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CDAC Recruitment Nov 2016 PwD

Home / Careers / CDAC Recruitment Nov 2016 PwD

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Centre for Development of Advanced Computing (C-DAC), is a Scientific Society under the Ministry of Electronics and Information Technology (MeitY), Government of India. C-DAC has today emerged as a premier R&D organization in ICT&E (Information, Communications Technologies and Electronics) in the country, working on strengthening national technological capabilities in the context of global developments in the field and responding to change in the market need in selected foundation areas. C-DAC represents a unique facet working in close junction with MeitY to implement nation's policy and pragmatic interventions and initiatives in Information Technology. As an institution for high-end Research and Development (R&D), C-DAC has been at the forefront of the Information, Communications Technologies and Electronics (ICT&E) revolution, constantly building capacities in emerging/enabling technologies and innovating and leveraging its expertise, caliber and skill sets to develop and deploy products and solutions for different sectors of the economy.

C-DAC's areas of expertise range from R&D work in ICT&E Technologies to Product Development, IP Generation, Technology Transfer and Deployment of Solutions. Primary Thematic or Thrust Areas addressed by C-DAC are:

- High Performance Computing and Grid & Cloud Computing
- Multilingual Computing & Heritage Computing
- Professional Electronics, VLSI & Embedded Systems
- Software Technologies including FOSS
- Cyber Security & Cyber Forensics
- Health Informatics
- Education & Training

Applications are invited (only online) from suitable and interested candidates for Below Group A, Technical (S&T) and Non-Technical (Non-S&T) positions to be filled through Special Recruitment Drive for Differently Aabled Persons (PwD candidates), by way of Direct Recruitment mode in following disciplines.

Discipline 1	Technical Position (S&T) : 01
Discipline 2	Non-Technical Position (Non-S&T) : 04

Total 05 Technical and Non-Technical Positions are available for CDAC Thiruvananthapuram, Bengaluru and Hyderabad in PB -2 - GP 4600, GP 4200, PB-1 GP 2800 & GP-1900, (as per 6th CPC) as follows.

Name of Centre	Name of Post	Pay Band and Grade Pay	No of vacancy	Disability Type
Thiruvananthapuram	Technical Assistant (S&T) (Regular)	PB2, 9300-34800, GP 4200/- (6 th PC)	01	OH (Orthopedically Impaired)
	Clerk (Non-S&T) (Regular)	PB1, 5200-20200, GP 1900/- (6 th PC)	01	
Bengaluru	Senior Assistant (Non-S&T) (Regular)	PB2, 9300-34800, GP 4200/- (6 th PC)	01	HH (Hearing Impaired)
	Assistant (Non S&T) (Continuing Contract)	PB1, 5200-20200, GP 2800/- (6 th PC)	01	OH (Orthopedically Impaired)
Hyderabad	HRD Executive (Non S &T) (Regular)	PB2, 9300-34800, GP 4600/- (6 th PC)	01	OH (Orthopedically Impaired)

The appointment would be against sanctioned regular and continuing contract posts, available at C-DAC, Thiruvananthapuram, Bengaluru and Hyderabad Centres subject to the applicable provisions of Bye laws and other rules as applicable.

All appointment against the notified positions will be done as per Clause 18.1.2 of Byelaws, on contract basis for duration of 5 years The contract shall be renewable based on satisfactory performance review for further periods of five years at a time, till attaining the age of superannuation i.e. 60 years

All the above posts are purely on contract basis

1. How to apply

1. Before filling the online application form, Candidates should read 'General Terms and Conditions' carefully.
2. Candidate should read all the eligibility parameters and ensure that he/she is eligible for the post before applying online
3. Candidate should have a valid email id and mobile no. which should remain valid and active till the completion of selection process, at least for a period of one year.
4. Candidates can click on the 'Apply' button provided against each position for which he/she wishes to apply.
5. Fill all the details in the application form at the appropriate places.
6. After filling all the details in online application form click on the 'Submit' button.
7. Candidates should scan their photograph in .jpg format (not more than 400 KB) and keep it ready for uploading.
8. Candidates should scan their Disability Certificate/Caste Certificate in PDF format (not more than 500 KB) and keep it ready for uploading.
9. A unique application number will be generated by the system, please note this application number for future reference. Candidates can take a print of the application form and keep it with them for their own records.
10. No hard copy/printed applications should be sent to C-DAC. Incomplete and defectively filled up forms shall be rejected straightway and no subsequent correspondences will be entertained in this regard.
11. Candidates working in Government/PSUs/Govt. Autonomous bodies should also apply online in advance and print the duly filled, and signed application form and forward it through proper channel to respective CDAC Centres as per address given below:-

