



INSTITUTE OF NANO SCIENCE AND TECHNOLOGY
(An Autonomous Research Institute of the Department of Science and
Technology, Government of India)
Knowledge City, Sector-81, SAS Nagar, Mohali-140306, Punjab

No. 3(1)/2024-INST

Dated: 25th June, 2024

Call for applications / nominations for appointment of Director, INST, Mohali

Institute of Nano Science and Technology (Department of Science and Technology, Government of India), Mohali (Punjab) is an autonomous research Institute focusing on R&D of specific areas in Nano Science and Technology leading to new phenomena, processes, products and devices.

INST invites applications / nominations for the post of Director in the Pay Level-17, Rs. 2,25,000/- (fixed) with allowances as per Central Government Rules. The ideal candidate will be a dynamic leader with substantial experience and achievements in the area of nano science and technology and with a clear vision for a new institution dedicated to this field of research in the country.

The Director will be appointed after obtaining the approval of the Competent Authority based on the recommendations made by a high level Search-Cum-Selection Committee. The Search-cum-Selection Committee will consider applications received in the response to this advertisement as well as nominations received from eminent academic persons like fellows of prestigious national science and engineering academies, directors of national R&D laboratories and vice-chancellors of universities. The Committee can consider those who may not have applied for the post after considering all the applications and nomination and finding that no candidate is suitable. The Search-cum-Selection Committee can also invite a person of high repute for appointment. The committee may consider relaxing the experience requirement by a few years in case of highly deserving candidates (as per Institute rules).

The incumbent will be appointed on Direct Recruitment / Deputation, including short term contract / Re-employment for a period of 3 to 5 years or on attaining the age of superannuation as per extant government instructions (60 years at present), whichever is earlier.

Age Limit – Not exceeding 56 years. The crucial date of determining the age limit shall be 01.01.2024.

Applications should be sent by post to “The Chief Finance & Administrative Officer, Institute of Nano Science and Technology, Knowledge City, Sector - 81, SAS Nagar, Mohali-140306, Punjab” in the prescribed format along with self attested photocopies of certificates in support of Age, Qualifications and Experience so as to reach the above mentioned address latest by 06.08.2024 (The last date of receipt of applications from candidates of Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu and Kashmir State Lahaul and Spiti District and Pangri Sub Division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands and Lakshadweep will be 21.08.2024). In case of nominations, the eminent persons nominating a candidate may forward the candidate’s application along with recommendations by post so as to reach the above address by 21.08.2024.

Detailed advertisement is available at the website of INST viz. www.inst.ac.in

Chief Finance and Administrative Officer, INST, Mohali



नैनो विज्ञान एवं प्रौद्योगिकी संस्थान

(विज्ञान एवं प्रौद्योगिकी विभाग, भारत सरकार का एक स्वायत्त अनुसंधान संस्थान)

नॉलेज सिटी, सेक्टर - 81, एस.ए.एस. नगर, मोहाली - 140306, पंजाब

INSTITUTE OF NANO SCIENCE & TECHNOLOGY

(An Autonomous Research Institute of the Department of Science and Technology, Government of India)



वसुधैव कुटुम्बकम्

ONE EARTH • ONE FAMILY • ONE FUTURE

F.No. 3(1)/2024-INST

Dated: 25.06.2024

Call for applications / nominations for appointment of Director

Institute of Nano Science and Technology (Department of Science and Technology, Government of India), Mohali (Punjab) is an autonomous research Institute focusing on R&D of specific areas in Nano Science and Technology leading to new phenomena, processes, products and devices.

INST invites applications / nominations for the post of **Director in the Pay Level-17, Rs. 2,25,000/- (fixed) with allowances as per Central Government Rules**. The ideal candidate will be a dynamic leader with substantial experience and achievements in the area of nano science and technology and with a clear vision for a new institution dedicated to this field of research in the country.

