



प्लाज़्मा अनुसंधान संस्थान

Institute for Plasma Research

भाट, इन्दिरा पुल के निकट, गांधीनगर – ३८२ ४२८ (भारत)

Bhat, Near Indira Bridge, Gandhinagar – 382 428 (India)

Tel: +91-079-23962000 Fax: +91-079-23962277 Web:

www.ipr.res.in



### **ADVT. No. 02/2022**

The Institute for Plasma Research (IPR) is an Aided Institute of Department of Atomic Energy, Govt. of India devoted to research and development activities in the areas of Basic Plasma Physics, Magnetic Confinement Fusion and Industrial & Societal applications of plasmas. IPR is located in Bhat, Gandhinagar, Gujarat and also has extensions of its Laboratories at GIDC, Sector – 25, Gandhinagar, Gujarat and has a Centre at Guwahati.

Online Applications are invited from eligible candidates for the following temporary posts.

Post Code	Name of the post	No. of Post	Essential Qualification
01	Multi-Tasking Staff (MTS)	31 (Tentative)	Graduate in any discipline.

- JOB DESCRIPTION:** The selected candidate will be required to do routine duties related to HR, General Administration, Establishment, Accounts sections, Purchase & Stores. The job requires working knowledge in computer (MS word, MS Excel etc.) and ability to do routine correspondence in Hindi/English.
- PERIOD:** The above posts are purely temporary for a period of two (02) years and may be extended for One (01) year or a part thereof depending on the institute's work requirement and the performance of the candidate.
- REMUNERATION:** ₹18,000/- plus HRA per month.
- AGE LIMIT:** 30 Years. Age relaxation is admissible to SC / ST / OBC / Ex-servicemen candidates as per Government of India orders issued on the subject.
- SELECTION PROCESS:** Solely based on the merit of marks obtained in the written examination conducted by the Institute for the post.

**WRITTEN EXAMINATION:** Question paper will have Objective and Descriptive questions.

The objective type examination will be conducted on following subjects:

Sr. No.	Subjects
1.	General Knowledge
2.	General Awareness
3.	Elementary Mathematics/Numerical
4.	Computer & Reasoning

The descriptive type examination will include questions related to writing, correspondence skills and translation in Hindi/English.

A merit list of candidates based on their marks in written test will be prepared. The merit list will be valid for a period of one year from the date of publishing. During the validity period candidates may be called for joining, as and when required by the institute, from valid merit list.

6. **APPLICATION FEES:** A fee structure for application is as below:

Sr. No.	Category	Amount (₹)
1.	General/OBC	₹ 200/-
2.	SC/ST/Female/PwBD/ EWS/ Ex-Serviceman	Nil

**Mode of Payment: Through Online only (SBI Collect)**

**Steps for Online Payment:**

1. Visit SBI Collect: <https://www.onlinesbi.com/sbicollect/icollecthome.htm>
2. Proceed → State of corporate / Institution: Gujarat
3. Type of Corporate / Institution: Others
4. Others Name: Institute for Plasma Research
5. Select Payment Category: Application Fees- IPR
6. In remarks column, please mention Advt. No. and Post Code.
7. Make payment.
8. Print/Download receipt to fill details of payment in the Online Application.

**GENERAL INFORMATION**

1. Only Indian Nationals need to apply. The numbers of vacancies indicated above are provisional and may be increased / decreased depending on the actual requirement of the organisation. The persons with disabilities can also apply.
2. Before filling up the Online Recruitment Application, the candidates must go through the detailed Advertisement. Please proceed to fill the online application only if you are satisfied that you possess the Essential Qualifications stipulated for the post, otherwise, submitted application(s) shall be rejected outright.
3. The date for determining the eligibility of all the candidates in every respect shall be the prescribed **closing date for submission of Online Application**, unless otherwise specified.
4. The applicants are advised to fill in all their particulars in the Online Application carefully and upload recent passport size colour photograph and scanned copies of documents in support of date of birth, educational qualification, age relaxation etc. as submission of wrong information may lead to rejection through computer based short-listing. Institute reserves the right to reject application not fulfilling the requisite criteria, at any stage of recruitment.
5. Fulfilling minimum qualification & filing online application does not entail a call for Interview. In case of any dispute / ambiguity that may occur in the process of selection, the decision of the Institute shall be final
6. Each applicant is advised to submit only one Online Application. However, if the candidate submits multiple Online Applications, then it must be ensured that the Online Application with the higher

'Application ID Number' is complete in all respects. Applicants who submit multiple Online Applications should note that only the Online Application with higher 'Application ID Number' i.e. latest one shall be considered for processing by the Institute.