- i. Principal Technical Officer (HR)
Human Resource Department
Centre for Development of Advanced Computing, PB No 6520,
Vellayambalam, Thiruvananthapuram - 33, KERALA - PIN: 695 033
- ii. Associate Director HRD,
Centre for Development of Advanced Computing (C-DAC)
No.1 Knowledge Park, Old Madras Road, Byappanahalli, Bengaluru-560 038
- iii. Human Resource Department
Centre for Development of Advanced Computing
Plot No. 6 & 7, Hardware Park, Sy No. 1/1, Srisailem Highway,
Pahadi Shareef Via Keshavagiri (Post), Hyderabad -501 510.

Those who are not forwarding their application through proper channel are required to produce 'No objection certificate (NOC)' from their current employer at the time of written test, if called for, failing which they will not be permitted to attend the test.

Closing date for applying online: The last date for online submission of application is December 15, 2016 (upto 1800 hrs).

2. Important Dates

A	Commencement of on-line Registration of application by candidates.	30 November, 2016, 10:00 am
B	Last date for on-line registration of application by candidates	December 15, 2016, 18:00 pm
C	Test date	Will be communicated by email only
D	Cut off date for calculation of Age and Experience	December 15, 2016

Please Note: The candidates are advised to visit C-DAC website regularly as Notice/ information, Corrigendum, Extension etc., if any, shall be published on our website www.cdac.in only.

General Terms & Conditions

The appointment would be against sanctioned regular and continuing contract posts, available at C-DAC subject to the applicable provisions of Bye laws and other applicable rules. The selected candidates will be appointed against, either regular post or continuing contract post, at the discretion of the management. All appointment against the notified positions i.e. regular and continuing contract posts, will be done as per clause 18.1.2 of byelaws, on contract basis for a duration of 5 years. The contract shall be renewable based on satisfactory performance review for further periods of five years at a time, till attaining the age of superannuation i.e. 60 years

1. Reservation :

- Applicants are expected to ensure that they are meeting the definition of Persons with Disabilities as defined in DoPT OM No. 36035/3/2004-Estt (Res), dated 29.12.2005 and submitting the applications in conformity with the requirements indicated in the advertisement.
- All candidates are required to submit the disability certificate in the format prescribed by Government of India, Department of Personnel and Training (DoPT) OM no. 36035/3/2004-Estt (Res) dated 29.12.2005 amended from time to time.
- A person who suffers from not less than 40% of relevant disability will only be eligible for reservation. The Disability Certificate issued by a competent authority indicating the % of disability is mandatory.
- Candidate belonging to reserved category (SC/ST/OBC) should produce the certificates at the time of written test, if called for, issued by competent authority in the prescribed format as stipulated by Government of India.
- In case of candidates belonging to OBC category, certificate should specifically contain the clause that the candidate does not belong to "creamy layer section".

Failing to produce any of the mandatory certificates, candidates will not be allowed to attend the written test against reserved posts and will not be allowed to claim the reservation.

2. Special Conditions:

- Eligible candidates will be permitted to engage Scribe in accordance with the applicable norms prescribed in this regard and they have to make their own arrangements for the same.
- Candidates, who opt for engaging Scribe, should indicate the same while submitting their online application by choosing the option provided.

3. Relaxation/Age Limit:

- Age relaxation - 10 years for Gen, 15 years for SC/ST and 13 years for OBC candidates in upper age limit will be allowed, as per Government of India norms, subject to the condition that maximum age of the applicant on the crucial date shall not exceed 56 years
- If a person with disability is entitled to age concession by virtue of being a Central Government employee, concession to him/her will be admissible either as a 'person with disability' or as a 'Central Government employee' whichever may be more beneficial to him/her.
- The cut-off date for ascertaining the age and experience will be last date for submitting the application.

4. Selection Process:

- Mode of Selection: The Government has dispensed the interview for Junior Level posts. Accordingly, Selection Test will be conducted through OMR / Computer Based Object Type Multiple Choice Examination. Management reserves the right to change/modify the selection process at any time, during the recruitment process, at its discretion. The decision of the management will be final and binding.
- The qualification and experience prescribed are the minimum requirements and possession of the same does not automatically make the candidates entitled to be called for selection test/selection process. There will be an initial screening based on the academic and other parameters given in the on-line application and only those screened-in candidates will be considered for further selection test / selection process.
- Initial screening will be based on academic records and experience. Though the minimum eligibility for applying will be as specified against each posts, the Centre reserves the right to fix a higher qualification in the initial screening itself, if sufficient number of candidates with higher qualifications are available.
- Candidates will be selected on the basis of their academic credentials, experience profile, performance in the selection test and such other selection processes/parameters, as deemed fit by management.
- If no or adequate no. of candidates are found suitable for a notified position, C-DAC may consider them for lower position, however, not for the reason that they possess lower qualification / experience.

5. Qualification:

- All the Academic qualifications should be regular course(s) from AICTE/UGC approved/recognized University/Deemed University/Institutes. The courses offered by autonomous institutions should be recognized as equivalent to the relevant courses approved/recognized by Association of Indian Universities (AIU)/UGC/AICTE.
- Wherever CGPA/OGPA or letter grade in a qualifying degree is awarded, equivalent percentage of marks should be indicated in the application form as per norms adopted by the respective University/Institute. For such cases a certificate to this effect should be obtained from University/Institute, which shall be produced at the time of test.

6. Experience:

- Only those experiences which are relevant and acquired after the date of acquiring Academic qualification will be considered. The decision of C-DAC in this regard will be final and binding.

7. Important Notes:

- OMR/Computer Based Examination for Selection of Posts will be held only at the respective Centres viz Thiruvananthapuram, Bengaluru and Hyderabad and C-DAC reserve the right to call candidates to any of the identified centres for the examination. CDAC decision regarding allotment of Examination Centre shall be final and no request / appear will be entertained for change of centre.
- It is the responsibility of the candidates to assess his/her own eligibility for the post for which he/she is applying in accordance with the advertisement. In case, if it is found at any point of time in future during process of selection or even after appointment that the candidate was not eligible as per prescribed qualification, experience etc, which could not be detected at the time of selection due to whatever circumstances, his/her candidature/appointment shall be liable to be cancelled/terminated.
- Canvassing in any form will be a disqualification for selection.
- Candidates are not required to send printout of application or any other documents in hard copy to C-DAC, other than in the case of applicants, who are forwarding the applications through proper channel.
- Admit Card for selection test, Call Letters, other correspondences (if any) etc. will be sent to candidates only by email to the email id provided in their online application. No hard copy of such communication will be sent.
- Mere issue of Admit Card will not imply acceptance of candidature.
- In case of internal candidates, please note that the finally selected candidates will have to resign from the services and re-join the post as fresh employees on probation.
- All queries pertaining to recruitment including selection process should be addressed to respective Centres only through e-mail to rct1@cdac.in for Thiruvananthapuram Centre, hrd-hyd@cdac.in for Hyderabad and hrd-blr@cdac.in for Bengaluru Centre. Kindly note that we have not authorized any agent/ agency for representing C-DAC for anything related to recruitment or its processes.

9. Number of vacancies may increase/decrease based on the final assessment and such changes will be made by C-DAC without any notice.
10. C-DAC reserves the right to cancel or introduce any examination/skill test/other selection process. C-DAC also reserves the right to cancel/restrict/curtail/enlarge the recruitment process and/or the selection process without any notice and without assigning any reasons.
11. All the posts will be filled as per the Recruitment Rules of C-DAC.
12. The number of unreserved/reserved posts advertised may vary and C-DAC reserves the right not to fill up some or all the posts advertised, if the circumstances so warrant.
13. Applications not providing adequate information required for assessment will be liable for rejection.
14. Candidates are advised to keep checking the website (ww.cdac.in) for any information updates.

Technical Position (Group-'B') available for Thiruvananthapuram Centre

Name of the post	Technical Assistant.
Pay band Grade Pay	PB 2, 9300-34800, GP ₹ 4200/- with allowances on the pattern of Central Govt. Total emoluments are currently at ₹. 33,159/- per month approximately as per 6th CPC. Other benefits like EPF, Gratuity, LTC, and Medical reimbursement extra. (Approx. CTC ₹. 3,97,908/-P.A).
Upper Age limit	45 yrs for UR* 48 yrs for PwD belonging to OBC category (Non-Creamy layer) * 50 yrs for PwD belonging to SC/ST category * * (Inclusive of age relaxation as per GOI norms)
Minimum Qualification & experience (Only post qualification Experience)	a. Three year full time diploma in Computer Science with First Class and 3 years of experience in the relevant field. OR b. Graduation in Computer Science with first class and 3 years of experience in the relevant field. OR c. Trade Certificate with NCVT where basic qualification for admission to the Course is Matriculation or equivalent and 9 years of experience in the relevant field. OR d. Graduate with First Class in Computer Science and DOEACC 'A' Level with 4 years of experience in the relevant field.
Skillset/Domain Expertise	Development, Testing, Installation, Commissioning, Field trials, Maintenance of software, Computer operations and maintenance etc.

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Non-Technical Position (Group-'C') available for Thiruvananthapuram Centre

Name of the post	Clerk
Pay band Grade Pay	PB-1 ₹. 5200-20200 GP 1900 with allowances on the pattern of Central Govt. Total emoluments are currently at ₹. 19,961/- per month approximately. Other benefits like EPF, Gratuity, LTC, and Medical reimbursement extra. (Approx. CTC ₹.2,39,532/-P.A).
Upper Age limit	40 yrs for UR * 43 yrs for PwD belonging to OBC category Non Creamy Layer) * 45 yrs for PwD belonging to SC/ST category * * (Inclusive of age relaxation as per GOI norms)
Minimum Qualification	a. Graduate in any discipline. b. Knowledge of computer operation.

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Non Technical Position (Group-'B') available for Bengaluru Centre

Name of the post	Senior Assistant - 01
Pay band Grade Pay	PB 2, 9300-34800, GP ₹. 4200/- with allowances on the pattern of Central Govt. Total emoluments are currently at ₹. 38,085/- per month approximately as per 6th CPC. Other benefits like EPF, Gratuity, LTC, and Medical reimbursement extra. (Approx. CTC ₹. 5,22,904 /-P.A).
Upper Age limit	45 yrs for UR * 48 yrs for PwD belonging to OBC category (Non-Creamy layer) * 50 yrs for PwD belonging to SC/ST category * * (Inclusive of age relaxation as per GOI norms)
Minimum Qualification & experience (Only post qualification Experience)	a. Graduate in any discipline. b. one year Certificate course in Computers c. 11 years of working experience in relevant field or 9 years for Post graduate (or) Graduate with 50-100 WPM typing/shorthand, familiar with computer operations with three years relevant experience.
Skillset/Domain Expertise	<ul style="list-style-type: none"> • The position is multi-task/multi function in nature and should have experience in Administration/Human Resource Management (HRD) /Materials Management Group (MMG) • Ability to draft routine letters independently • Knowledge of computer & office automation • Familiar with Government Rules and Regulations. • Expert in MS Office

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Non Technical Position (Group-'C') available for Bengaluru Centre	
Name of the post	Assistant - 01
Pay band Grade Pay	PB 1, 5200-20200, GP ₹. 2800/- with allowances on the pattern of Central Govt. Total emoluments are currently at ₹. 32,568/- per month approximately as per 6th CPC. Other benefits like EPF, Gratuity, LTC, and Medical reimbursement extra. (Approx. CTC ₹. 4,50,286/-P.A).
Upper Age limit	45 yrs for UR * 48 yrs for PwD belonging to OBC category (Non-Creamy layer) * 50 yrs for PwD belonging to SC/ST category * * (Inclusive of age relaxation as per GOI norms)
Minimum Qualification & experience (Only post qualification Experience)	a. Graduate in any discipline b. Minimum 6 months certificate course in Computers c. 7 years of working experience in relevant field or 5 years for a Post Graduate. (or) Graduate with 40/80 wpm typing/shorthand & familiar with computer operations.
Skillset/Domain Expertise	<ul style="list-style-type: none"> Should have multifunctional capabilities Ability to draft routine letters independently Expert in MS Office
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Non-Technical Position (Group-'B') available for Hyderabad Centre	
Name of the post	Human Resource Development Executive (HRD Executive)
Pay band Grade Pay	PB2, 9300-34,800, GP ₹. 4600 with allowances on the pattern of Central Govt. Total emoluments are currently at ₹. 49,021/- per month approximately. Other benefits like EPF, Gratuity, LTC, and Medical reimbursement extra. (Approx. CTC ₹. 7,69,694 /-P.A).
Upper Age limit	45 yrs for UR* 48 yrs for PwD belonging to OBC category (Non-Creamy layer) * 50 yrs for PwD belonging to SC/ST category * * (Inclusive of age relaxation as per GOI norms)
Minimum Qualification & experience (Only post qualification Experience)	a. Graduate with 50% marks in any discipline or a postgraduate. b. Familiar with Computer operations. c. 14 years of working experience in relevant field for graduates and 12 years for Post graduates.
Skillset/Domain Expertise	<ul style="list-style-type: none"> Should have good communication skills both written and verbal. Knowledge of computer & office automation
Job Requirement	<ul style="list-style-type: none"> The position is multi-tasking in nature and should have experience in Human Resource and Administrative Department. The selected candidate would be required to work in other departments as and when assigned. Familiar with government rules and regulations.
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