50% marks in aggregate from recognized board plus one year working experience in a govt. recognized / approved / registered Lab in respective field or trade certificate issued by govt agencies.

***The Director, ICMR-NIIH reserves the right to increase/decrease the number of vacancies in any category at any stage of recruitment. The Director, ICMR-NIIH also reserves the right to withdraw the advertisement at any stage without assigning any reason.**

ABBREVIATIONS: OBC–Other Backward Classes, UR – Unreserved, EWS – Economically Weaker Section.

HOW TO APPLY

- Candidates should apply only online mode through website Link <https://joinicmr.in> . No other means/mode of application will be accepted.
- Valid email id and mobile number is mandatory for online application process.

- Application fee (non–refundable) as mentioned below shall be applicable for applications to appropriate posts:

Name of post	UR/OBC/EWS	Women
Assistant	Rs. 2000/-	Rs. 1600/-
Upper Division Clerk		
Lower Division Clerk		
Personal Assistant		
Technical Assistant		
Technician-1		
Lab. Attendant-1		

- ICMR employees are not exempted from payment of application fee.
- Application fee is to be paid by candidates through online mode only during the application process. The fee once deposited will neither be refunded under any circumstances, nor can the fee be held in reserve for any other examination or selection.
- Candidates interested to apply for different posts should submit separate applications for each post and pay the applicable fees separately.
- The candidate who has applied for more than one post is required to indicate his/her Post-wise preference very carefully in his/her application.
- He/she would not be considered for any post, if he/she has not indicated his/her preference for such posts.
- Once the candidate has been given his/her first available preference, as per his/her merit, he/she will not be considered for any other options.
- Applications without the prescribed fees shall not be considered and would be summarily rejected. No representation against such rejection will be entertained.
- The candidates need to upload scanned copies of the following documents (original) along with their application as applicable:-
 - Proof of Date of Birth.
 - Proof of Category i.e. OBC NCL (**Annexure-I**)
 - Declaration to be furnished by OBC Candidates (**Annexure-II**)
 - Income and Asset Certificate for EWS candidates, in the prescribed format (**Annexure-III**)
 - Proof of Educational Qualifications from Class-X onwards.
 - Proof of Work Experience clearly mentioning start dates and end dates for each position held
 - No Objection Certificate for Government employees (**Annexure-IV**)
 - No Objection Certificate for Candidates working in ICMR Projects for the Post Code: TA05, TECH06 & LA07 (**Annexure-V**)
 - Proof of Experience for age relaxation for Central Government employees in the prescribed format (**Annexure-VI**)

- Trade/Skill Certificate
- Other documents, if any
- Applications which have blurred / no photographs, blurred / no signature / fee not received / incomplete application/ etc. will be rejected.
- Documents not uploaded on the portal will not be considered at a later date.
- All correspondences with the candidates shall be done only through their registered email id. All information regarding examination schedule/admit card etc. shall be provided through email and/or by uploading on Institute's website.
- Responsibility of receiving, downloading and printing of admit card/any other information shall be of the candidate.
- ICMR-NIIH will not be responsible for any loss of email sent, due to invalid/wrong email ID provided by the candidate or for delay/non-receipt of information if a candidate fails to access his/her mail/website in time.
- The candidates will be allowed to appear in the online computer-based test only if they possess valid photo admit card and original valid Photo-ID proof like Aadhaar Card/Pan card/Driving Licensee etc.
- Any other document mentioned in the Admit Card should also be carried by the candidates while appearing in the Test.
- In the event of any false information furnished or suppression of any material in the application coming to notice, at any time during the recruitment process or thereafter, of a person, his/her candidature/services would be liable to be terminated.

SELECTION PROCEDURE FOR THE POST OF ASSISTANT (ASST01)

Computer Based online screening examinations for the post of Assistant of the eligible candidates consisting two tiers (Tier -1: A Computer Based Test of MCQs and Tier-2: Computer Proficiency Test) will be held.

- The computer-based test (CBT) will be of MCQ type with a total of 100 questions as given below:

Sl. No.	Name of the post	Topic		Number of Questions	Marks	Remarks
1.	Assistant	Section - A	English Language	20	20	Cumulative time of 90 mins.
		Section - B	General Knowledge including Current Affairs	20	20	There shall be no section wise qualifying marks.
		Section - C	General Intelligence and Reasoning	20	20	
		Section - D	Computer Aptitude	20	20	
		Section - E	Quantitative Aptitude	20	20	
Total				100	100*	

** The Computer based test will be in English language for Section A and for Section B to E would be bilingual i.e. in English & Hindi language both.*

* The CBT carries negative marking; 1 mark shall be awarded for each correct answer and 0.25 marks shall be deducted for every incorrect answer. Questions from the subject matter will be of a level commensurate with the essential qualification.

- The minimum essential qualifying marks (Pass marks) to be obtained by the candidates in the CBT for the post of Assistant are given below:

Category	Minimum essential qualifying marks
UR/OBC/EWS	50%

- Candidates Shortlisted based on their performance in CBT shall be called for Computer Proficiency Test of 20 marks which is qualifying in nature. The minimum essential qualifying marks for test shall be 50% of the total marks prescribed (i.e. 10 marks) for all the candidates.

Name of the Test	Skill Set	Marks	Duration
Computer Proficiency Test	Word Processing, Excel Sheet, Generation of Slides etc. The Test will include: - Typing of a passage and/or other word processing exercises including a typing test in the speed of 45 w.p.m. in English or 40 w.p.m. in Hindi (13500 KDPH and 12000 KDPH respectively). - Preparation of Excel Sheet. - Preparation of Power Point Presentation and related exercises which are required in the normal day to day functioning of an Office.	20 marks	Cumulative time of 60 mins

- Weightage for ‘Post Qualification Relevant Experience’ (Maximum 5 marks)** – In addition, up to 5 marks will be accorded to candidates who possess ‘Post Qualification relevant Experience’ in any Government recognized or approved or registered Organization. The weightage marks for experience will be accorded as below:

Post Qualification Experience weightage table	
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

IMPORTANT NOTE regarding the post of Assistant:

- The CBT and Post Qualification Experience will carry a cumulative weightage of 100% and the Computer Proficiency Test is qualifying in nature.
- The Candidates based on their performance in CBT (only qualified) shall be called for Computer Proficiency Test in 1:10 ratio (10 candidates for every vacancy in respective category).
- The Scores of candidates in CBT will be considered for the final merit list only if the candidate qualifies the Computer Proficiency Test.

- The CBT scores carries a weightage of 95% and up to a maximum of 5 marks will be accorded for Post Qualification Experience. The sum arrived will have a weightage of 100% and shall be the final scores, from which the final merit list shall be prepared.

SELECTION PROCEDURE FOR THE POST OF UPPER DIVISION CLERK (UDC02) AND LOWER DIVISION CLERK (LDC03)

Computer Based online screening examinations for the post of Upper Division Clerk and Lower Division Clerk of the eligible candidates consisting two tiers (Tier -1: A Computer Based Test of MCQs and Tier-2: Computer Skill Test) will be held.

- The computer-based test (CBT) will be of MCQ type with a total of 100 questions as given below:

Sl. N o.	Name of the post	Topic		Number of Questions	Marks	Remarks
1.	Upper Division Clerk and Lower Division Clerk	Section - A	English Language	20	20	Cumulative time of 90 mins. There shall be no section wise qualifying marks.
		Section - B	General Knowledge including Current Affairs	20	20	
		Section - C	General Intelligence and Reasoning	20	20	
		Section - D	Computer Aptitude	20	20	
		Section - E	Quantitative Aptitude	20	20	
Total				100	100*	

* The Computer based test will be in English language for Section A and for Section B to E would be bilingual i.e. in English & Hindi language both.

* The CBT carries negative marking; 1 mark shall be awarded for each correct answer and 0.25 marks shall be deducted for every incorrect answer. Questions from the subject matter will be of a level commensurate with the essential qualification.

