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DOEACC CENTRE CHENNAI

(A Unit of DOEACC Society, an Autonomous Scientific Society of Department of Information Technology, Ministry of Communications & Information Technology, Government of India)
 ISTE Complex, 25 Gandhi Mandapam Road, Anna University Campus, Chennai – 600 025
 E-mail : chennai@doeacc.edu.in Telephone: 044-24421445 / 46 Fax:044-24421441

RECRUITMENT (Technical & Non Technical)

Advt.No.REC/DC-CHE-01/10

DOEACC Centre at Chennai is established for providing training and educational services in the state-of-the-art areas i.e. **VLSI & Embedded Systems, Advanced Networking, IT Security, Information Storage and Animation & Multimedia.** In addition, the centre would undertake innovative electronics product design and development, offer consultancy services to industries and conduct schemes of DOEACC Society. The Centre is looking for dynamic, devoted and result oriented candidates for the following posts on contract basis for the duration of the project i.e. four (4) years and likely to be continued.

Sr. No	Name of the Post	Age limit as on 15 Sept 2010	Scale of Pay	No. of Posts
1.	Scientist/Engineer 'D'	40 years	PB3 : Rs.15600-39100 G P Rs.7600	1 No. (UR)
2.	Scientist/Engineer 'C'	35 years	PB3 : Rs.15600-39100 G P Rs.6600	2 No. (UR)
3.	Scientist/Engineer 'B'	30 years	PB3 : Rs.15600-39100 G P Rs.5400	4 No. (2 UR + 1 OBC + 1 PH)
4.	Network/System Administrator	30 years	PB3 : Rs.15600-39100 G P Rs.5400	1 No. (UR)
5.	Administrative Officer	35 years	PB2 : Rs. 9300-34800 G P Rs.4600	1 No. (UR)
6.	Asst. Librarian Cum Counsellor	35 years	PB2 : Rs. 9300-34800 G P Rs.4200	1 No. (UR)
7.	Assistant (Accts)	27 years	PB1 : Rs. 5200-20200 G P Rs.2400	1 No. (UR)
8.	Assistant (Laboratory)	30 years	PB1 : Rs. 5200-20200 G P Rs.2400	2 No. (1 UR + 1 PH)
9.	Junior Assistant	27 years	PB1 : Rs. 5200-20200 G P Rs.1900	1 No. (UR)

For further details please visit our website www.doeacc.edu.in The interested candidates may download the form and submit the application along with crossed demand draft of Rs.100/- (for SC/ ST Rs. 50/- only & No fee for PH) of a nationalized bank in favour of "DOEACC Centre, Chennai", payable at Chennai. The application must reach to **The Director, DOEACC Centre, ISTE Complex, 25 Gandhi Mandapam Road, Anna University Campus, Chennai – 600 025 within 45 days** from the date of publication of advertisement in the Employment News.

Detailed Information

Advt.No.REC/DC-CHE-01/10

DOEACC Centre Chennai RECRUITMENT (Technical & Non Technical)

Place of Posting : Chennai (Tamil Nadu)

01.	SCIENTIST / ENGINEER - D	: One (1) post (UR) Advanced Electronics Group (VLSI, Embedded Systems, Advanced Computer Hardware)
(i)	Scale of Pay	: PB3 Rs.15600-39100 + GP Rs.7600 (Rs.55000/ pm- approx.)
(ii)	Upper Age Limit	: 40 years as on 15 th Sept 2010 (relaxation as per Govt of India rules)
(iii)	Qualification & Experience	: BE/B.Tech/M.Sc/MCA/DOEACC 'B' level or equivalent degree in the area of Electronics, Electronics & Communications Engineering / Electrical with minimum 60% marks from a recognized University / Institution. Experience: 09 years service in a responsible position in the area of Electronics, Electronics & Communications Engineering. OR M.E/M.Tech Degree in the area of Electronics, Electronics & Communications Engineering / Electrical with minimum 60% marks from a recognized University / Institution. Experience: 8 years service in a responsible position in the area of Electronics, Electronics & Communications Engineering. OR Ph.D in Science / Engg from a recognized University / Institution. Experience: 5 years in the above area. (Out of the above mentioned experience, minimum 3 years should be in the old scale of Rs10000-15200 or equivalent)
(iv)	Preferred Qualification / Experience	: The relevant experience in a responsible position should be in teaching and Education & Training management or R&D or relevant product design &/or dev. in industry. Ability to lead/guide a team in their respective areas of specialisation with very good communication skill shall be an added advantage.