The Director will be appointed after obtaining the approval of the Competent Authority based on the recommendations made by a high level Search-Cum-Selection Committee. The Search-cum-Selection Committee will consider applications received in the response to this advertisement as well as nominations received from eminent academic persons like fellows of prestigious national science and engineering academies, directors of national R&D laboratories and vice-chancellors of universities. The Committee can consider those who may not have applied for the post after considering all the applications and nomination and finding that no candidate is suitable. The Search-cum-Selection Committee can also invite a person of high repute for appointment. The committee may consider relaxing the experience requirement by a few years in case of highly deserving candidates (as per Institute rules).

A	Name of the Post	Director
B	Scale of Pay	Pay Level-17, Rs. 2,25,000 (fixed) with allowance as per Central Government Rules
C	Mode of Recruitment	Direct Recruitment / Deputation, including short term contract / Re-employment
D	Whether Selection Post or Non-Selection Post	Selection
E	Tenure	3 to 5 years or on attaining the age of superannuation as per extant government instructions (60 years at present), whichever is earlier
F	Age Limit	Not exceeding 56 years. The crucial date of determining the age limit shall be 01.01.2024
G	Age of Superannuation	60 years or as laid down by Government of India from time to time
H	Probation Period	1 Year
I	Qualifications	
	Essential	Doctorate in natural sciences/ medical sciences/ pharmacy/agricultural sciences/ engineering/nano science and technology from a recognized university

	Desirable	<ul style="list-style-type: none"> (i) Post-doctoral research (ii) Original published work of high standard (iii) Evidence of high professional eminence by way of recognitions like fellowship of academies, national/international awards in science etc. (iv) Evidence of Patents / Technology - transfer.
J	Experience	
	(i) Essential for Direct Recruitment	<ul style="list-style-type: none"> (a) At least 25 years of experience in R&D in industrial and academic institutions and / or Science and Technology organizations such as IITs/NITs etc. or as faculty / Scientist / Technologists of recognized national / international universities / research institutes / corporate R&D Labs etc. out of which at least 6 years should be in managerial / administrative capacity for science & technology / R&D programmes, planning and development, budget & finance, coordination and such organizational matters. (b) R&D experience in nano science and technology
	(ii) for Deputation / Contract	<p><u>In case of deputation/ contract:</u></p> <ul style="list-style-type: none"> (a) Scientists or Technologists working in the Central / State Government / Universities / Recognized Research Institutions/Semi-Government, Statutory or Autonomous Organisations in India <ul style="list-style-type: none"> (i) holding analogous posts; or (ii) with 1 year regular service in the post at Pay Level-16 with Basic: Rs. 205400/- revised as per 7th CPC / (Rs. 75500-80000 : Pre- revised as per 6th CPC) Grade (HAG+) or equivalent; or (iii) 3 years regular service in the post in the Pay Level-15 with Basic : Rs. 182200/- revised as per 7th CPC / (Rs. 67000-79000/-: Pre- revised as per 6th CPC) Grade (HAG) or equivalent or (iv) 7 years regular service in the post carrying Pay Level-14 with Basic: 144200/- revised as per 7th CPC / (Pay Band of Rs. 37400- 67000+Grade Pay of Rs. 10,000/- : Pre-revised as per 6th CPC) or equivalent (b) Possessing the essential educational qualifications mentioned above and essential experience mentioned above for Direct Recruitment