7. Fee once paid shall not be refunded under any circumstance nor can be held in reserve for any other examination or selection process.
8. Candidates seeking relaxations in age and/or exemption in payment of fee (wherever applicable) under SC/ST/OBC-non creamy layer/PwBD/EWS/ Ex-Serviceman category are required to submit relevant certificate in the prescribed format of Govt. Of India failing which they will be treated at par with “UNRESERVED (UR)” candidates.
9. All the qualifications must be from recognized Universities / Boards / Institutions only. Applicants having qualifications from other countries shall submit **equivalency certificate** from UGC / AIU.
10. The following certificate/documents **ONLY** are acceptable as **proof of Age (Any one)**:
  - i. Date of Birth as recorded in the Birth Certificate.
  - ii. Secondary School Leaving Certificate (SSLC).
  - iii. Matriculation / Secondary School Certificate in which date of birth is mentioned.
11. Candidates employed in Govt. /Aided/ Autonomous /Quasi Govt. / Public Sector Undertakings should forward their applications through proper channel or bring NOC if called for Written Test.
12. Incomplete applications are liable to be summarily rejected. No interim correspondence will be entertained.
13. The Written Test will be conducted in Ahmedabad / Gandhinagar, Gujarat. More details will be updated on website. No Travelling Allowance shall be paid to attend the Written Test.
14. The selected candidate will be covered under institute’s Contributory Health Service Scheme for self only.
15. **The candidates are advised to fill their correct and active e-mail address and mobile number in the online application as all communications will be made by the Institute through e-mail only. The candidates are also advised to refer to website of the Institute for regular updates of the recruitment.**
16. **The candidates should take utmost care to fill the information in on line application form. Your online submission completes once you click “Complete Submission” button and you will get acknowledgement through email at your registered mail id. In case you do not received email, kindly write at [recruitment@ipr.res.in](mailto:recruitment@ipr.res.in). The candidate should go through necessary instruction before filling detail in on line application system.**
17. The list of shortlisted candidates will be posted on the IPR website. There will be no separate communication for candidates who are not shortlisted. No correspondence in this regard will be entertained.
18. IPR reserves the right not to select any candidate for above post(s) or cancel the advertisement at any stage without assigning any reason.
19. Addendum / deletion/ corrigendum (If any) shall be posted on the Institute’s website only i.e. <http://www.ipr.res.in/advertisements.html>

20. Any dispute arising out of this advertisement shall be subject to the sole jurisdiction of the Courts/Tribunals situated at Gandhinagar / Ahmedabad, Gujarat only.
21. Records of the candidates those are not selected shall be preserved only for a period of one year from the date of publication of the list of selected candidates.
22. Applicants, by virtue of the act of application, commit themselves to the highest standards of ethical practices. Fraudulent documents, canvassing in any form or influencing the process of recruitment at any stage shall not only result in rejection of application but may also lead to legal action.

### **HOW TO APPLY**

Interested candidates are requested to apply online at Institute's website  
[http://www.ipr.res.in/documents/jobs\\_career.html](http://www.ipr.res.in/documents/jobs_career.html) by **30/04/2022 (till 5.30 P.M)**.

Applicants are required to upload the following documents while filling online application.

1. A recent passport size colour photograph.
2. Copies of supporting documents:
  - i. Proof of age. ( Refer above at sr. no. 10 of general information)
  - ii. Educational mark sheets/certificates/degrees.
  - iii. Experience certificate(s) if any.
  - iv. Certificate of caste/community/class in prescribed format (if applicable).
  - v. Copy of payment receipt (if applicable)
  - vi. Any other relevant document(s).

**Please note that there is no need to send hard copies of the application & supporting documents.**

In case of any issue in filing online application, kindly contact – [recruitment@ipr.res.in](mailto:recruitment@ipr.res.in)

**Institute strives to have a workforce which reflects gender balance hence women candidates are encouraged to apply.**

**Chief Administrative Officer**

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