

CENTRAL SILK BOARD
(Ministry of Textiles – Government of India)
BANGALORE – 560 068

Advt. No. CSB-3/2010

Applications are invited from eligible candidates for the following posts:-

1) Name of the Post : **SENIOR LIBRARY & INFORMATION ASSISTANT**
No. of Posts : **1 Post (Reserved for Other Backward Classes)**
Pay Band + Grade Pay : **PB-2 Rs.9300-34800 + Grade Pay of Rs.4200/-.**
Age : **Below 30 years**
Essential Qualification : **Master's Degree of a recognized University in Science/Commerce/Arts with Bachelor's Degree of a recognized University in Library Science.**

Desirable: Computer knowledge will be an added advantage . Preference will be given to candidates with Experience.

Place of Vacancy : **Anywhere in India**

2) Name of the Post : **JUNIOR TRANSLATOR (HINDI)**
No. of Posts : **1 Post (Reserved for Other Backward Classes)**
Pay Band + Grade Pay : **PB-2 Rs.9300-34800 + Grade Pay of Rs.4200/-.**
Age : **Below 30 years**
Essential Qualification : **II Class Master's Degree in Hindi from a recognised University with Diploma in translation from Hindi to English & vice-versa.**

Place of Vacancy : **Pampore (Jammu & Kashmir)**

3) Name of the Post : **ASSISTANT (TECHNICAL)**
No. of Posts : **2 [1 post reserved for ST, 1 post unreserved]**
Pay Band + Grade Pay : **PB-2 Rs.9300-34800 + Grade Pay of Rs.4200/-.**
Age : **Below 30 years**
Essential Qualification : **II Class Bachelor's Degree with at least 50% marks in Entomology / Zoology / Botany / Agriculture / Sericulture / Chemistry or an equivalent qualification from a recognised University.**

Place of Vacancy : **Anywhere in India.**

- 4) Name of the Post : **JUNIOR STENOGRAPHER**
No. of Posts : **1 Post (Reserved for Scheduled Tribe)**
Pay Band + Grade Pay : **PB-1 Rs.5200-20200 + Grade Pay of Rs.2400/-.**
Age : **Below 25 years**
Essential Qualification : **Matriculation or equivalent qualification with a pass in English Typewriting and Shorthand examinations conducted by the State Technical Education Board with a speed of 40 words per minute in Typewriting and 80 words per minute in Shorthand.**

Preference will be given to Graduates fulfilling Typewriting and Shorthand qualifications prescribed above.

Note: Skill Test will be conducted on Computer only

Place of Vacancy : **Chennai (Tamil Nadu)**

Last date for receipt of application: **6th August 2010**

Last date for receipt of applications **by post** for candidates residing in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K State, Spiti District & Pangi Sub-Division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands and Lakshadweep or abroad.
16th August, 2010

Note: “ Government strives to have a workforce which reflects gender balance and woman candidates are encouraged to apply.”

Though the place of vacancy for post at Sl.No. 2 [Junior Translator (Hindi)] is Pampore (J&K) and for post at Sl.No. 4 (Junior Stenographer) is Chennai (Tamil Nadu), the candidates selected are liable to be posted anywhere in India. Further, CSB has Units all over the country and there is all India transfer liability for all its employees.

Besides pay, the posts carry allowances as per Central Government rates.

Applicants serving under Government/Semi-Government/Public Sector Undertakings must apply through proper channel. In case of advance copy, the application must be accompanied with all the required enclosures without which it will not be entertained. Additionally, a 'NO OBJECTION CERTIFICATE' from the employer at the time of interview is essential. Applications which are unsigned, or not in the prescribed format or without attested copies of all certificates (including caste certificate in respect of SC/ST/OBC candidates and medical certificates in respect of Persons With Disabilities) in support of their claim or received after the last date stipulated in this advertisement shall be summarily rejected. Candidates applying for more than one post should send separate applications for each post. Each application should be submitted in a separate envelope superscribed 'APPLICATION FOR THE POST OF

.....03/-

The prescribed Educational Qualifications are minimum required and mere possession of the same does not entitle candidates to be called for interview. Where the number of applications received in response to the Advertisement is large and it will not be convenient or possible for the Board to interview all those candidates, the Board has the right to limit the candidates to be called for interview on the basis of qualifications and experience higher than the minimum prescribed in the Advertisement. The Board also reserves the right to call for Interview only those candidates who in its assessment are likely to be more suitable. The Board also reserves the right to cancel the entire recruitment process at any time without assigning any reasons. No correspondence will be entertained with candidates not selected for interview/appointment. Canvassing in any form will be a disqualification.

AGE LIMIT & RELAXATIONS:

- i) The date for determining the upper age limit, qualifications and experience shall be the closing date prescribed for receipt of completed application as indicated above.
- ii) The age limit shown against all the posts is normal age limit as per Recruitment Rules. However, age is relaxable for SC/ST candidates upto 5 years and upto 3 years for OBC candidates in respect of vacancies reserved for them.
- iii) Persons with Disabilities are eligible for age relaxation over and above the upper age limit prescribed as per Govt. of India Rules i.e. by 5 years for posts at Sl No. 1 to 3 and by 10 years for posts at Sl. No. 4.
- iv) Departmental candidates / Government Servants are eligible for age relaxation of 5 years as per Rules for posts from Sl. No. 1 to 3 and for post at Sl.No. 4 upto the age of 40 years.
- v) Relaxation of 5 years will also be permissible to those who had ordinarily been domiciled in the State of Jammu & Kashmir during the period from 01.01.1980 to 31.12.1989 subject to production of relevant certificate from concerned authority.

Applications together with certified copies with regard to educational qualifications, age, experience, Disability Certificate in respect of Persons with Disabilities [Certificate issued by Medical Board and Caste Certificate in the case of SC/ST/OBC etc. issued by authorized authority should reach the Member-Secretary, Central Silk Board, CSB Complex, B.T.M. Layout, Madiwala, Hosur Road, Bangalore – 560 068 within the stipulated date in the prescribed format.

APPLICATION FORMAT

Affix
Passport
Size
Photograph

1. Post Applied for
2. Full Name (in Block letters)
3. Father's/Spouse name
4. Date of Birth

M	M	D	D	Y	Y	Y	Y

5. Address
(a) for communication

Flat/Unit No., Block No.	
Name of the Premise/Building /Village	
Area/Locality/Taluka	
District/Town/City	
State/Union Territory	
Pin Code	

- (b) Telephone/Mobile Number
(c) E-mail Address

6. Sex

Male	Female

7. Marital Status

Married	Unmarried

8. (a) Whether belongs to :-

SC	ST	OBC	PWD (PH)	General	Ex-serviceman	Departmental	Govt. Servant

- (i) If PWD(PH), Please indicate type of disability with Percentage of disability :
- (ii) If SC/ST/OBC, Please indicate Sub-Caste :

(b) Whether belongs to Minority Community : Yes/No

(i) If yes, which Community :

9. Please indicate whether any of your relative is working in the Central Silk Board, if so, his/her name and post held

Name of Employee	Designation	Place of Working

10. Details of Matriculation, Graduate level and Post Graduate level qualification with percentage of marks obtained.

Sl No.	Name of School/ College/ University	Degree / Exam Passed	Year of Passing	Subjects	Class/ Division	Percentage of Marks
1						
2						
3						
4						
5						

11. Details of Experience:

(a) Employment (including the present post):

Sl No	Name of the Employer	Designation of Post held	Nature of duties performed	Pay Scale	Date of joining	Date of leaving	Reasons for leaving
1							
2							
3							

(b) Present Pay drawn and total emoluments:

(c) Additional Information, if any.

12. Additional information, if any.

I hereby declare that all statements made in the application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect, my candidature/appointment may be cancelled/terminated without any notice. I also declare that I am a citizen of India by birth/domicile.

Place:

Date:

Signature of Candidate