



CSIR-NATIONAL METALLURGICAL LABORATORY

BURMAMINES, JAMSHEDPUR – 831 007

Website-<https://www.nml.res.in>

Helpline:Ph:0657-2345158 email: recruitment2025@admn.nml.in



No- 2-NML(186)/2025-E.I

Date:21.08.2025

Advt. No. T/C/05/2025

Advertisement for engagement of Consultant in CSIR-NML

CSIR-National Metallurgical Laboratory, Jamshedpur, a constituent unit of Council of Scientific & Industrial Research (CSIR), will conduct a walk-in-interview on 03/09/2025 in connection with engagement of eligible retired employees as Consultant in CSIR-NML, Jamshedpur on short term contract basis as per following details:

A. Terms and conditions for the engagement:

1.	No of Position	01
2.	Job Description	Managing pharmaceutical inventory, dispensing medicines, writing medicine slips, authorizations for various hospitals and ensuring compliance with medical regulations, well trained in administering injections (intramuscular, intradermal, subcutaneous, intravenous etc) wound dressing, stitching, and blood pressure measurement.
3.	Eligibility	<ul style="list-style-type: none">Retired employees (in Level-7 of pay matrix) of CSIR/ Central Autonomous Bodies/ Central Govt. departments/PSUs.Experience in Managing pharmaceutical inventory, dispensing medicines, writing medicine slips, authorizations for various hospitals and ensuring compliance with medical regulations, well trained in administering injections (intramuscular, intradermal, subcutaneous, intravenous etc)wound dressing, stitching, and blood pressure measurement.
4.	Period of engagement	Initially for six months or until the regular incumbent joins the post. The engagement period may be extended at the discretion of the Competent Authority subject to functional need. However the maximum age up to which a retired CSIR-NML employee can be engaged, will be 65 years.
5.	Job location	CSIR-National Metallurgical Laboratory, Jamshedpur.
6.	Age Limit	Candidate should not be more than 64 years and 6 months of age on the date of walk- in-interview.
7.	Remuneration	Retired employees will be paid fix remuneration @ (Last Basic Pay drawn -Basic Pension) as per Department of Expenditure OM dated 09/12 /2020
8.	Leave	As per Dept. of Expenditure OM dated 09/12/2020 or any subsequent instructions issued on the subject.
9.	Working Hours	(a) The Consultant shall be required to observe the normal office work between 9.15 am to 5.45 pm and may also be called upon to attend beyond working hours and also on Saturday/Sunday or any other holiday, in case of exigencies Of work. No extra (b) remuneration shall be paid for extra Hours/ holidays. He/ She shall mark attendance in Attendance Register mandatorily or on any applicable mode, failing which, it may result in deduction of remuneration.
10.	Terms of engagement	(a) Selected Candidates will be engaged purely on contractual basis initially for a period of six months and will not confer any right for regular appointment in CSIR/CSIR-NML including any allowance such as DA, transport facility residential accommodation, residential telephone facilities, etc. (b) The engagement in the contractual position can be terminated at any time i.e. even before the period of 6 months.
11.	Selection Procedure	(a) Through Walk-in-interview. (b) The decision of the Competent Authority CSIR-NML on selection of candidate will be final and no correspondence on this subject will be entertained.

12.	General Conditions	<p>(a) The selected Candidate will be governed by the Official Secrets Act, 1923, as amended from time-to-time and will not disclose to any unauthorized person(s) any /data that may come to his/her notice during the period of his/her engagement. All Such documents/information will be the property of the Council.</p> <p>(b) He/ She will not utilize or publish or part with, to a third party, any part of the data or statistics or proceedings on information collected for the purpose of his/her assignment or during the course of, assignment for CSIR/CSIR-NML without the express written consent of the Competent Authority, CSIR-NML.</p> <p>(c) Attention is drawn to Central Vigilance Commission's circular No. 01/0/2017 dated 23.1.2017 and circular No. 08.06.20 11 dated 24.06.2011 regarding engagement of consultants. They will be completely accountable for any advice or any service rendered by them during their engagement in this office in view of norms of ethical business and professionalism.</p> <p>(d) He/ She must act, at all times in the interest of CSIR and render any advice/service with professional integrity.</p> <p>(e) He/ She will maintain highest standards of integrity, transparency, competitiveness, economy and efficiency while working as Consultant in CSIR/CSIR-NML.</p> <p>(f) The retired employees so engaged shall in no case represent or give opinion or advice to others in any matter, which is adverse to the interest of the Council, nor will he/she indulge in any activity outside the terms of the contractual assignment.</p>
13.	Venue & Date	CSIR-National Metallurgical Laboratory, Burmamines, Jamshedpur-831007. All Candidates are advised to check NML Website (www.nml.res.in) regularly for update on the venue and date of interview.

