



**Indian National Science Academy**  
Bahadur Shah Zafar Marg, New Delhi-110002  
[www.insaindia.res.in](http://www.insaindia.res.in)

**Recruitment Notice**

The Indian National Science Academy (INSA) is a professional body of Scientists established with the objectives of promoting science in India and harnessing scientific knowledge for the cause of humanity and national welfare. INSA invites applications for one position of **Senior Consultant** on consolidated salary initially for one year and extendable maximum for two more years based on work performance. Details for Essential /Desirable qualifications, experience, emoluments, age and job requirements, terms and conditions etc. are available on our website [www.insaindia.res.in](http://www.insaindia.res.in). The last date for submission of application form is **20 July, 2017**.

**Dy. Executive Director-II ( F & A)**

### Engagement of Sr. Consultant

Name of the Post	Senior Consultant
Nature of Employment	Contractual
Period of Employment	One year extendable and extendable maximum for two more years based on work performance.
Age Limit	Not exceeding 68 Years as on 1.7.2017
Essential Qualification	<p>(a) Ph.D. in Science Minimum 20 years experience after Ph.D. in the management and co-ordination of S&amp;T related programmes including international programmes.</p> <p>Should have a good knowledge of co-ordination work associated with professional societies, academies, programmes, activities and overall scientific community in the country. Should have high competency and established peer reputation</p> <p>Experience/ exposure in management of human and financial resources will be an added advantage.</p> <p style="text-align: center;">Or</p> <p>(b) Ph.D. in Science Retired Employees of Govt. / Autonomous organization of Govt. of India with (i) Grade Pay of Rs. 8900/- and above in the Pay-band Rs. 37400-67000 &amp; (ii) at least 20 years post-qualification experience in the management and co-ordination of S&amp;T related programmes including international programmes.</p> <p>Should have a good knowledge of co-ordination work associated with professional societies, academies, programmes, activities and overall scientific community in the country. Should have high competency and established peer reputation.</p> <p>Experience/ exposure in management of human and financial resources will be an added advantage.</p>
Consolidated Emoluments (all inclusive)	Rs. 65000/- to Rs. 75,000/- per month (depending on the Experience)
Selection Process	Shortlisted candidates shall be called for personal interaction.

1. The Sr. Consultant shall be responsible for day-to-day general administration for implementation of the decisions of the Committees and the Council. He / she shall act under the general directions of the Office Bearers and will be governed by the guidelines as may be laid down by the Council and Office Bearers from time to time. He / she shall be a full time salaried employee of the Academy. The incumbent is expected to actively contribute in the management/ co-ordination, growth and expansion of science promotion, international programmes, science policy studies/ science popularization and society related activities etc.
2. Candidates must ensure their eligibility before applying. The prescribed essential qualification are minimum and mere possession of the same does not entitle any candidate to be called for personal interaction. Applications received in response to notification will be scrutinized and maximum 10 applicants would be shortlisted, who will be called for personal interaction and documents verification with the original documents. Based on qualification, experiences and outcome of personal interaction, the candidate will be selected.
3. The Academy reserves the right to reject any application without assigning any reason.
4. The Appointment would be made purely on contract basis initially for one year extendable maximum for two more years based on work performance and as per needs of the Academy. Appointment will be co-terminus, if not further extended.

Candidates desirous of applying for engagement mentioned above, may submit duly filled in downloaded application form along with latest photograph, self attested photocopies of educational certificate and mark sheets (matriculation onwards), relevant degree of essential qualifications, experience certificate to **Deputy Executive Director-II (F &A), Indian National Science Academy, Bahadur Shah Zafar Marg, New Delhi-110002** in a closed cover superscribing '**Application for engagement as Sr. Consultant**'. Applications received without supporting documents shall be summarily rejected. The decision of the Academy in all matters relating to eligibility, acceptance or rejection of the applications, mode of selection, interview etc. shall be final and binding on the Candidates and no enquiry / correspondence will be entertained.

The Complete application should reach to the Academy latest by **20<sup>th</sup> July, 2017** from the date of publication of this advertisement. Applications received after due date will not be entertained. The Academy shall not be responsible for any delay on the part of postal department for delivery of application even if posted before the last date. No representation against such rejection will be entertained.