K	Job Description	<p>The Director will have the overall administrative control of the Institute and will provide high-level leadership to the Institute in identification of research programmes, technologies and projects of national and international relevance in the area of nano science and technology. S/he will enthuse and motivate scientists of the institute; promote creativity and excellence and create an atmosphere conducive to harmonious functioning of the institute. S/he will interact and establish rapport with national and international, academic and professional institutions and specialists dealing with nano science and technology and will ensure multi-disciplinary and multi-institutional cooperation towards fulfilment of the objectives of the institute.</p> <p>The Director will help focus the R&D activities of the Institute initially in the areas of nanomaterials, nanometrology, nano-biopharma, nano-medicine and nano science and technology investigations and applications in the areas of food and agriculture. The Director will take the institute to the next level as per strategic plan.</p>
L	Application / Nomination Process	
<p>Applications typed on plain paper in the format given below should be sent by post to “The Chief Finance & Administrative Officer, Institute of Nano Science and Technology, Knowledge City, Sector - 81, SAS Nagar, Mohali-140306, Punjab” so as to reach this address by 06.08.2024 (The last date of receipt of applications from candidates of Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu and Kashmir State Lahaul and Spiti District and Pangti Sub Division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands and Lakshadweep will be 21.08.2024)</p> <p>In case of nominations, the eminent persons nominating a candidate may forward the candidate’s application along with recommendations by post so as to reach the above address by 21.08.2024.</p> <p>Persons employed in Government Departments, Autonomous Organizations and Public Sector Undertakings, should arrange to send their applications through proper channel. They may, however, send an advance copy so as to meet the time deadline mentioned above.</p> <p>Duly attested photocopies of certificates in support of qualifications and experience should be sent with the application. Please do not send originals.</p> <p>The envelope containing the application must be superscribed with “Application for the post of Director, INST, Mohali”.</p>		



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Knowledge City, Sector-81, SAS Nagar, Mohali-140306, Punjab, India

FORMAT I

FORMAT FOR APPLICATION FOR THE POST OF DIRECTOR, INST, MOHALI

(Reference No. 3(1)/2024-INST, Dated 25.06.2024)

Latest Passport size photograph to be pasted

Please clearly specify the preferred mode of appointment: By Direct Recruitment / Deputation / Contract / Re-employment [pl tick preferred mode]

1. GENERAL INFORMATION OF APPLICANT

Name in full (In Capital letters)	
Father's/Husband's Name	
Mother's Name	
Date of Birth	
Age as on (01.01.2024) in Years, Months & Days	
Correspondence Address with pin code	
Permanent Address with pin code	
Phone/Mobile Number	Mobile No.: Landline No.:
Email ID	
Marital Status	
Nationality	
Caste Category (SC/ST/OBC)	

2. PRESENT POSITION

Designation	
Name & Address of Employer / Organization	
Ministry under which present organization comes	

Pay scale/Level/pay band/Current basic Pay	
Date of Appointment to the present post	
Nature of Current employment (permanent/deputation/contract)	
Total Experience (In Years and Months)	

3. DETAILS OF PREVIOUS EXPERIENCE

Sl.No.	Full name & address of Organization	Post held	From	To	In Years and months	Whether permanent/ on probation, deputation/ contract	Pay Scale/ Basic pay/ Total emoluments	Nature of duties	Reasons for leaving the post

4. EDUCATIONAL QUALIFICATIONS (In chronological order from latest to above)

Sl.No.	Qualification	University/ Institution	Year	Subject/ Specialization	% of Marks	Distinctions, etc.

5. DETAILS CONTRIBUTION TO JOURNALS, ARTICLES, BOOKS AND PATENTS (In Numbers)

(Please furnish details of patents and publications like as Names of authors, Title of papers, Name of Journals, Years, Volume, Paginations, etc. on a separate sheet with mentioning annexures numbers).

Details of Publications	Details of Journals/ books/patents/ articles	Nos.	Annexures
Research Papers in Referred Journals	International		
	National		
Papers in Conference / Symposia	International		
	National		
Books edited and chapters in books	International		
	National		
Popular articles	International		
	National		
Patents	International		
	National		
Others	International		
	National		

6. RESEARCH/CONSULTANCY PROJECTS:

SI. No.	Client / Organization's name	Nature of Project	Duration of project	Amount of grant (in Rupees)

7. HONOURS/AWARDS & FELLOWSHIPS FOR OUTSTANDING WORK:

SI. No.	Name of Award / Fellowship	Elected / Honorary Fellow	Awarded by	Year of Award

