

## CENTRAL COUNCIL FOR RESEARCH IN UNANI MEDICINE

61-65, Institutional Area, Opp. D Block, Janakpuri New Delhi -110058

### **Advertisement No.02/2024**

Applications are invited on deputation basis for filling up of **01 post of Assistant Director (Administration), 01 post of Accounts Officer, 02 posts of Accountant (01-NRIUMSD, Hyderabad and 01-CCRUM, New Delhi), 01 post of Research Officer (Chemistry) – (CCRUM, New Delhi), 01 post of Research Officer (Pharmacology)-(RRIUM, Srinagar) and 02 posts of Hindi Assistant (01-NRIUMSD, Hyderabad and 01-CCRUM, New Delhi)** in the Central Council for Research in Unani Medicine (CCRUM), New Delhi as per eligibility criteria given below

S. No	Name of Post	Pay Scale	Eligibility Criteria
1.	<b>Assistant Director (Administration)</b>	<b>Level-11 (Rs. 67,700-2,08,700/-) of Pay Matrix of 7<sup>th</sup> CPC</b>	<p><b>On Deputation basis:</b> Officers under Central Government/Central Government autonomous bodies holding analogous posts or with 5 years' regular service in a post in Pay Level-10 of Rs.56100-177500 and possessing adequate experience in personnel management with thorough knowledge of Administrative and Establishment procedures, Accounts, Budget, Budgetary Control, Govt. Rules and regulations,</p> <p><b>Note:1</b> The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, the officers on deputation shall not be eligible for consideration for appointment by promotion.</p> <p><b>Note:2</b> The period of deputation including the period deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/departmental of the Central Government shall ordinarily not exceed three years.</p> <p><b>Note:3</b> For the purpose of appointment on deputation, the service rendered on a regular basis by the officer prior to 1<sup>st</sup> January, 2016 (the date from which the revised Pay Matrix/Pay Levels structure based on the 7<sup>th</sup> Central Pay</p>

			<p>Commission recommendations have been implemented) shall be deemed to be service rendered in the corresponding Pay Level implemented based on the recommendations of the 7<sup>th</sup> CPC except where there has been merger of more than one pre-revised grade pay into one Pay Level with a common Pay Level and where this benefit will extend only for the posts for which that grade pay or pay scale is the normal replacement Pay Level without any upgradation.</p> <p>(ii) Age not exceeding 56 years as on the last date of submission of application.</p>
2.	<b>Accounts Officer</b>	<b>Level-7 (Rs.44,900-1,42,400/-)</b> of Pay Matrix of 7 <sup>th</sup> CPC	<p><b>On Deputation basis:</b></p> <p>(a) Officers of Govt./Semi Govt./ Autonomous Body/Statutory bodies/PSUs/ holding analogous post in the parent cadre/department or with 5 years' service on regular basis in Pay Level-6 of Rs.35400-112400 (Pre-revised PB-2 –Rs.9300-34800 with GP of Rs.4200 or equivalent in the parent cadre/department</p> <p>(b) Possessing any of the following qualification:-</p> <p>1(i) A pass in the SAS or equivalent examination conducted by any one of the organized Accounts Departments of the Central Govt:</p> <p>2(i) Successful completion of training in cash and accounts work in ISTM or equivalent training course and a minimum of 3 years experience in cash, accounts and budget work.</p>
3.	<b>Accountant</b>	<b>Pay Level-6 (Rs.35,400-1,12,400)</b> of Pay Matrix of 7 <sup>th</sup> CPC	<p><b>On Deputation:</b></p> <p>(A) UDCs of CSCS with 8 years regular service in the grade; and</p> <p>(b) who have undergone training in cash and accounts work in the ISTM or equivalent and possessing two years experience of cash, accounts and budget work; failing which,</p> <p>B. Officers under Central Government:-</p> <p>(a)(i) holding analogous post on regular basis in the parent cadre/department <b>OR</b></p> <p>(ii) with six years service in the grade rendered after appointment thereto on</p>

			<p>a regular basis in Pay Band-I (Rs. 5200-20200) with Grade Pay of Rs. 2800/- or equivalent in the parent cadre/department <b>OR</b></p> <p>(iii)with eight years regular service in the grade rendered after appointment thereto in Pay Band-I (Rs. 5200-20200) with Grade Pay of Rs. 2400/- or equivalent in the parent cadre/department; and</p> <p>(b)who have undergone training in cash and accounts work in the ISTM or equivalent course and possessing two years experience of cash, accounts and budget work.</p> <p><b>Note-1:</b> The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, the deputationists shall not be eligible for consideration for appointment by promotion.</p> <p><b>Note-2:</b> The period of deputation including the period deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/departmental of the Central Government shall ordinarily not exceed three years.</p> <p>The Maximum age limit for appointment by deputation shall be 'Not exceeding 56 years' as on the closing date of receipt of applications.</p> <p><b>Note-3:</b> For the purpose of appointment on deputation or absorption basis, the service rendered on a regular basis by and officer prior to 1<sup>st</sup> January, 2006 (the date from which the revised pay structure based on the Sixth Central Pay Commission recommendation has been extended) shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the Pay commission except where there has been merger of more than one pre-</p>
--	--	--	---

			revised scale of pay into one grade with a common grade pay or pay scale and where this benefit will extend only for the post(s) for which that grade pay or pay scale is the normal replacement grade without any upgradation.
4.	<b>Research Officer (Chemistry)</b>	<b>Level-10</b> (Rs.56,100-1,77,500) of Pay Matrix of 7 <sup>th</sup> CPC	<p><b>On Deputation:</b> Transfer on deputation (including short term contract) Officers of the Central/State Govt. including autonomous bodies/Research Institutions/Public Sector Undertakings/Semi-Government or autonomous organizations funded by the Government:</p> <p>1. Holding analogous posts on regular basis and fulfilling the educational and other qualifications prescribed for Direct Recruitment. <b>Or</b> 2. With 03 years regular service in Pay Band Rs.9300-34800+ GP Rs.4600/- or with 08 years regular service in Pay Band Rs. 9300-34800+ GP Rs.4200/- possessing educational &amp; other qualification as prescribed for direct recruits, indicated below:</p> <p><b>Essential:</b> 1. Post Graduate degree in the Chemistry from a recognized University/Institution. 2. 03 years Research/Teaching experience after Post Graduate Degree.</p> <p><b>Note 1:</b> Initially the period of deputation will be 3 years which may be extended based on performance upto 5 years.</p> <p><b>Note 2:</b> Age limit not exceeding 56 years as on last date for receipt of applications.</p>
5.	<b>Research Officer (Pharmacology)</b>	<b>Level-10</b> (Rs.56,100-1,77,500) of Pay Matrix of 7 <sup>th</sup> CPC	<p><b>On Deputation:</b> Transfer on deputation (including short term contract) Officers of the Central/State Govt. including autonomous bodies/Research Institutions/Public Sector Undertakings/Semi-Government or autonomous organizations funded by the</p>

			<p>Government:</p> <p>1. Holding analogous posts on regular basis and fulfilling the educational and other qualifications prescribed for Direct Recruitment. <b>Or</b></p> <p>2. With 03 years regular service in Pay Band Rs.9300-34800+ GP Rs.4600/- or with 08 years regular service in Pay Band Rs. 9300-34800+ GP Rs.4200/- possessing educational qualification as prescribed for direct recruits, indicated below:</p> <p><b>Essential:</b></p> <p>a) M.D. (Pharmacology) M.V.Sc. (Pharmacology)/M. Pharma(U), M.Sc. (Medicinal Plants with specialization in Pharmacology) from a recognized University/Institution.</p> <p>b) 3 years experience after PG for Non-medical discipline.</p> <p><b>Note 1:</b> Initially the period of deputation will be 3 years which may be extended based on performance upto 5 years.</p> <p><b>Note 2:</b> Age limit not exceeding 56 years as on last date for receipt of applications.</p>
6.	<b>Hindi Assistant</b>	<b>Pay Level-6 (Rs.35,400-1,12,400)</b> of Pay Matrix of 7 <sup>th</sup> CPC	<p><b>On Deputation:</b> Transfer on deputation/Transfer. Officer of the Central Govt./State Govt./Research Institutions:</p> <p>(i) Holding analogous posts or (ii) With 4 years regular service in the scale of Rs.4,500-5,700 or equivalent and possessing the qualification prescribed for Direct Recruitment.</p>

The pay & allowances and other terms will be regulated in accordance with the instructions issued by Department of Personals & Training from time to time. The willing and eligible officers should send their applications for the post in the format through the Cadre Controlling Authority addressed **to the Director General**, Central Council For Research In Unani Medicine, 61-65, Institutional Area, Opp. D Block, Janakpuri New Delhi -110058 **within 30 days from the date of publication of this vacancy in Employment News**. The vacancy circular and Performa for application can also be downloaded from Council's **website <http://www.ccrum.res.in>**.

The cadre controlling Authority, while forwarding the application must enclose vigilance clearance including whether disciplinary case is pending or being contemplated against

the officer, Major/ Minor Penalty statement for the last 5 years, Integrity Certificate & photocopies of Annual Confidential Reports (ACRs)/ Annual Performance Appraisal Reports (APARs) for the last five years duly attested on each page. Cadre Controlling Authority may ensure that the applicant fulfills all the eligibility.

**(Mohammad Parvez)**  
Administrative Officer  
for Director General



# Central Council for Research in Unani Medicine

61-65, Institutional Area, Opp. D-Block, Janakpuri, New Delhi - 110058

(Ministry of Ayush, Govt. of India)

Advertisement Number: \_\_\_\_/2024

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

## APPLICATION FOR THE POST OF:

Recent  
Passport Size  
Photograph

1. Candidate's Name in full  
(IN BLOCK LETTERS)

2. Father's Name in full

3. Address

(i) Postal Address

(ii) Permanent Address

(iii) E-mail Address

(iv) Telephone/Mobile No.

4. (a) Date of Birth

(Based on matriculation or school leaving certificate. An attested copy of the certificate must be attached)

(b) Age as on the date of advertisement

5. Place of Birth and State in which it is situated

6. Nationality

State either by the birth or by Domicile

7. Caste (State whether SC/ST/OBC)

(An attested copy of the certificate must be attached)

8. a) Father's Nationality

b) Profession

c) Name of the State to which the Candidate's father belong or belonged

9. Candidate's mother tongue

Other Indian and foreign language, if any, he/she can speak, read and write fluently. Give full particulars and state the examination passed.

Read only	Speak only	Read & speak	Read, write & speak	Examination passed

10. Examination passed:

Examination passed	Name of the School/College	University or Board	Year	% age of marks	Subjects	Distinction

11. Appointment so far held:

S. No.	Name of the post with full address of the employers	Date of joining	Date of leaving	Nature of duties performed during the service	Scale of pay and basic pay drawn	Reason for leaving

12. If candidate has been outside India, the following particulars should be given:

Country visited	Date of visit	Duration of visit	Purpose of visit

13. Any other work relevant to the qualifications for the post applied for done since leaving colleges with dates:

---

---

---

---

---

14. Name, address and profession of two referees, who should be responsible persons, not related to the candidate but well acquainted with him in private life, and not connected with his school or college.



S. No.	Name of referees	Address	Period for which he was known to the candidate
1.			
2.			

15. Details of enclosures.

- |          |           |
|----------|-----------|
| 1) _____ | 6) _____  |
| 2) _____ | 7) _____  |
| 3) _____ | 8) _____  |
| 4) _____ | 9) _____  |
| 5) _____ | 10) _____ |

16. Additional information, if any: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

## DECLARATION

I declare that all statements recorded in the application form are true to the best of my knowledge and belief.

Signature of the candidate in full \_\_\_\_\_

Address for correspondence \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_

Place: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

---

**Note:** Application not signed by the candidate is liable to rejection.

**Educational and other qualifications required for**  
**Direct Recruitment for the post of Hindi**  
**Assistant**

1. Degree of a recognized University.
2. Adequate knowledge of Hindi equal to the Hindi standard B.A. examination of an Indian University.
3. Ability to translate from English to Hindi and vice-versa as evidenced by a test.

**OR**

1. Post graduate qualification in Hindi with ability to translate from English to Hindi and Vice-versa.

**Desirable:** Knowledge of Computer.