**Dy. Executive Director-II (F &A)**



भारतीय राष्ट्रीय विज्ञान अकादमी  
Indian National Science Academy  
बहादुर शाह ज़फर मार्ग, नई दिल्ली - 110002  
Bahadur Shah Zafar Marg, New Delhi-110002

आवेदन प्रपत्र  
APPLICATION FORM

अभ्यर्थी इस प्रपत्र को स्वयं भरें।

सभी कॉलम उचित रूप से भरे जाएँ।

अपूर्ण आवेदन पत्र अस्वीकृत कर दिया जाएगा।

To be filled in by the candidates in his own handwriting.

All the columns should be properly filled in.

Incomplete application forms will be rejected summarily.

Affix recent signed  
Passport size  
photograph

नवीनतम हस्ताक्षरित  
पासपोर्ट आकार की  
फोटो चिपकाएँ।

1. आवेदित पद/ Post applied for : वरिष्ठ परामर्शदाता - अनुबंध आधार पर  
Senior Consultant – On Contract basis

2. पूरा नाम/ Name in full : .....  
(स्पष्ट अक्षरों में / In BLOCK LETTERS)

3. पिता / पति का नाम /Father's / Husband's Name : .....

4. (क/अ) जन्म तिथि/Date of birth : तारीख/Date महीना/Month वर्ष/Year  
.....

(ख/ब) आयु 1 जुलाई, 2017 को / Age as on 1 July 2017 :

वर्ष/YEARS महीने/MONTHS दिन/DAYS  
.....

5. श्रेणी जिससे आप संबंध रखते हैं/Category to which you belong : .....  
(SC/ST/OBC/General /अनु.जाति/अनु.ज.जाति/अ.पि.वर्ग/सामान्य)

6. वर्तमान में धारित पद का विवरण/ Details of Post being held presently:

(क/अ) वर्तमान रोजगार की स्थिति/ Present Employment Status

क्या केंद्रीय सरकार के अंतर्गत हैं/ स्वायत्त निकाय/ पीएसयू /विश्वविद्यालय /अन्य (कृपया लिखें)/

Whether under Central Government / Autonomous Body /PSU /University / Others (specify)

(ख/ब) धारित पद का नाम/ Name of the Post being held :

(ग/क) वर्तमान पद पर कब से हैं/Since when holding the present post :

(घ/द) कार्यालय/ विभाग/ मंत्रालय का नाम जहाँ कार्यरत हैं/ :

Name of the Office/Department/Ministry where working

(ड/े) वर्तमान पद का वेतन बैंड और ग्रेड वेतन/ :

Pay Band and Grade Pay of the Post holding presently

(च/फ) वर्तमान नियुक्ति/ पद की प्रकृति (नियमित/ अस्थायी आधार पर/ प्रतिनियुक्ति/ अनुबंधित इत्यादि)

Nature of the present appointment / Post (Regular / on temporary basis / Deputation /  
Contractual etc. ) :

7. शैक्षिक / व्यवसायिक अर्हताएँ (दसवीं से प्रारंभ करके) :

Educational / Professional Qualifications (Starting from Matriculation onwards):

उत्तीर्ण परीक्षा / Exam passed	श्रेणी/ ग्रेड तथा अंकों# की प्रतिशतता / Division Grade and percentage of Marks#	वर्ष जिसमें उत्तीर्ण हुए हैं / Year of passing	डिग्री/ डिप्लोमा की अवधि / Duration of the Degree / Diploma	बोर्ड/विश्वविद्यालय / Board / University	विषय / Subjects (s)

#In case of CGPA/OGPA or Grade, Please mention equivalent percentage of marks as per University/ Institute norms. Percentage of marks not to be rounded off/ सी.जी.पी.ए./ ओ.जी.पी.ए अथवा ग्रेड के मामले में, कृपया विश्वविद्यालय/ संस्थान के मानदंडों के अनुसार समतुल्य अंकों के प्रतिशत का उल्लेख करें। अंकों के प्रतिशत को पूर्णांकित न किया जाए।

8. कृपया स्पष्ट रूप से बताएँ कि आपके द्वारा की गई उपर्युक्त प्रविष्टियों के आधार पर आप इस पद की अपेक्षाओं को पूरी करते हैं - (हाँ/नहीं)/ Please state clearly whether in the light of entries made by you above, you meet the requirement of the post - (Yes / No) :

9. रोजगार का ब्यौरा (कालक्रम में) /Details of Employment (in chronological order) - (May attach separate sheet )

संगठन / Organization	धारित पद /Post held	स्थायी/ अस्थायी / संविदा / Permanent/ Temporary/ Contract	वेतनमान एवं अंतिम आहरित वेतन Scale of pay & last pay drawn	निश्चित तारीख दी जाए / Exact dates to be given से / From -- तक /To	कुल अवधि (वर्षों में) Total period (in years)	कार्यों की प्रकृति / Nature of duties

10. शैक्षिक अर्हता के उपरांत कुल अनुभव, वर्षों में/ Total experience in years after Educational Qualification :

11. विशेषज्ञता, यदि कोई हो तो/ Specialization, if any :

12. व्यावसायिक प्रशिक्षण/ Professional Training :

क्र.सं. Sl. No.	संगठन/Organization	अवधि/ Period		प्रशिक्षण का विवरण Details of Training
		From/से	To/तक	

13. राष्ट्रियता/Nationality :

14. (क/a) पत्राचार का पता/Address for Correspondence : .....