8. MEMBERSHIP OF PROFESSIONAL BODIES, SOCIETIES AND THEIR NAMES

SI. No.	Membership of Professional bodies, Societies and their names

9. SUMMARY OF R&D EXPERIENCE, SPECIFICALLY GUIDING INNOVATION BASED VALUE ADDITION, BUSINESS DEVELOPMENT AND SCOUTING AND DOCUMENTATION OF INNOVATIONS

SI. No.	Details of such experience

10. EXPERIENCE IN MANAGERIAL / ADMINISTRATIVE CAPACITY FOR SCIENCE & TECHNOLOGY PROGRAMMES, PLANNING AND DEVELOPMENT, BUDGET & FINANCE, COORDINATION AND SUCH ORGANISATIONAL MATTERS

SI. No.	Details of such experience

11. NO. OF RESEARCH SCHOLARS SUCCESSFULLY GUIDED

Name of Programme	Awarded (Nos.) (Under-progress not to be included)

12. ACADEMIC VISITS ABROAD

SI. No.	Country Visited	Purpose of visit	Period

13. TRAINING / ASSIGNMENT / ANY OTHER RELEVANT PARTICULARS

SI. No.	Name of Programme

14. KNOWLEDGE OF LANGUAGES

SI. No.	Languages (including foreign languages)

15. OTHER ACTIVITIES / RESPONSIBILITIES

(Applicant may mention any special qualification/experience which have not been included under the heads given above)

SI. No.	Details of Activities/Responsibilities

16. STRENGTHS (justification in support of your candidature such as R&D experience, specific experience gained and outstanding managerial skills exhibited during your employment which has bearing on duties of the post of Director) upto 1000 words

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17. YOUR VISION FOR THE INSTITUTE (upto 1000 words)

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18. DETAILS OF REFEREES (Not more than three)

Name of the Referee	Post Held by Referee	Email ID	Mobile No.

19. ARE YOU WILLING TO ACCEPT THE INITIAL SALARY OF THE GRADE

(If no, state what is the minimum salary acceptable or expected, with justifications thereof)

20. If appointed, what is the notice period you would require before joining the post

No. of days -

21. LIST OF ENCLOSURES;

SI. No.	Name of particulars	Annexures (like as I, II, III, etc)

Declaration to be signed by the Candidate

I hereby certify that the foregoing information is correct to the best of my knowledge and belief. I have not suppressed any material fact or factual information in the above statements. In case, I have given wrong information, or suppressed any material fact or factual information, then my services are liable to be terminated without giving any notice or reasons thereof. I am not aware of any circumstances which might impair my fitness for employment under the Government.

Date :

Signature of Applicant

Place :

Forwarded with the remarks that the Institute/Organization has no objection to the candidature of the applicant being considered for the post applied for as above.

Dated :

Signature

(Head of the Institution/Organization)

Designation:

Address:

Telephone/Fax No:



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FORMAT II

Format for Short Curriculum Vitae for the post of Director, INST, Mohali

(Reference No. 3(1)/2024-INST, Dated 25.06.2024)

(Not to exceed 2-pages of A4 size in Times New Roman font of size 12 in single spacing).

1. Name and Address:
2. Date of Birth and age in years and months as on 01.01.2024:
3. Qualifications (mention degree, Institution and the year awarded):
4. Present post:
5. Present pay (Pay Matrix Level as per VII CPC/ Pay Band & Grade Pay as per VI CPC):
6. Experience (Indicate the post, Institution and dates during which each post was held; also indicate separately (a) the total number of the years of R&D experience after Master's Degree including the Ph.D. period and (b) total number of years of other experience)
7. Number of publications in refereed Journals, books, book chapters, number of Ph.Ds produced, citations received till date of advertisement, h-index
8. Honours and Awards:
9. Fellowships of National and International Academies, Memberships of Professional Societies:
10. Additional relevant information if any:

(Signature of Applicant/Nominee)

Date: