



CENTRAL COUNCIL FOR RESEARCH IN SIDDHA

Ministry of Ayush, Govt. of India
GST Road, Tambaram Sanatorium, Chennai - 600 047



Advt. No. 4/2022

CCRS, a Central Autonomous Body fully funded by, Govt. of India under the administrative control of Ministry of Ayush, invites applications for the following positions on **Contractual / Outsourcing** basis:

Sl.No	NAME OF POSTS	NO. OF POSTS	QUALIFICATION / AGE*	PLACE OF POSTING
1.	Consultant (Admin)	02	Retd. from SO. / US. / DS. from Govt. of India, Central Autonomous Body etc., Below 64 years	Thiruvananthapuram -1 / Goa -1 (one post to be functioned at CCRS Hqtrs, Chennai temporarily)
2.	Medical Consultant (Siddha)	02 (Male-01 Female-01)	MD (Siddha) / Upto 40 Years	Goa
3.	Research Associate (Siddha)	02 (Male-01 Female-01)	-do-	New Delhi
4.	Program Assistant (Siddha)	03	BSMS/MD (Siddha)Upto 40 Years	Thiruvananthapuram / Chennai / New Delhi (1 post each)
5.	SRF (Publication)	01	Msc in Life Science subjects from a recognized University. Upto 35 Years	Chennai
6.	Pharmacist - cum - Office Assistant	02	12th Passed with Diploma in Integrated Pharmacy Siddha as a one of the subject. Upto 27 Years	Goa
7.	Electrician	01	12th passed or I.T.I or Diploma with Licence HT / LT or "C" Licence & 3 Yrs Experience. Upto 45 Years	Chennai
8.	Office Assistant (Hindi)	01	Degree with Hindi as one of the subject. Typing skills of 25 words in Hindi Upto 30 years	Puducherry
9.	Therapist (Siddha)	02 (Male-01 Female-01)	12th Passed with Diploma in Nursing therapy Siddha as a one of the subject. Upto 27 Years	Goa
10.	MTA	01	Passed 12th std. Upto 30 Years	Goa
11.	Housekeeping	01	Passed 10th std. Upto 45 Years	Goa

Age relaxation as applicable as per Govt. norms from time to time. (Sl. No.6-11 will be placed through outsourcing agency - EPF and ESI Benefits as admissible) Last date of submission of application: **22.11.2022**. The date of Walk-in Interview will be uploaded in the Council website and intimated through email also. Further details regarding the educational qualifications, age, experience, remuneration, tenure of contract and other terms and conditions etc. are available at the Council's website: www.siddhacouncil.com

Director General

The Hindu dated 06.11.2022



केंद्रीय सिद्ध अनुसन्धान परिषद्

आयुष मंत्रालय, भारत सरकार

जीएसटी रोड, तांबरमसानिटोरियम -चेन्नई -600 047

CENTRAL COUNCIL FOR RESEARCH IN SIDDHA

Ministry of Ayush, Govt. of India

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CONFIDENTIAL

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Dated the 7th November, 2022

INTERVIEW

The Central Council for Research in Siddha (CCRS), Chennai, an Autonomous Body under the Ministry of Ayush, Government of India proposed to engage the services of the following positions on Contractual/Outsourcing basis through Walk-in Interview as per the details given below. **A written test will be held, if need be**, depending on the number of candidates followed by an interview on the same day of those candidates who qualify in the written test.

Name/No. of the post	Qualifications/Age limit	Remuneration	Place of posting	Date/time/Venue of test/interview
1. Consultant (Admin) - 02	Qualification: 1. Graduates from a recognized University. 2. Persons retired from the post of Section Officer/ Under Secretary/ Deputy Secretary equivalent in the Government of India, Attached & Subordinate offices, PSU's, Autonomous Bodies of the Government of India where Central Government Rules and Procedures applicable are eligible for the position of Consultant in their respective spheres of specialization. 3. Candidates must have 5-10 years in handling Estt. / Administration /Vigilance / Court Cases / Budget & Accounts related matters (preferably with Central Government, Central Autonomous Bodies) and should be well versed with Pay Rules /FRSR/GFR/CCS (CCA) Rules and dealt the same earlier (Should be produced duration of employment and the nature of duties performed at time of Interview). 4. Candidates should have excellent communication and interpersonal skills. Knowledge of computer applications such as MS Word, MS Excel and Power Point, etc. is essential. 5. Candidates should be well conversant with office functions like drafting, noting, budget, accounts, Rules and Regulation of Central Government offices, Office procedure, etc. 6. <u>Should not be more than 64 years of age on the last date for receipt of application</u>	A fixed monthly amount shall be admissible, arrived at by deducting the basic pension from the pay drawn at the time of retirement and a fixed amount as Transport allowance as specified in the aforesaid Guidelines w.r.t DOE's OM No. 21/5/2017 - [.11(B) dated 07.07.2017. The amount of remuneration so fixed shall remain unchanged for the entire term of contract. There will be no annual increment percentage increases during the contract period.	Siddha Regional Research Institute (SRRRI), Thiruvananthapuram –one post Siddha Clinical Research Unit (SCRU), Goa – one post (one post of Goa to be functioned at CCRS Hqtrs, Chennai temporarily)	The Council will be intimated through email and mentioned in the Council website also.

2. Medical Consultant (Siddha)-Two – One (male) One (Female)	Essential: 1. Post graduate degree in Siddha system of medicine from a CCIM recognized Institution. 2. Enrolment in the Central/State Register of Indian Medicine/Siddha as the case may be. 3. Age not exceeding 40 years	Rs. 50000/ (Fixed consolidate remuneration)- per month	Siddha Clinical Research unit (SCRU) Goa – 2 posts	-do-
3. Research Associate (Siddha) - 02 – One (male) One (Female)	Essential: 1. Post graduate degree in Siddha system of medicine from a CCIM recognized Institution. 2. Enrolment in the Central/State Register of Indian Medicine/Siddha as the case may be. 3. Age not exceeding 40 years	Rs 47000/- plus HRA as applicable	Siddha Clinical Research Unit, (SCRU), Safdarjung Hospital, New Delhi – 02 (Male-1 Female-1)	-do-
4. Program Assistant (Siddha) -03	Essential: 1. BSMS/MD (Siddha) in Siddha system of medicine from a CCIM recognized Institution. 2. Enrolment in the Central/State Register of Indian Medicine/Siddha as the case may be 3. Not exceeding 40 years Desirable: - : 1. Knowledge in Computer (MS Office) 2. Working knowledge of Hindi	Rs. 25000/- (Consolidated) – Note: Remuneration may be revised to Rs. 35000/- subject to the approval Competent Authority.	Siddha Central Research Institute (SCRI), Chennai – one post Siddha Regional Research Institute (SRRRI), Thiruvanathapuram – one post Siddha Clinical Research Unit (SCRU), New Delhi – one post	-do-
5. SRF (Publication) - 01	Essential: 1) MSc in Life Science subjects from a recognized University with working experience of at least 2 years' duration in processing of scientific articles/ research article publications/ online management of Journals. 2) Working knowledge of MS Office (Word, Power point and Excel). 3) Good command of English language. 4) Not exceeding 35 years	Rs. 35,000/- per month + HRA as per Rules	Central Council for Research in Siddha (CCRS), Hqtrs, Chennai /Siddha Central Research in Institute (SCRI), Chennai - 01	-do-
6. Pharmacist – Cum - Office Assistant – Two posts	Essential: 1) 12th Class or equivalent qualification with Science subjects from a recognised Board or University 2) Diploma in Integrated Pharmacy of two years duration conducted by a recognised Board/ University/ Institution with Siddha as one of the subjects or Diploma in Siddha (Pharmacy) of two years duration conducted	Consolidated Remuneration of Rs. 28000/- + EPF and ESI Benefits	Siddha Clinical Research unit (SCRU) Goa – 02 posts	-do-

	<p>by a recognised Board/ University/ Institution. 3) Between 18 and 27 years of age (relaxable of age upto 5 years for person serving/having experience with Government Sector)</p> <p>Note 1: Qualifications are relaxable at the discretion of the Competent Authority in the case of candidates otherwise well qualified. Note 2: Quantification (s) regarding experience is relaxable at the discretion of the competent authority in the case of candidates belonging to Scheduled Castes or Scheduled Tribes if at any stage of selection the competent authority is of the opinion that sufficient number of candidates from these communities possessing requisite experience are not likely to be available to fill up the vacancy reserved for them</p>			
7. Electrician - 01	<p>Essential: 1) 12th Pass from a recognised Board OR ITI Certificate OR Diploma Course in Electrician trade from any Central/State Govt. approved training Institute. 2) Licence of H.T/L.T (“C” Licence) from a recognised Institute 3) Minimum 3 years practical experience in O&M of electrical equipments /Installations from any reputed firm/organization. 4) Should not be more than 45 years (relaxable of age upto 5 years for person serving/having experience with Government Sector) Desirable: Knowledge of plumbing work</p>	Consolidated Remuneration of Rs. 24000/-+ EPF and ESI Benefits	Central Council for Research in Siddha (CCRS), Hqtrs, Chennai - 01	-do-
8. Office Assistant (Hindi) - 01	<p>Essential: 1. Degree from a recognized University with Hindi as one of the subject or PG degree in Hindi from a recognized University. 2. Ability to translate from English to Hindi and vice-versa to be evidenced by a test. 3. Typing skills of 25 words in Hindi with good speed and accuracy. 4. Should not be more than 30 Years of age on the date of fresh engagement. 5. Can be relaxed up to 35 years for those having minimum experience of one year with Central government or its organizations. Desirable: Typing knowledge in English is also preferred.</p>	Consolidated Remuneration of Rs. 20000/- + EPF and ESI Benefits	Siddha Regional Research Institute (SRRRI), Puducherry - 01	-do-
9. Therapist (Siddha) - 2 (One Male One Female)	<p>Essential: 1. 12th Class or equivalent qualification with Science subjects from a recognised Board or University 2. Diploma in Nursing therapy (in Indian system of Medicine) of minimum two years duration, with Siddha as one of the subjects, conducted by a recognized Board/ University/Institution.</p>	Consolidated Remuneration of Rs. 20000/-+ EPF and ESI Benefits	Siddha Clinical Research unit (SCRU) Goa –2 posts	-do-

	<p>3. Between 18 and 27 years of age (relaxable of age upto 5 years for person serving/having experience with Government Sector)</p> <p>Desirable:</p> <p>1. One year experience, preferably in a dispensary/Hospital, after obtaining the Diploma /Certificate course</p> <p>Note 1: Qualifications are relaxable at the discretion of the Competent Authority in the case of candidates otherwise well qualified</p> <p>Note 2: Qualification (s) regarding experience is relaxable at the discretion of the competent authority in the case of candidates belonging to Scheduled Castes or Scheduled Tribes if at any stage of selection the competent authority is of the opinion that sufficient number of candidates from these communities possessing requisite experience are not likely to be available to fill up the vacancy reserved for them</p>			
<p>10. Multi Tasking Attendant (MTA) - 01</p>	<p>Essential:</p> <ol style="list-style-type: none"> 12th passed from recognized Board. Should have good communication, writing ability and interpersonal skills. Knowledge of Computer application Should not be more than 30 Years of age on the date of fresh engagement. Can be relaxed up to 35 years for those having minimum experience of one year with Central government or its organizations. <p>Desirable:</p> <p>Should be conversant with basic computer skill.</p>	<p>Consolidated Remuneration of Rs. 16000/-+ EPF and ESI Benefits</p>	<p>Siddha Clinical Research unit (SCRU) Goa –1 post</p>	-do-
<p>11. Housekeeping - 01</p>	<p>Essential:</p> <ol style="list-style-type: none"> 10th Std passed from recognized Board. Should not be more than 45 Years of age on the date of engagement. (relaxable of age upto 5 years for person serving/having experience with Government Sector) 	<p>Consolidated Remuneration of Rs. 16000/-+ EPF and ESI Benefits</p>	<p>Siddha Clinical Research unit (SCRU) Goa –1 post</p>	-do-

How to Apply:

Filled the Application form along with supporting documents should be submitted through **Post (Speed or Registered post)** or **through to our email id ccrsrecruitment@gmail.com** latest by **22.11.2022**. All the attachments are required in single PDF only.

General Instructions

1. The appointment will be initially for a period up to 31.03.2023 for the above said positions, which may be extended further period of One year.

2. The term of engagement for the positions of Consultant (Admin) shall ordinarily be for an initial period not exceeding one year which is curtailed in the midway or extended at any time at the discretion of the competent authority by another one year. Beyond two years after the age of superannuation where adequate justification exists, the term may be extended based on a review of the task and the performance of the contract appointee, provided it shall not be extended beyond five years after superannuation.

3. The engagement of above posts will be purely on contractual/Outsourcing basis and will not confer any right for regular appointment in the Council. **The number of posts may vary according to need and place of posting.**

4. The candidates who fulfill the above said requirements may only attend the walk-in-Interview alongwith an **application in the prescribed format** {Annexure - I for Consultant (Admin), Annexure-II for Medical Consultant (Siddha), Research Associate (Siddha) and Program Assistant (Siddha), Annexure –III for SRF (Publication), Annexure – IV for Pharmacist –cum –Office Assistant and Therapist (Siddha) and Electrician, Annexure – V for Office Assistant (Hindi), MTA and Housekeeping}.

5. The candidates should bring with them the originals of all the documents/certificates etc. for verification.

6. The Competent authority reserves the right to postpone/cancel the recruitment process at any stage. The Selection Committee has the right to select or reject the application of any candidate.

7. No TA/DA will be admissible for attending the Interview.

8. Verification of documents will be done before the interview. **The candidates should assemble at the CENTRAL COUNCIL FOR RESEARCH IN SIDDHA (CCRS) GST Road, Tambaram Sanatorium, Chennai – 600 047** for verification of originals certificates. **The place of Interview and verification of certificate and other documents will be held at CCRS Hqtrs, Office Chennai Tambaram Sanatorium, Chennai.**

9. The Interview for the any of the position may be done in **virtual mode** also with the consent of Selection Committee members.

10. Canvassing in any form will be a disqualification.

Candidates are requested to see the Council's website on regular basis for any new announcement in this regard. Corrigendum, if any at later stage will be uploaded in the Council website only.

Director General

List of ORIGINAL DOCUMENTS to be submitted on the day of interview

- 1) **Age proof** - Matriculation/10th Standard / HSC or equivalent certificate – No other document like TC /University certificate/Registration certificate /passport will not be accepted
- 2) **Educational Qualification:** 10th /12th Certificate, All semesters/year-wise mark sheets. Degree / PG certificate issued by Recognized University.
Registration Certificate in the case of Medical Consultant (Siddha), Research Associate (Siddha) and Program Assistant (Siddha).
- 3) **Certificate:** SC/ST/OBC (Non-creamy layer) certificate issued by the Competent Authority in the prescribed format (if age relaxation is claimed) in the case of all the above positions except Consultant (Admin).
- 4) **Certificate of Experience:** Certificate indicating clearly the name of the Organization duration of employment (date, month & year), nature of duties, pay drawn, etc.
- 5) **Service Particulars- in case of Consultant (Admin):** (i) copies of service book entries or certificates indicating clearly the name of the Organization, duration of employment (date, month & year), nature of duties, last pay drawn, etc. (ii) Copy of Pension Payment Order

Note: The candidates should also attach with the application form duly affix one passport size colour photograph, one set of self-attested photocopies of all the above documents/certificates, etc.

CENTRAL COUNCIL FOR RESEARCH IN SIDDHA, CHENNAI

Application for the Post of Consultant (Admin)

1. Name of the applicant in full :
(in block letters)

2. Father's/Husband's name :

3. Correspondence Address :
(in block letter with PIN code)

Affix one passport
size colour
photograph

4. a) E-mail Id (in capital letters) :

b) Mobile No. :

5. Date of birth (Proof should be enclosed) :

6. Educational Qualifications:
(Attach self-attested copies of relevant documents)

Examination	Name of the Degree	Name of the Board/ University	Division/ grade obtained	Subject(s) (major)/ Specialization	Distinction, if any
10 th /SSLC					
Degree					
Others					

7. Details of service particulars:

Post held	Name of the Deptt./ Institution/ Organization	Length of service		Scale of pay	Nature of duties
		From	To		

8. (a) Pay drawn, including pay matrix at the time of retirement :

(b) Basic Pension :

9. Knowledge of Computer :

10. Other information, if any :

I declare that all the information supplied by me, as above, are true, complete and correct to the best of my knowledge and belief.

Place:

Signature of the Applicant

Date:

CENTRAL COUNCIL FOR RESEARCH IN SIDDHA, CHENNAI
Application for the Post of Medical Consultant (Siddha) / Research Associate
(Siddha)/ Program Assistant (Siddha)

Name of the Post: _____

1. Name of the applicant in full :
(in block letters)
2. Father's/Husband's name :
3. Community (SC/ST/OBC/UR)
4. Correspondence Address :
(in block letter with PIN code)

Affix one passport
size colour
photograph

5. a) E-mail Id (in capital letters) :
- b) Mobile No. :

6. Date of birth (Proof should be enclosed) :

7. Educational Qualifications:

(Attach self-attested copies of relevant documents)

Examination	Name of the Degree	Name of the Board/ University	Division/ grade obtained	Subject(s) (major)/ Specialisation	Distinction, if any
Degree					
PG degree					
Others					

8. Experience, if any:

(Attach self-attested copies of relevant documents)

Post held	Name of the Deptt./ Institution/ Organization	Duration From.....To.....	Duration (years & months)	Scale of pay	Nature of duties

9. Particulars of registration:

Registration No.	Date of registration	Authority with whom registered	Status of renewal of registration

10. Particulars of publications in the reputed Journals, Magazines, etc., if any:

11. Knowledge of Computer :

12. Other information, if any :

I declare that all the information supplied by me, as above, are true, complete and correct to the best of my knowledge and belief. **I also undertake that the appointment will not confer any right to claim for continuation or regularization of appointment**

Place:

Signature of the Applicant

Date:

CENTRAL COUNCIL FOR RESEARCH IN SIDDHA, CHENNAI
Application for the Post of SRF (Publication)

Affix one
passport size
colour
photograph

1.	Name in full (in CAPITAL letters) (Enter the name as given in Matric/SSLC Certificate. If there is any change in the name, including initials, attach documentary proof)											
2.	Gender											
3.	Father's/Husband's name											
4.	Date of birth (as entered in Matric/SSLC/HSC) & Age as on closing date for receipt of application	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table> ____ Years ____ Months ____ Days										
5.	Whether belongs to SC/ST/OBC/UR (Enclose a copy of the certificate from the Competent Authority, if applicable)											
6.	Are you a physically challenged person?	Yes/ No										
7.	Address in CAPITAL letter with PIN code Permanent: Correspondence:											
8.	E-mail Id: (Mandatory)											
9.	Mobile/landline phone No.:											