(स्पष्ट अक्षरों में/in BLOCK Letters) .....

Pin Code: .....

(ख/b) टेलीफोन नं./ Telephone No.: (i) कार्यालय/Office ..... निवास/Residence: .....

(ग/c) मोबाइल नं./ Mobile No. : .....

(घ/d) ई-मेल आईडी/E-mail ID : .....

15. वर्तमान वेतन/Present Pay :

(क/a) वेतन बैंड/Pay Band : ..... ग्रेड वेतन/Grade Pay : .....

(ख/b) मूल वेतन/Basic Pay :

(ग/c) कुल वेतन/Total Salary :

16. दो संदर्भ के नाम नीचे दीजिए (वे आपके संबंधित नहीं होने चाहिए) जो इस स्थिति में हों कि वे प्रस्तावित नियुक्ति के लिए आपकी योग्यता/ उपयुक्तता की गवाही अपनी व्यक्तिगत जानकारी से दे सकें। वे ऐसे व्यक्ति भी हो सकते हैं जिनके अंतर्गत आपने काम अथवा अध्ययन किया है/Give below the names of two references (they must not be related to you) who are in a position to testify from their personal knowledge as to your fitness / suitability for the proposed appointment. They could be persons under whom you have worked or studies.

नाम/ Name :	नाम / Name :
पूरा पता/ Full Address :	पूरा पता/ Full Address :
टेलीफोन नं./ Telephone No.	टेलीफोन नं./ Telephone No.
मोबाइल नं./ Mobile No. :	मोबाइल नं./ Mobile No. :
ई-मेल आईडी/ E-mail ID :	ई-मेल आईडी/ E-mail ID :

17. स्थायी पता/Permanent Address : .....

(स्पष्ट अक्षरों में/ in BLOCK Letters) .....

पिन कोड/ Pin Code :

टेलीफोन नं./ Telephone No.:

18. Award/ honors/ membership of Professional Societies etc. ....  
पुरस्कार /सम्मान /वृत्तिक सोसाइटी की सदस्यता इत्यादि

.....  
.....

19. (a) Details of Research Papers/ Popular articles published : .....

(b) No. of patents filed and granted: .....

20. Any other information, Enclose a separate sheet (e.g. List of Publications etc. in brief) .....  
अन्य कोई जानकारी

21. इस पद के लिए आप अपने आप को किस प्रकार अत्यधिक उपयुक्त समझते हैं?/ How do you consider yourself to be  
most Suitable for this post ? (कृपया 250 शब्दों तक लिखें/ Please write up to 250 words :

.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....

घोषणा / DECLARATION

मैं.....एतद् द्वारा घोषणा करता/करती हूँ कि आवेदन पत्र में दिया गया विवरण मेरी जानकारी तथा विश्वास के अनुसार सही, पूर्ण एवं उचित है और यदि मेरे द्वारा दी गई कोई सूचना गलत अथवा अनुचित पाई जाती है अथवा चयन से पूर्व अथवा बाद में किसी अपात्रता का पता चलता है तो मेरी अभ्यर्थिता रद्द की जा सकती है और मेरे विरुद्ध कार्रवाई की जा सकती है। मैं यह भी घोषणा करता हूँ कि मुझे किसी भी विधि न्यायालय द्वारा कभी बंदी नहीं बनाया गया है और मेरे विरुद्ध कोई आरोप पत्र किसी भी विधि न्यायालय में लंबित नहीं है।

I.....hereby declare that the statements made in the application are true, complete and correct to the best of my knowledge and belief and in the event of any of the information being found false or incorrect or any ineligibility being detected before or after the selection, my candidature is liable to be cancelled and action may be initiated against me. I also declare that I have never been convicted by any court of law and no charge sheet is pending against me in any court of law.

स्थान / Place :

अभ्यर्थी के हस्ताक्षर/Candidate's Signature

दिनांक / Date :

( )

पूरा नाम /Full Name