- The minimum essential qualifying marks (Pass marks) to be obtained by the candidates in the CBT for the post of Upper Division Clerk and Lower Division Clerk are as follows:

Category	Minimum essential qualifying marks
UR / EWS/OBC	50%

- Candidates for the post of Upper Division Clerk and Lower Division Clerk would shortlisted based on their performance in CBT and shall be called for Computer Skill Test which will be of qualifying in nature as below:

Name of the Test	Typing Speed	Key Depression
Computer Based Typing Test	35 w.p.m. in English or	(35 w.p.m. and 30 w.p.m. correspond to 10500 KDPH / 9000 KDPH on an average of 5 key depressions for each word)

	30 w.p.m. in Hindi	
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- **Weightage for ‘Post Qualification Relevant Experience’ (Maximum 5 marks)** – In addition, up to 5 marks will be accorded to candidates who possess ‘Post Qualification relevant Experience’ in any Government recognized or approved or registered Organization. The weightage marks for experience will be accorded as below:

Post Qualification Experience weightage table	
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

IMPORTANT NOTE regarding the post of Upper Division Clerk and Lower Division Clerk:

- The CBT and Post Qualification Experience will carry a cumulative weightage of 100% and the computer skill test is qualifying in nature.
- The Candidates based on their performance in CBT (only qualified) shall be called for Computer Skill Test in 1:10 ratio (10 candidates for every vacancy in respective category)
- The Scores of candidates in CBT will be considered for the final merit list only if the candidate qualifies the computer skill test.
- The qualifying marks of the skill test will be communicated on a later stage.
- The CBT scores will be converted to 95% and up to a maximum of 5 marks will be accorded for Post Qualification Experience. The sum arrived will have a weightage of 100% and shall be the final scores, from which the final merit list shall be prepared.

SELECTION PROCEDURE FOR THE POST OF PERSONAL ASSISTANT (PA04)

Computer Based online screening examination for the post of Personal Assistant of the eligible candidates consisting two tiers (Tier -1: A Computer Based Test of MCQs and Tier-2: Shorthand Test) will be held.

- The computer-based test (CBT) will be of MCQ type with a total of 100 questions as given below:

Sl. No.	Name of the post	Topic		Number of Questions	Marks	Remarks
1.	Personal Assistant	Section – A	English Language	20	20	Cumulative time of 90 mins. There shall be no section wise qualifying marks.
		Section – B	General Knowledge including Current Affairs	20	20	
		Section – C	General Intelligence and Reasoning	20	20	
		Section – D	Computer Aptitude	20	20	
		Section – E	Quantitative Aptitude	20	20	

Total	100	100*	
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* The Computer based test will be in **English language** for **Section A** and for **Section B to E** would be **bilingual i.e. in English & Hindi language both**.

* The CBT carries negative marking; 1 mark shall be awarded for each correct answer and 0.25 marks shall be deducted for every incorrect answer. Questions from the subject matter will be of a level commensurate with the essential qualification.

- The minimum essential qualifying marks (Pass marks) to be obtained by the candidates in the CBT for the post of Personal Assistant are given below:

Category	Minimum essential qualifying marks
UR/OBC/EWS	50%

- Candidates Shortlisted based on their performance in CBT shall be called for Shorthand Test which is qualifying in nature as below:

Type of Test	Topic	Remarks
Shorthand Test and Typing on computer in English or Hindi	Dictation: 10 Minutes at speed of 120 words per minute. Transcription: 60 minutes in English or 75 minutes in Hindi on computer.	Only Qualifying in Nature

- Weightage for ‘Post Qualification Relevant Experience’ (Maximum 5 marks)** – In addition, up to 5 marks will be accorded to candidates who possess ‘Post Qualification relevant Experience’ in any Government recognized or approved or registered Organization. The weightage marks for experience will be accorded as below:

Post Qualification Experience weightage table	
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

IMPORTANT NOTE regarding the post of Personal Assistant:

- The CBT and Post Qualification Experience will carry a cumulative weightage of 100% and the shorthand test is qualifying in nature.
- The Candidates based on their performance in CBT (only qualified) shall be called for shorthand Test in 1:10 ratio (10 candidates for every vacancy in respective category)
- The Scores of candidates in CBT will be considered for the final merit list only if the candidate qualifies the shorthand test.
- The qualifying marks of the shorthand test will be communicated on a later stage.

- The CBT scores will be converted to 95% and up to a maximum of 5 marks will be accorded for Post Qualification Experience. The sum arrived will have a weightage of 100% and shall be the final scores, from which the final merit list shall be prepared.

**SELECTION PROCEDURE FOR THE POST OF TECHNICAL ASSISTANT (TA05),
TECHNICIAN-1 (TECH06) AND LAB ATTENDANT-1 (LA07)**

The Computer based test (CBT) for the post of Technical Assistant, Technician-1 and Lab Attendant-1 of the eligible candidates will be of MCQ type with a total of 100 questions as given below:

Sl. No.	Name of the post	Topic		Number of Questions	Marks	Remarks
1.	Technical Assistant, Technician -1 and Lab Attendant-1	Section – A	English Language	10	10	Cumulative time of 90 mins.
		Section – B	General Knowledge including Current Affairs	10	10	There shall be no section wise qualifying marks.
		Section – C	General Intelligence and Reasoning	10	10	
		Section – D	Quantitative Aptitude	10	10	
		Section – E	Subject Knowledge/Skill test i.e. Basic Biology	60	60	
Total				100	100*	

* The Computer based test will be in **English language** for Section A and for Section B to E would be **bilingual i.e. in English & Hindi language both**.

* The CBT carries negative marking; 1 mark shall be awarded for each correct answer and 0.25 marks shall be deducted for every incorrect answer. Questions from the subject matter will be of a level commensurate with the essential qualification.

- The minimum essential qualifying marks (Pass marks) to be obtained by the candidates in the CBT for the post of Technical Assistant, Technician-1 and Lab Attendant-1 are given below:

Category	Minimum essential qualifying marks
UR/OBC/EWS	50%

- Weightage for ‘Post Qualification research/Lab Experience’ (Maximum 5 marks)** – In addition, up to 5 marks will be accorded to candidates who possess ‘Post Qualification research/Lab experience’ in any Government recognized or approved or registered Organization. The weightage marks for experience will be accorded as below:

Post Qualification Experience weightage table	
Research/Lab 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

IMPORTANT NOTE regarding the post of Technical Assistant, Technician-1 and Lab Attendant-1:

- The CBT and Post Qualification Experience will carry a cumulative weightage of 100%.
- The CBT scores will be converted to 95% and up to a maximum of 5 marks will be accorded for Post Qualification Experience. The sum arrived will have a weightage of 100% and shall be the final scores, from which the final merit list shall be prepared.

SYLLABUS:

CBT syllabus for the post of Assistant, Upper Division Clerk, Lower Division Clerk and Personal Assistant	
Topics	Syllabus
English language	Comprehension, One word substitution, Synonyms and Antonyms, Spelling error, spotting error in sentences, Grammar - Noun, Pronoun, Adjective, Verb, Preposition, Conjunction, Use of "A", "AN" and "THE", Idioms and Phrases.
General Knowledge including Current Affairs	Indian History, Indian Geography, Indian Economy, Indian Polity & Constitution, Science and Scientific Research, Awards, Sports, National and International Organizations/Institutions including ICMR, Current Affairs - India & World.
General Intelligence and Reasoning	Analogies - Symbolic/Number Analogy, Semantic Analogy, Figural Analogy, Similarities and differences, word building, relation concepts, visual memory, discrimination, observation, relationship concepts, Arithmetic number series, Semantic series, Number series. Coding and Decoding-small & Capital Letters/numbers coding, decoding and classification.
Computer Aptitude	Characteristics of Computer, Computer Organization including RAM, ROM, File System, Input Devices, Computer Software - Relationship between Hardware and Software, Operating System, MS-Office (exposure of Word, Excel/spread sheet, Power Point), Information Technology Act, Digital Signatures, Application of Information Technology in Government for E-Governance, Mobile/Smartphone's Information Kiosks.
Quantitative Aptitude (Maths)	Number System, Decimals, fractions, LCM, HCF, Ratio and Proportions, Percentage, Average, Profit and Loss, Simple & Compound Interest. Time and work, Time and distance, Mensuration (2D and 3 D), Algebra, Data interpretation, Table & Graphs etc.

CBT syllabus for the post of Technical Assistant, Technician-1 and Lab Attendant-1	
Topics	Syllabus
English language	Comprehension, One word substitution, Synonyms and Antonyms, Spelling error, spotting error in sentences, Grammar - Noun, Pronoun, Adjective, Verb, Preposition, Conjunction, Use of "A", "AN" and "THE", Idioms and Phrases.
General Knowledge including Current Affairs	Indian History, Indian Geography, Indian Economy, Indian Polity & Constitution, Science and Scientific Research, Awards, Sports, National and International Organizations/Institutions including ICMR, Current Affairs - India & World.
General Intelligence and Reasoning	Analogies - Symbolic/Number Analogy, Semantic Analogy, Figural Analogy, Similarities and differences, word building, relation concepts, visual memory, discrimination, observation, relationship concepts, Arithmetic number series, Semantic series, Number series. Coding and Decoding-small & Capital Letters/numbers coding, decoding and classification.

Quantitative Aptitude (Maths)	Number System, Decimals, fractions, LCM, HCF, Ratio and Proportions, Percentage, Average, Profit and Loss, Simple & Compound Interest. Time and work, Time and distance, Mensuration (2D and 3 D), Algebra, Data interpretation, Table & Graphs etc.	
Subject Knowledge/Skill test i.e. Basic Biology	For Technical Assistant	Molecular Biology Biotechnology Immunology
	For Technician- 1	Molecular Biology, Immunology, DMLT
	For Lab Attendant- 1	Botany, Zoology, Medical Terminology, Basic Laboratory Techniques etc.

Note:

1. The difficulty level of the examination for the identical Syllabus of all the post will be of a level commensurate with the essential qualification.
2. The expenses for appearing to the all the above tests should be borne by the candidates, ICMR-NIIH will not be entitled to reimburse any of such expenses.

CITIES /CENTRES FOR COMPUTER BASED TEST

- The list of exam centres will be announced later through NIIH & ICMR websites.

CITIES /CENTRES FOR COMPUTER PROFICIENCY TEST AND COMPUTER SKILL TEST

- The list of exam centres will be announced later through NIIH & ICMR websites.

TERMS AND CONDITIONS FOR ALL THE POSTS

NATIONALITY

- The applicant must be a citizen of India.

AGE LIMIT

- Upper age limit shall be determined as on the closing date for submission of online application.
- 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 candidates applying for unreserved vacancies.
- Candidate working in ICMR funded projects continuously shall also be eligible for age relaxation up to five years for the Post Code: TA05, TECH06 & LA07, provided he/she has entered into project service within the prescribed age limit for the post. No objection certificate in the prescribed format at Annexure V should be submitted.
- 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	
02	OBC	3 years	
06	Central Govt. Civilian Employees	For Group A&B posts	For Group C 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	Upto 40 years of age
	2) 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 (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	Upto 43 (40+3) years of age

Note:

- I. **The age relaxation for reserved category applicants is admissible only in the case of vacancies being reserved for such categories. The reserved category applicants, who apply against unreserved vacancies, will get age relaxation only to the extent it is available to UR category candidates.**
 - II. **Applicants may check their eligibility for seeking relaxation in Upper Age Limit carefully. If eligible, they are required to fill appropriate Category Code as applicable to them.**
- **Conditions for seeking age relaxations to Government Civilian Employees applicants:-**

Departmental candidates and central government employees should have rendered not less than 03 (three) years continuous service on regular basis (and not on ad-hoc /project contract basis) in the same line or allied cadre 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 ICMR-NIIH against the current advertisement. For claiming the benefit of age relaxation, they shall invariably submit, the requisite Certificate as per the prescribed format from the Competent Authority and also submit a Declaration as and when called for by ICMR-NIIH, otherwise their claims for age-relaxation shall not be considered. Further, they would require furnishing “NO OBJECTION CERTIFICATE” (Annexure II) & “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 ICMR-NIIH withholding permission to the candidate applying for or

appearing in the test or at any stage of recruitment process, their applications shall be rejected and candidature shall be cancelled.

PROBATION:

- The period of probation will be Two years for all the posts from date of joining. Other terms and conditions regarding probation will be as per the rules of ICMR/GOI issued from time to time.

OTHER TERMS AND CONDITIONS:

- Category once filled in the application form cannot be changed and no benefit of other category will be admissible later on.
- OBC certificate for the purpose of age relaxation will mean “PERSONS OF OBC CATEGORY NOT BELONGING TO CREAMY LAYER” as defined in DoPT’s OM No. 36012/22/93-Estt (SCT) dated 08.09.1993, modified vide OM No. 36033/3/2004-Estt (res) dated 09.03.2004 and 14.10.2008 and subsequently revised vide OM NO. 36035/1/2013-Estt. (Res.) dated 27.05.2013. The closing date for receipt of application will be treated as the date of reckoning for OBC status of the candidate and also for assuming that the candidate does not fall in the Creamy Layer on the reckoning date. OBC candidates must, therefore, furnish valid and updated OBC certificate in the prescribed format given in **Annexure-I** which should specifically include the clause regarding “Exclusion from the Creamy Layer”. In order to get age relaxation, they have to furnish a declaration in the prescribed format given in **Annexure – II**.
- The OBC candidates who belong to "Creamy Layer" have to indicate their category as General.
- The candidates belonging to the EWS category should submit the Income and Asset Certificate in the prescribed format, as applicable (**Annexure-III**). All the terms and conditions in respect of reservation for Economically Weaker Sections (EWSs) in civil posts and services in the Government of India shall be regulated in terms of DoPT OM No.36039/1/2019-Estt(Res.) dt.19.01.2019 and OM of even number dated 31.01.2019 as amended from time to time. The Income and Asset Certificate should be valid for the year 2024-25.
- The candidates working in the Central/State Government Departments/Public Sector Undertaking etc. should submit “No Objection Certificate and Vigilance Clearance Certificate” failing which the application will be summarily rejected. (**Annexure-VI**).
- Candidates working in the ICMR Funded Projects should submit “No Objection Certificate” in the prescribed format (**Annexure-V**).
- The departmental candidate, who requires age relaxation, should submit a certificate from his/her Employer (**Annexure-VI**).
- The term departmental candidate means those candidates who are currently working as permanent employees with Central Government including ICMR.
- The Competent Authority reserves all the rights regarding the exam venue. No requests/correspondences for venue change etc would be entertained. The name of the exam center & date/time shall be informed later.
- No enquiries/correspondence shall be entertained.

- All the posts carry all India transfer liability. The selected candidates may be posted at any of the Institutes/Centres/Field Units under the control of ICMR/ICMR-NIIH. The selected candidates can be given offer of appointment with directions to report at ICMR-NIIH, Mumbai. No TA/DA shall be considered in this case.
- No request for specific posting/transfer on or after selection would be entertained.
- Benefit of new structured defined contributory pension system is admissible for new entrants as per provision contained in the Ministry of Finance, Department of Economic Affairs (ECB & PR Division), Notification No. 5/7/2003-ECB & PR dated 22.12.2003 effective from 01.01.2004.
- Any canvassing by or on behalf of the candidate or bringing political or other outside influence with regard to the selection/recruitment amounts to unfair practice and shall lead to disqualification.
- The Experience Certificate (Work Experience) should be issued by the competent authority of the government recognised/approved/registered institution etc. and must be clear with Name, Designation, period of work experience (From – to), nature of duties performed etc. by the candidate.
- Educational qualifications should be from a recognised board/organization/institute of repute and experience should be in a government recognised/ approved/ registered institution.
- Only post qualification experience shall be taken into consideration
- As the Government of India has dispensed with the holding of interview for Group ‘B’ and ‘C’ (non-gazetted) posts, there will be no interview for such posts.
- No person (a) who is entered into or contracted 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 the Central Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and other party to the marriage and there are other grounds for so doing, exempt any person from the operation of this rule.
- The outstation candidates will have to make their own arrangement to stay as per the schedule of the online written examination/Skill Test. No TA/DA or accommodation facilities would be given to any candidates for appearing the online written examination/Skill Test.
- The candidates applying in response to this advertisement, in their own interest, are advised that they should satisfy themselves regarding their eligibility for the post applied for. They must ensure that they fulfil all the eligibility criteria viz. age limit, essential qualification, experience, reservation etc. as on the last date of receipt of application. In case, at any stage of recruitment or even after appointment, it has come to the notice that any of candidates does not fulfil the required qualifications in respect of the above mentioned eligibility criteria or has furnished any wrong or false or misleading information in the application form or has suppressed any material fact(s) or is not eligible otherwise, his/her candidature will automatically stand cancelled without assigning any reason or notice thereof irrespective of his/her marks obtained in the test and no enquiry/request/correspondence will be entertained in this regard.

- It is the responsibility of the candidates to visit ICMR/NIIH websites for any updates in the recruitment process. ICMR-NIIH will not be responsible for information available from any other sources.
- Court of jurisdiction for any dispute will be at Mumbai.

The Director, ICMR-NIIH reserves the right to: -

- Decide all matters relating to eligibility, acceptance or rejection of the applications, penalty for false information, mode of selection, conduct of examination(s), allotment of examination centers, fix criteria for screening application so as to limit the number of candidates to be called for written test, deciding cutoff of the candidates to be called for skill test, selection etc will be final and binding on the candidates no enquiry/ correspondence will be entertained in this regard. Merely fulfilling the essential qualification and requisite experience by the candidate or issue of Admit card, success in examination does not confer any right to be called for the computer-based test or imply acceptance of candidature.
- Increase/decrease/delete the number of vacancies in any category and at any stage of selection process.
- Fill up or not to fill up any/all of the advertised positions without assigning any reasons thereof.
- Cancel/terminate/suspend the recruitment process without assigning any reasons. The Decision of Director, ICMR-NIIH in all matters will be final and no appeal will be entertained.
- Rectify any inadvertent error or omission in the advertisement, at any stage of the recruitment process by notifying it on the ICMR/NIIH websites.

DIRECTOR

**FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES (OBC) APPLYING FOR
APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA**

This is to certify that Shri/Smt./Km* _____ son/ daughter of _____
of village _____
District/Division _____ in the _____ State
_____ belongs to the _____ Community which is
recognized as a backward class under:

- i) Resolution No. 12011/68/93- BCC dated the 10th September, 1993, published in the Gazette of India Extraordinary - Part I, Section I, No. 186 dated 13th September, 1993.
- ii) Resolution No. 12011/9/94-BCC, dated 19.10.1994 published in Gazette of India extraordinary Part I Section I No. 163, dated 20th October, 1994.
- iii) Resolution No. 12011/7/95-BCC dated the 24th May 1995 Published in the Gazette of India extraordinary Part-I Section I No. 88 dated 25th May, 1995.
- iv) Resolution No.12011/96/94-BCC dated 9th March, 1996.
- v) Resolution No. 12011/44/96-BCC, dated the 6th December, 1996, published in the Gazette of India - Extraordinary-part I, Section-I, No. 210, dated the 11th December, 1996.
- vi) Resolution No.12011/13/97-BCC dated 3rd December, 1997.
- vii) Resolution No.12011/99/94-BCC dated 11th December, 1997.
- viii) Resolution No.12011/68/98-BCC dated 27th October, 1999.
- ix) Resolution No.12011/88/98-BCC dated 6th December, 1999, published in the Gazette of India, Extra Ordinary Part-I, Section-I No.270, 6th December, 1999.
- x) Resolution No.12011/36/99-BCC dated 4th April, 2000, published in the Gazette of India, ExtraOrdinary Part-I, Section-I, No.71 dated 4th April, 2000.
- xi) Resolution No.12011/44/99-BCC dated 21.9.2000, published in the Gazette of India, Extra Ordinary Part-I, Section-I, No.210 dated 21.9.2000.

Shri /Smt./Km. _____ and/or his family ordinarily reside(s) in the _____
District/Division of the _____ State.

This is also to certify that he/she does not belong to the persons/sections (Creamy Layer) mentioned in Column 3 of the Schedule to the Government of India, Department of Personnel and Training O.M. No. 36012/22/93 - Estt.(SCT) dated 8.9.1993 and modified vide Govt. of India, DOP&T O.M.No.36033/3/2004 dated 09.03.2004 and 14.10.2008.

Dated:

District Magistrate or
Deputy Commissioner etc.
Seal:

NOTE-I:(a) The term 'Ordinarily' used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

(b) The authorities competent to issue Caste Certificate are indicated below :-

- (i) District Magistrate/Additional Magistrate/Collector/Dy. Commissioner/ Additional Deputy Commissioner/Deputy Collector/1st Class Stipendary Magistrate/ Sub-Divisional Magistrate/Taluka Magistrate/ Executive Magistrate/Extra Assistant Commissioner (not below the rank of 1st Class Stipendiary Magistrate).
- (ii) Chief Presidency Magistrate /Additional Chief Presidency Magistrate/ Presidency Magistrate.
- (iii) Revenue Officer not below the rank of Tehsildar.
- (iv) Sub- Divisional Officer of the area where the candidate and/or his family resides.

NOTE- II: The closing date for receipt of application will be treated as the date of reckoning for OBC status of the candidate and also, for assuring that the candidate does not fall in the creamy layer. The OBC candidates should furnish the relevant OBC Certificate in the prescribed format prescribed for Central Government jobs issued by the competent authority on or before the Closing Date as stipulated in the Notice.