		For the above post desirable specialisation are knowledge and working experience on VLSI tools , Embedded Systems , EDA Tools, Advanced PC architecture , Application of Electronics &/or IT to manufacturing & Processing Industry and knowledge of modern electronics design.
02. SCIENTIST / ENGINEER – ‘C’		: Two (2) posts (UR) (One post each for Advanced Electronics Group (VLSI, Embedded Systems, Advanced Computer Hardware), Information Technology Group (Advanced Networking, IT Security , Information Storage))
(i) Scale of Pay		: PB3 Rs.15600-39100+GP Rs. 6600 (Rs.48000/- pm approx)
(ii) Upper Age Limit		: 35 years as on 15 th Sept 2010 (relaxation as per Govt of India rules)
(iii) Qualification & Experience		: 1 st Class BE / recognised equivalent qualification with not less than 65% marks with 5 years experience. OR M.Tech / M.E / M.Design with 3 years experience. OR Ph.D (Engg) with 1 year experience. (Out of the above experience mentioned against the post atleast 3 years experience should be in the just next lower or equivalent grade for those working in Government / Autonomous Bodies / PSUs in Public / Private Sector)
(iv) Preferred Qualification / Experience		: A qualification in the field of Electronics, Electronics & Communication, Instrumentation & Control, Computer Science, IT is preferred. The relevant experience should be in teaching or R&D or relevant product design /development in industry. Ability to lead/guide a team in their respective areas of specialisation with very good communication skill. (i) For the post in Advanced Electronics) the specialised areas are VLSI & ES Dgn. & Tech., EDA Tools, Virtual Instrumentation /Analysis Tools, VHDL/VERILOG, H/W Testing OR Embedded Devices, RTOS, Programming & Wireless Embedded. The desirable specialisation are Electronic product design, OR Advance RTOS, ES Programming, SoC. (ii) For the post in Information Technology Group (Advanced Networking, IT Security , Information Storage) specialised areas are PC H/W, Networking, Open Source Technology. The desirable specialisation are knowledge of Information Security, Advanced Network Management and Administration.
03. SCIENTIST / ENGINEER – ‘B’		: Four (4) posts (out of these, one is for OBC, & one post for PH (OH). The specialisation are; two posts in Advanced Electronics Group (VLSI, Embedded Systems, Advanced Computer Hardware) , One post each for Information Technology Group (Advanced Networking, IT Security , Information Storage) and IT Application group (Animation& Multimedia, e-learning & Educational services))
(i) Scale of Pay		: PB3 Rs.15600-39100+GP Rs. 5400 (Rs.40000/- pm approx)
(ii) Upper Age Limit		: 30 years as on 15 th Sept 2010 (relaxation as per Govt of India rules)
(iii) Qualification & Experience		: 1 st Class BE / Recognised equivalent qualification with not less than 65% marks OR M.Tech / M.E / M.Design
(iv) Preferred Qualification / Experience		: A qualification in the field of Electronics, Electronics & Communication, Instrumentation & Control, Computer Science, IT is preferred (i) For one post in Advanced Electronics group ; VLSI Dgn., knowledge of Semiconductor Device Tech., VLSI Dgn. & Tech., EDA Tools, S/W Tools for Modelling/Simulation. (ii) For another post in Advanced Electronics group ; ES Dgn., knowledge of H/W Dgn., Embedded Devices, DSP, Communication & Data Transfer, RTOS, ES Development Tools and relevant programming ,RTOS, ES Programming, SoC are desirable (iii) For the post in Information Technology Group , knowledge of Computer Hardware, Networking, H/W Architecture & Interfaces, System & Network Management & Maintenance and related software are required. Knowledge of Open Source Technology, Advances in Computer System & Networking, Network & Information Security. (iv) For the post in IT Application Group ; Database Structure, Storage &

		Management, Programming Languages & Tools, Web/Internet Technologies, e-Learning Technology & Tools, LMS & LCMS, Multimedia Systems & Technology Virtual Class Room/Lab. The experience in Teaching/R&D/ relevant industry and related specialised certification i.e. CCNA/CCSP/MCSA/RHCE will be added advantage.
04. Network / System Administrator	:	One (1) post (UR)
(i) Scale of Pay	:	PB3 Rs.15600-39100+GP Rs.5400 (Rs.40000/- pm approx)
(ii) Upper Age Limit	:	30 years as on 15 th Sept 2010 (relaxation as per Govt of India rules)
(iii) Qualification & Experience	:	1 st Class BE / Recognised equivalent qualification with not less than 65% marks OR M.Tech / M.E / M.Design
(iv) Preferred Qualification / Experience	:	A qualification in the field of Electronics, Electronics & Communication, , Computer Science, IT is preferred. Experience in relevant field of 2 years is desirable. Knowledge of OS, Network configuration & maintenance, Web/Internet Technologies, System Administration and Management, Network Security, Advanced Network Management and Administration. Certification i.e. CCNA/CCSP/MCSA/RHCE and very good communication skill is preferred.
05. Administrative Officer	:	One (1) post (UR)
(i) Scale of Pay	:	PB2 Rs.9300 – 34800 + GP Rs.4600 (Rs.31000/- pm approx)
(ii) Upper Age Limit	:	35 years as on 15 th Sept 2010 (relaxation as per Govt of India rules)
(iii) Qualification & Experience	:	Graduate from a recognised University with 05 years and 08 years of working experience in the pre revised scale of 5500-10500 and 5000-8000 or equivalent in the relevant field respectively.
(iv) Preferred Qualification / Experience	:	Persons having knowledge/exposure to and worked in a responsible position in Personnel/HR Mgmt., Admin., Est., Purchase. and Stores and handled service matters & disciplinary Proceedings and familiar with govt. functioning, preparing Agenda & Minutes with organising senior level meetings, knowledge in working of Societies, etc. are required.
06. Asst. Librarian cum Counsellor	:	One (1) post (UR)
(i) Scale of Pay	:	PB2 Rs.9300-34800+GP Rs.4200 (Rs.26000/- pm approx)
(ii) Upper Age Limit	:	35 years as on 15 th Sept 2010 (relaxation as per Govt of India rules)
(iii) Qualification & Experience	:	1st Class B Lib Science or equivalent with 05 years of experience
(iv) Preferred Qualification / Experience	:	For the above post, apart from having knowledge on conventional library administration and management, exposure to digital library functioning, use of ICT in knowledge dissipation and management, e-Learning Technology & Tools, Virtual Class Room/Lab apart from the knowledge of IT, is preferred.
07. Assistant (Accts)	:	One (1) post (UR)
(i) Scale of Pay	:	PB1 Rs.5200-20200+GP Rs.2400 (Rs.19000/- pm approx)
(ii) Upper Age Limit	:	27 years as on 15 th Sept 2010 (relaxation as per Govt of India rules)
(iii) Qualification & Experience	:	Graduation in commerce from a recognised University
(iv) Preferred Qualification / Experience	:	Experience in in handling financial and account related matters. Knowledge of computers and accounting software.
(v) Job Responsibility	:	To maintain books of account, salary roll, cash handling, (Preparation of Receipts and payments, budget and balance sheet preparation) statutory taxation and other financial and account related routine activities.
08. Assistant (Laboratory)	:	Two (2) post (UR) (one reserved for PH (HI))
(i) Scale of Pay	:	PB1 Rs.5200-20200 + GP Rs.2400 (Rs.19000/- pm approx)
(ii) Upper Age Limit	:	30 years as on 15 th Sept 2010 (relaxation as per Govt of India rules)
(iii) Qualification & Experience	:	First class full time Diploma in Engineering of three years full time duration or equivalent/ BSc with Physics/ Electronics/ Computer Application Diploma in Electronics, Electronics Communication, Computers will be preferred. Knowledge & Skill in Maintenance of PC Hardware, Computer Networks & their components and operation and maintenance of
(iv) Preferred Qualification / Experience	:	

		Elec/Electronics Lab equipment are required. Candidates with additional qualification like CCNA/CCSP/MCSA/RHCE or equivalent will be preferred.
09. Junior Assistant	:	One (1) post (UR).
(i) Scale of Pay	:	PB1 Rs.5200-20200+GP Rs.1900 (Rs.15000/- pm Approx)
(ii) Upper Age Limit	:	27 years as on 15 th Sept 2010 (relaxation as per Govt of India rules)
(iii) Qualification & Experience	:	Matriculation or equivalent with typewriting speed of 40 WPM in English
(iv) Preferred Qualification / Experience	:	Well conversant with computer operations & S/W like MS-Office, DTP, Internet, Tally Package, Stock Register, GRN, etc. Working in Hindi with typing speed of 30 w.p.m. & knowledge related Hindi S/W packages is desirable.
(v) Job Responsibility	:	To carryout all the activities related to various sections/ projects/ schemes, maintain the official records/ documents and such other areas as assigned from time to time. Required to assist seniors in an efficient and effective manner to accomplish the task. To operate computers under e-governance environment and typing in Hindi is desirable.

In addition to total emoluments, other allowances are admissible as per the rules of DOEACC Society. Other benefits like CPF, Medical allowance, LTC shall also be as applicable to the employees of DOEACC Society. Age relaxation for SC/ST/OBC/PH/Ex-servicemen, Govt. employees etc. shall be as per Govt. of India rules. The interested, eligible candidates may send their applications giving details in the format provided in www.doeacc.edu.in/. Downloaded application duly typed / hand written with a recent passport size photograph and a crossed demand draft of Rs.100/- (for SC/ ST Rs. 50/- only) of a nationalized bank in favour of "DOEACC Centre, Chennai", payable at Chennai. The PH candidates need not to pay any application fee. The application complete in all respect covering above information super scribing the envelope post applied for should reach to the **The Director, DOEACC Centre, ISTE Complex, 25 Gandhi Mandapam Road, Anna University Campus, Chennai – 600 025** within **45 days** from the date of publication of advertisement in the Employment News.. No TA/DA shall be reimbursed to candidates appearing for interview. If the candidate claims his qualification as equivalent to the prescribed one, he is required to state the authority and substantiate the same.

GENERAL INSTRUCTIONS

1. Application should be submitted in the prescribed Form only, which may be down loaded from the website.
2. Candidates working in Govt/ Semi Govt/Autonomous Bodies/ Public Sector organisation should apply through proper channel. However , an advance copy may also be sent.
3. Only Indian nationals are eligible to apply.
4. Canvassing in any form will be a disqualification.
5. Applications received after the prescribed last date will not be considered. DOEACC Centre, Chennai will not be responsible for any delay in postal transit.
6. No interim enquiry / correspondence whatsoever will be entertained regarding the recruitment.
7. Incomplete applications are liable to be summarily rejected.
8. Candidates may be considered for appointment to lower posts depending on suitability.
9. DOEACC Centre Chennai reserves the right to fill or not to fill the post advertised.
10. Out of the required experience mentioned against posts, at least 3(three) years experience should be in the just next lower grade for those working in Government/Autonomous Bodies/PSUs in public/private sectors.
11. There will be no age limit and application fee for internal candidates. In case of candidates belonging to OBC and SC/ST relaxation of age will be applicable as per Govt. order.
12. Candidates with relevant experience will be preferred.
13. The vacancies notified are tentative and are subject to change.
14. The word equivalent in the case of S&T posts is designed to cover such degrees as B.Sc.(Engg), M.Sc.(Engg) or M.Sc.(Tech) or grade IETE or AMIE and equivalent will be based on the nature of study leading to such degree.

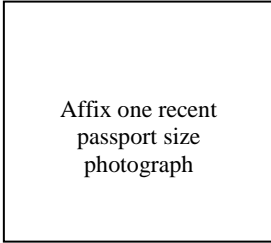
15. Number of Years of experience indicated for all post is **after obtaining the eligibility qualification for that post.**
16. The candidates are required to enclose a crossed Demand Draft of Rs. 100 (for SC/ST Rs. 50 only and no fee for PH) of nationalised bank in favour of “ **DOEACC Centre, Chennai payable at Chennai**
17. Applications, which are not in conformity with the requirements indicated in the advertisement, are liable to be rejected.
18. The Institute will have the right to fix criteria for screening the applications so as to reduce the number of candidate to be called for interview.
19. Only short-listed candidates will be called for interview. Mere fulfilling of requirements as laid down in the advertisement does not qualify a candidate for interview.
20. Candidates applying for 2(two) or more posts will have to submit application forms & fee separately for each post.
21. A post can be downgraded depending upon the requirement and decision of the Centre.

PROFORMA FOR APPLICATION

Application for the post of _____, DOEACC Society, Chennai Centre

PART-I

1. Application for the post :
2. Name & Address :
(in Block letters)
3. Father/Husband's name :
4. Date of Birth* :
(in Christian era)
5. Educational Qualification* :
6. Whether Educational and other qualifications required for the post are satisfied. (if any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same)



	Qualification/experience Required	Qualifications/experience possessed by the officer
Essential	(1)	
	(2)	
Desired	(1)	

7. Please state clearly whether in the light of Entries made by you above, you meet the Requirement of the post :
8. *Details of employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient :

Office/Institution	Post held	From	To	Scale of pay and Basic Pay	Nature of duties (in detail)

9. Nature of present employment* i.e. Ad-hoc or Temporary or Quasi-Permanent or Permanent/Pvt. :
10. In case the present employment is held on Deputation/contract basis, please state :
 - a) The date of initial appointment
 - b) Period of appointment on deputation/contract:
 - c) Name of the parent office/organization which you belong
11. Additional details about present employment: Please state whether working under (Indicate the name of your employer against the relevant column)
 - a) Central Government
 - b) State Government
 - c) Autonomous Organization
 - d) Government Undertaking
 - e) Universities
 - f) Others
12. Are in Revised Scale of Pay ? If yes, give the date from which the revision took place and also indicate the pre-revised scale :

13. Total emoluments per month now drawn* :
14. Additional information, if any, which you would like to mention in support of your suitability for the post.

[This among other things may provide information with regard to (i) additional academic qualifications, (ii) professional training and (iii) work experience over and above prescribed in the Advertisement]

(Note: Enclose a separate sheet, if the space is insufficient)

15. Achievements in the career which may support your candidature
16. Whether belongs to SC/ST/OBC/PH/Ex-serviceman* :
17. Remarks [the candidate may indicate information with regard to (i) Research publications and reports and special projects (ii) Awards/Scholarship/Official appreciation (iii) Affiliation with the Professional bodies/Institutions/societies and (iv) any other information

[Note: Enclose a separate sheet if the space is insufficient]

18. Contact No. (Off.) _____ (Res.) _____ (Mobile) _____

*In support, please enclose documentary proof.

I have carefully gone through the vacancy circular/advertisement and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post. I hereby solemnly declare that all the above statements are true and correct to the best of my knowledge and belief.

Date: _____

 (Signature of the candidate & address)

PART-II

(To be filled in by the Competent Authority in the case of candidates who are presently working in Government /PSUs/Autonomous Organizations only)

Certified that :-

- i) The information given above by the officer is correct.
- ii) No vigilance/disciplinary proceedings are either pending or contemplated against the above mentioned officer.

	Signature	:	_____
	Name	:	_____
	Designation	:	_____
	Department/	:	_____
Date : _____	Organization	:	_____