

**ADVERTISEMENT NO. URDIP/05/2023**

**Learning opportunity for Engineering and Science professionals.**

CSIR has set up a Unit for Research and Development of Information Products (CSIR-URDIP) at Pune to work in the area of Scientific Informatics - Patent Informatics.

Applications are invited from Qualified Candidates who meet the required qualification and experience in the Mission/MLP/ sponsored projects at CSIR-URDIP as stated below:

Post Code	Name of Position	Essential Qualification	Desirable Qualification	Upper Age limit as on last date of Application	No of Positions
CS-01	Project Assistant	B.Sc Degree in Chemistry from a recognized University or Equivalent.	Experience in IPR/ Patent Law and Experience in MS-Office	50 years	01
CS-02	Project Associate –I	Master's Degree in Chemistry OR M. Pharma degree from a recognized University or Equivalent.	Experience in IPR/Patent Analytics / Patent Law/Patent Information Search and Analysis.	35 years	04
CS-03	Project Associate –II	(i) Master's Degree in Chemistry OR M. Pharma degree from a recognized University or Equivalent; and (ii) Two years' experience in Research and Development in Industrial and Academic Institutions or Science and Technology Organisations and Scientific activities and services.	Experience in IPR/Patent Analytics / Patent Law/Patent Information Search and Analysis.	35 years	03
CS-04	Senior Project Associate	(i) Master's Degree in Chemistry OR M. Pharma degree from a recognized University or Equivalent; and (ii) Four years' experience in Research and Development in Industrial and Academic Institutions or Science and Technology Organisations and Scientific activities and services. <b>OR</b> Doctoral Degree in Chemistry/Pharma from a recognized University or equivalent.	Experience in IPR/Patent Analytics / Patent Law/Patent Information Search and Analysis	40 years	01
<b>Total</b>					<b>09</b>



## **Unit for Research & Development of Information Products**

**NCL Estate, Sr. No. 113 & 114, Pashan Road, Pune - 411 008.**

**URDIP**

### **Job Requirement:**

**Post Code CS-01:** The role of a Project Assistant would be to assist project leaders in the management of scientific data and related supporting activities.

**Post Code CS-02:** The role of a Project Associate-I would be to search, analyze and summarize the content of the scientific documents and prepare technical reports.

**Post Code CS-03:** The role of Project Associate-II would be to search, analyze and summarize the content of the scientific documents and prepare technical reports. They are expected to work independently as well as support and provide guidance to the team. They should also be willing to train other team members.

**Post Code CS-04:** The role of a Senior Project Associate would be to efficiently search, and analyze the content of scientific documents including patents and generate technical reports. He/She should have the capacity to multitask on more than one assignment and also willing to train/guide junior team members, and provide overall support to Project Leader in any project related activities.

All the above-mentioned posts require the following additional skills

- Excellent Oral and Written Communication in English language
- Aptitude for research publications, data mining and analytical skills.
- Proficiency in use of commonly used software for word processing, database searching, spreadsheets & presentations.

### **Consolidated Stipend Payable:**

#### **Project Assistant**

Rs. 20,000.00 p.m. + Applicable HRA.

#### **Project Associate-I**

Without NET/GATE - Rs. 25,000.00 p.m. + Applicable HRA

With NET/GATE/A selection process through national level examinations conducted by Central Govt. Departments and their Agencies and Institutions - Rs. 31,000.00 p.m. + Applicable HRA

#### **For Project Associate-II**

Without NET/GATE - Rs. 28,000.00 p.m. + Applicable HRA

With NET/GATE/A selection process through national level examinations conducted by Central Govt. Departments and their Agencies and Institutions - Rs.35, 000.00 p.m. + Applicable HRA

#### **Senior Project Associate**

Rs. 42,000.00 p.m. + Applicable HRA

**No other allowance is admissible. This Unit has facility for Hostel accommodation. Those opting for hostel facility will be allotted hostel subject to availability/vacancy. In that case, HRA will not be admissible.**

Link for the online submission of the form- Visit "**Career**" section of our website "**www.urdip.res.in**" to apply **online**.

Only candidates who fulfill the criteria may fill the online form. The shortlisted candidates should appear for the interview at the communicated date and time.

**Please note:**

1. Vacancies are tentative which may vary based on project requirements. The selected candidates will be intimated and appointed based on the approval of the project and receipt of budget from funding agencies.
2. Applicants who are eligible to apply under more than one post code may apply separately against each position.
3. Candidates who have completed their degree with requisite educational qualifications **only** need to apply.
4. The period of experience in a discipline/area of work, wherever prescribed, shall be counted after the date of acquiring the minimum prescribed educational qualifications for that position.
5. The engagement will be made initially for a period of six month which may be extended or curtailed, depending on the satisfactory performance and conduct of the candidates and project duration.
6. The tenure of the Project Assistant/Associates so engaged is co-terminus with the duration of the project. However, the maximum duration for which Project Assistants/Project Associates could be engaged in different projects taken together, will be 5 years.
7. The upper age limit as on date of Interview, is relaxable as per the Government of India Rules i.e. up to 5 years in the case of candidates belonging to scheduled Caste/Scheduled Tribes/Persons with disabilities/ Women and 3 years for OBC (Non-Creamy layer)
8. In case a large number of candidates apply for the position, Selection/Screening Committee will have discretion to shortlist the candidates for interview based on written exam or percentage of marks or desirable qualification/experience or higher qualification or any other criteria as deemed fit.
9. The interview will be conducted in **offline mode only**.
10. No separate interview call letters will be issued; **The candidates are requested to visit the CSIR-URDIP website frequently to know the information and status regarding interview dates/interview schedule/amendments/results etc.**
11. Shortlisted candidates would need to bring/submit downloaded application form duly completed in all respects, along with original qualification and experience certificates along with one set of photocopies at CSIR URDIP, for verification. In the event of any information being found false/incorrect or being detected ineligible, the candidature is liable to be rejected without any notice.
12. The selected candidates are expected to join within fifteen days from the date of receiving offer of engagement completing all pre-appointment formalities including medical examination and character verification etc.
13. List of selected candidates will be displayed on website. In addition, a waiting panel will also be drawn for meeting future requirements and it will be valid for one year.
14. The engagement is purely on temporary and contract basis under the externally funded/sponsored/Network/other project undertaken by CSIR-URDIP. The engagement under project does not confer any right/claim whatsoever, either explicitly or implicitly on the appointee, for regular appointment in CSIR / CSIR-URDIP, against any post or otherwise under any legal conditions or precedent.
15. CSIR-URDIP reserves the right to cancel or withdraw the award in case of any discrepancy found, in the candidature of any selected candidate at any stage.
16. CSIR-URDIP reserves the right not to fill up a particular position, if it so desires. The number of vacancies indicated above may vary at the time of actual selection.
17. The candidates should make their own arrangements for attending the interview, the details of which will be uploaded on the website. No TA-DA will be paid to the candidates for attending the interview.
18. **Closing date of submission of the online application form - 07-Aug-2023.** Date for publishing short listed candidates - Within one week from closing date of online application form.

Sd/-

Section Officer (Gen.)