**FORM OF DECLARATION/UNDERTAKING TO BE SUBMITTED BY OBC CANDIDATE (IN ADDITION TO THE
COMMUNITY CERTIFICATE)**

I, _____ Son/Daughter of Shri _____ resident
of _____ village/town/city

_____ District _____

_____ State _____ hereby declare that I belong to the

_____ community which is recognized as a backward class by the

Government of India for the purpose of reservation in Service admission in Central Govt. institutions as per orders contained in the Department of Personnel and Training Office Memorandum No. 36012/22/93-Estt.(SCT) dated 08th September, 1993. I also declare that I do not belong to the persons/sections (Creamy Layer) mentioned in Column 3 of the Schedule to the above referred Office Memorandum dated 08th September, 1993, which is modified vide Department of Personnel and Training Office Memorandum No. 36033/1/2013-Estt. (Res.) dated 14th September, 2017

Signature of Candidates: _____

Full Name: _____

Correspondence Address: _____

Place:

Date:

Government of
(Name & Address of the authority issuing the certificate)

INCOME & ASSEST CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS

Certificate No. _____

Date: _____

VALID FOR THE YEAR _____

This is to certify that Shri/Smt./Kumari _____ son/daughter/wife of _____ permanent resident of _____, Village/Street _____ Post. Office _____ District _____ in the State/Union Territory _____ Pin Code _____ whose photograph is attested below belongs to Economically Weaker Sections, since the gross annual income* of his/her 'family'** is below Rs. 8 lakh (Rupees Eight Lakh only) for the financial year _____. His/her family does not own or possess any of the following assets*** :

- I. 5 acres of agricultural land and above;
- II. Residential flat of 1000 sq. ft. and above;
- III. Residential plot of 100 sq. yards and above in notified municipalities;
- IV. Residential plot of 200 sq. yards and above in areas other than the notified municipalities.

2. Shri/Smt./Kumari _____ belongs to the _____ caste which is not recognized as a Scheduled Caste, Scheduled Tribe and Other Backward Classes (Central List)

Signature with seal of Office _____
Name _____
Designation _____

Recent Passport size
attested photograph of
the applicant

*Note 1: Income covered all sources i.e. salary, agriculture, business, profession, etc.

**Note 2: The term "Family" for this purpose include the person, who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years

***Note 3: The property held by a "Family" in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.

G. Prasad

(To be produced on the Letter Head of the Department and to be filled by the Head of the Department in which the candidate is working)

NO OBJECTION CERTIFICATE

1. It is certified that Mr./Mrs./Miss/Dr. _____
(designation) _____ is working in the permanent capacity with effect from _____. The particulars furnished by him/her in the application form are correct and he/she possesses educational qualification and experience mentioned in the Vacancy Circular no. _____ dated _____. **This organization has no objection in his/her applying to the post of _____ as mentioned in the above stated circular.**
2. It is certified that his/her Pay Level is _____. He/She is drawing a Basic Pay of Rs. _____. He/her next increment is due on _____.
3. It is certified that in the event of selection of Mr./Mrs./Miss/Dr. _____ to the post of _____ at ICMR-NIIH, Mumbai, he/she shall be relieved within a period of 01 month of issue of Appointment letter to Mr./Mrs./Miss/Dr. _____ by ICMR-NIIH.

Place:

Date:

Signature _____

Name _____

Designation _____

Seal of the office _____

(To be produced on the Letter Head of the Department and to be filled by the Head of the Department in which the candidate is working)

NO OBJECTION CERTIFICATE

It is certified that Shri/Smt/Kum. _____
(Designation) _____ is working in the project entitled
“_____”. This organization has no objection for his/her
applying to the post of “_____” as mentioned in the ICMR-NIIH
Advertisement No. NIIH/01/AT/07/2025.

Signature _____

Name _____

Designation_____

Tel No _____

Office Seal _____

(To be produced on the Letter Head of the Department and to be filled by the Head of the Department in which the candidate is working)

Format of certificate to be submitted by Central Government Employees seeking age relaxation

It is certified that Shri/Smt/Kum. _____ is a Central Government employee holding the post of _____ in the Pay Scale/Pay Level of Rs. _____ with 03 years regular/continuous service in the grade as _____ w.e.f. _____.

2. There is no objection to his/her appearing for the post of _____ and document verification for the said recruitment.

Signature _____

Name _____

Designation _____

Tel No _____

Office Seal _____