



## **CENTRAL COUNCIL FOR RESEARCH IN UNANI MEDICINE**

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

(Ministry of AYUSH, Government of India)

### **Walk-In Interview**

Eligible candidates are invited for Walk-in-Interview for the following contractual post, on the date and time indicated at CCRUM, Hqrs., 5<sup>th</sup> Floor, 61-65, Institutional Area, opposite D-Block, Janakpuri, New Delhi:

<b>S.no</b>	<b>Name of the post</b>	<b>Eligibility Criteria</b>
<b>1.</b>	<b>Consultant (Admn)</b>	Retired Officer from the level of Section Officer & above in Govt./ Autonomous Organizations with adequate experience in Administrative/ Establishment/Accounts matters. <b>OR</b> Graduate in any discipline and having atleast 05 years experience in handling HR/ Administrative matters (in any well established organization) and should be well versed in dealing with the subject matter.
	Age	Should not be more than 64 years of age. The age ceiling for continuation of contract shall be 65 years as on the date of renewal of contract.
	No. of posts	01 post
	Place of posting	DSRI, Ghaziabad
	Tenure	Initially till 31.03.2023.
	Consolidated Pay (As per M/o AYUSH guidelines dated 13.07.2021)	<u>Retired Employees:</u> Last pay drawn at the time of retirement (-) Basic Pension + T.A (as per entitlement) <u>Through Open Market:</u> Rs. 50,000/- p.m
	<b>Date &amp; Reporting Time</b>	<b>25<sup>th</sup> May, 2022 at 10:30 A.M</b>

### **General Conditions:**

1. The selection will be made for the Institute as indicated in the advertisement. Once posted, the candidate will not normally be transferred. However, the Council reserves the right to transfer candidate in any other Institutes/Units of the Council.
2. The eligibility of the candidates will be determined at the time of interview.
3. The candidate, if employed with any Autonomous/Govt. or Private sector, may bring NOC from their employer at the time of interview.
4. The competent authority reserves the right to postpone/cancel the recruitment exercise at any stage.
5. The selected candidate shall have no claim for appointment on regular basis by virtue of their being engaged on contractual basis.
6. Interested candidates may also, in their own interest, ensure that they fulfil the eligibility conditions.
7. Candidates are requested to see Council's website (<http://ccrum.res.in>) on regular basis for any announcement in this regard.
8. No TA/DA will be admissible for attending the interview.

-Sd-

**Assistant Director (Admn.)  
for and on behalf of Director General, CCRUM**



# Central Council for Research in Unani Medicine

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## 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

PIN Code:

(ii) Permanent Address

PIN Code:

(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)

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(b) Age as on the date of advertisement

\_\_\_\_\_(Years) \_\_\_\_\_(Months) \_\_\_\_\_(Days)

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:

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

11. Appointment so far held:

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

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

<b>Country visited</b>	<b>Date of visit</b>	<b>Duration of visit</b>	<b>Purpose of visit</b>

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

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

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