10) Educational Qualifications

No	Exam Passed	Board/ University	Years of Passing	% of Marks

11) Experiences

Sl. No	Name of the Institution	Name of employment *	Date of Joining	Date of leaving	Yrs	Months	Days
Total							

*Provide certificate of proof in support of your claim

12) Any Other information – (Attach separate sheet, if space is not enough)

I declare that all the information supplied by me, as above, are true, complete and correct to the best of my knowledge and belief. **I also undertake that the appointment will not confer any right to claim for continuation or regularization of appointment**

Place:

Signature of the Applicant

Date:

CENTRAL COUNCIL FOR RESEARCH IN SIDDHA, CHENNAI
Application for appointment of Pharmacist-cum-Office Assistant /
Therapist (Siddha) and Electrician

Affix one passport
size colour
photograph

Name of the Post: _____

- 1) Name in full (in CAPITAL letters)
(Enter the name as given in Matric/SSLC
Certificate. If there is any change in the name,
Including initials, attach documentary proof) :
- 2) Father's/Husband's name :
- 3) Whether belongs to SC/ST/OBC/UR
(for age relaxation, if claimed) :
- 4) Are you a physically handicapped person? : Yes/No
- 5) Address in CAPITAL letter with PIN code:

Permanent :

- Correspondence :

- 6) E-mail Id (in CAPITAL letters) :
- 7) Mobile No. :
- 8) Date of birth (as entered in Matric/SSLC/HSC):

9) Educational Qualifications :
 (Attach self-attested copies of relevant documents)

Examination	Name of the Degree /Diploma	Name of the Board/University	Division/ grade obtained	Subject(s) (major)/ Specialisation	Distinction, if any
10 th					
10+2 or equivalent					
Diploma					
Any other					

10) Experience:
 (Attach self-attested copies of relevant documents)

Post held	Name of the Institution/ Organisation	Duration From.....To.....	Actual duration (years & months)	Scale of pay	Nature of duties

11) Other information, if any :
 (Enclose separate sheet, if required)

DECLARATION

I declare that all the information provided in the application are true, complete and correct to the best of my knowledge and belief. I also fully understand that if at any stage, it is discovered that any attempt has been made by me to willfully conceal or misrepresent the facts, my candidature may be summarily rejected or employment terminated.

Place:
Date:

Signature of the Applicant

CENTRAL COUNCIL FOR RESEARCH IN SIDDHA, CHENNAI
Application for the Position of Office Assistant (Hindi)/MTA and
Housekeeping

Affix one passport
size colour
photograph

Name of the Post: _____

1.	Name in full (in CAPITAL letters):			
2.	Father's / Spouse Name:			
3.	Gender:			
4.	Date of Birth: (as entered in SSLC/HSC)			
5.	Address in CAPITAL letter with pincode: Permanent: Correspondence:			
6.	E-mail Id (if any):			
7.	Mobile/landline phone No.:			
8.	Educational Qualifications: (10 th - SSLC onwards)			
	Educational Qualification	Name of School / College	Year of Passing	% of Marks in Aggregate
	SSLC			
	HSC			
	Post Graduation, if any			
9.	Professional Qualifications if applicable:			
	Professional Degree	Name of Institute / College / University	Year of passing	% of Marks in Aggregate

10.	Technical Qualifications (Diploma in Computer/Type writing/Stenography others) if applicable :		
Course studied	Name of the Institute	Year of passing	% of Marks in Aggregate
11.	Details of previous working experience, if any:		
Name of the Employer	Designation / Position held	Duration / Period	Remuneration
12.	Employment at Present:		
Name of the Employer	Designation / position held	Duration / Period	Remuneration
13.	Other information, if any:		

I declare that all the information supplied by me, as above, are true, complete and correct to the best of my knowledge and belief. I also undertake that the appointment will not confer any right to claim for continuation or regularization of appointment.

Place:

Date:

Signature of the Applicant