B. Instructions for the Candidates:

- Candidates should be medically and physically fit to take up the assignment.
- He/ she should be free from all vigilance angles as on the date of interview.
- He/ She must not have any adverse report/remarks related to character & antecedents by any authority.
- Such engagements do not entitle the candidates for any claim, implicit or explicit on any CSIR/CSIR-NML post.
- Before turning up for the interview, the candidates are advised to check their eligibility as per the advertisement and also suitability for the duration of work mentioned therein.
- Candidates are advised to report for walk-in-interview between 09:30 AM to 10:30 AM on 03/09/2025 at CSIR-National Metallurgical Lab, Jamshedpur with duly filled application form (Annexure-I), originals and one set of photo copies of Certificates of educational qualifications, age, Date of joining of Govt. Service OM, PPO Copy, one recent passport size photograph.**
- The venue, date and time of selection process may change due to administrative reasons. If so, the same will be notified on CSIR-NML website. Candidates are advised to check CSIR-NML Website regularly for updates related to this advertisement.
- The engagement may be terminated at any time by the office without assigning any reasons by giving a notice of 15 days. In case, a Consultant desires to leave the assignment, he/she has to give 15 days' notice which can be condoned/curtailed/extended depending upon the discretion of the Competent Authority
- No request for Online Interview or change in the date of Interview will be entertained.
- NO INTERIM ENQUIRY OR CORRESPONDENCE WILL BE ENTERTAINED.

Sd/-
Controller of Administration

Encl: As above



सी.एस.आई.आर-राष्ट्रीय धातुकर्म प्रयोगशाला
CSIR - NATIONAL METALLURGICAL LABORATORY
बर्मामाईंस जमशेदपुर BURMAMINES, JAMSHEDPUR - 831007
 Engagement of Retired Employees as Consultant in CSIR-NML, Jamshedpur



Advt. No. T/C/05/2025

Please affix
latest Self
Attested
passport size
photograph

1. Full Name (Capital Letters): _____
2. Father's Name: _____
3. Mother's Name: _____
4. Date of Birth (DD/MM/YYYY): _____ Age (as on date): _____
5. Category (Gen / OBC / SC / ST / EWS/Ex-Serviceman): _____
6. Gender: (Male/Female): _____
7. Whether Person with Disability (Yes / No): _____
 a) If yes, Type of disability (OH / HH / VH) _____
8. Nationality: _____
9. Religion: _____
10. Address for Correspondence: _____
 _____ PIN _____
11. Permanent Address: _____
 _____ PIN _____
12. E-mail ID _____ Alternate Email ID _____
13. Mobile No. _____ Alternate Mobile No. _____
14. Aadhar No. _____
15. Basic Pension: _____ (enclose self-certified copy of PPO)
16. Last Pay Drawn and Pay Level: _____ (enclose self-certified last pay slip)
17. Whether any disciplinary proceedings initiated against him/her: Yes/No.
18. Details Address of Employer

Sl. No.	Name of Office/Dept./Organization	Office Address	Office Phone No.	Office Email ID

19. Educational Qualifications (in chronological order from 10th standard onwards).

Degree	Year of Passing	Division	Percentage (%)	Univ/ Inst.	Specialization

20. Details of previous Employment in chronological order:

Name & Address of the Employer	Designation of the post held	Period		Remuneration Grade Pay/Pay Level	Detailed Description of work	Reason of Leaving Each Post
		From	To			

21. Professional Trainings/Certifications

Organization	Details of Training/Certificate	Period	

22. Name of two referees: (Not below the rank of Under Secretary/Deputy Secretary)

Sl. No.	Name	Designation	Name of Office/Dept./Organisation	Known for (No. of Years)	Mobile No.	Email ID

Declaration: I hereby solemnly declare that all the above-mentioned statements are true and correct to the best of my knowledge and belief. Nothing is false or has been concealed/ distorted. If at any time I am found to have concealed/distorted any material/information, my engagement shall be liable to termination without notice.

Place: _____

Signature of Applicant_____

Date: _____

Name of the Applicant_____

Service Cum Experience Certificate

Certified that Mr./Mrs.....was employed in the office of the.....in the position of/post held.....in the pay level.....(7th CPC)/Grade Pay.....(6th CPC) for the period from.....to.....which is a CSIR/Central/CAB/Central PSUs/State Govt./State PSUs/State Autonomous.

His/her nature of duties includes establishment, personal file, handling of service records, study leave, foreign deputations, pay fixation, pay bill arrear, Audits, weeding out of records, Tender OM GeM and CPP Portal, Medical Bill, Salary Bill, Income Tax, GST calculation with working knowledge in Word/Excel/Power Point, Finance and Accounts. **(Delete or strike out which is not applicable)**

Place:

Date:

Signature of the Officer (with seal)

Name

Designation:

Address: