



NATIONAL AGRI-FOOD BIOTECHNOLOGY INSTITUTE (NABI)

(An autonomous institute of the Department of Biotechnology)
Ministry of Science & Technology, (Govt. of India)
Knowledge City, Sector-81, Mohali.

RECRUITMENT NOTICE

[Advt. No. NABI/ADMIN/1(001)/2022-23-01/Rectt.]

National Agri-Food Biotechnology Institute (NABI), Mohali, is an autonomous R&D Institute of the Department of Biotechnology, Ministry of Science and Technology, Government of India. The institute has a state-of-the-art facility in translational research areas at the interface of Agricultural Biotechnology and Food & Nutritional Biotechnology.

NABI invites applications from the Indian Citizens for filling up the administrative and Technical positions on Direct Recruitment basis, as mentioned below:-

Sr. No.	Name of the Post	No. of Posts & Category	Age Limit	Level as per 7th CPC	Essential Qualification
ADMINISTRATIVE POSITIONS					
1.	Sr. Private Secretary	01 (UR-01)	35 Years	08 (Rs 47600- 151100)	Graduate degree with MBA in any discipline from a recognized Institute/University and minimum six years of experience in Level 6 & above or equivalent and having regular service experience in Office Management /Administration /Secretarial work/ Good speed in English /Hindi shorthand and typing with good communication skills and having worked in Central Government/State Governments / Universities / Public Sector Undertakings/ Government funded research organizations / Institutions in Level 6/7 for 06 years. Desirable: - Knowledge of modern management practices, computer application/management information system. Working knowledge of stenography, drafting, noting and record keeping management.
2.	Management Assistant	01 (OBC-01)	30 Years*	06 (Rs 35400- 112400)	Graduate degree in any discipline from a recognized Institute/University or equivalent with 02 years of regular service experience in Level 5 or equivalent or 03 years of regular service experience in Level 4 or equivalent in the Central Government, State Governments, Central / State Government Universities /Autonomous Institutions, Public Sector Undertakings. OR MBA with 02 years' experience in reputed firms. The candidate is desired to have experience in handling stores and purchase matters in similar level in Central /State/ Autonomous /Statutory organization/ PSUs/Govt. funded universities
TECHNICAL POSITIONS					
3.	Assistant Engineer	02 (UR-01) (OBC-01)	30 Years*	07 (Rs 44900- 142400)	B.Tech / BE (Electrical/ Civil) / AMIE degree in Electrical/ Civil Engineering with 3 years' experience related to civil/ electrical works, campus infrastructure planning and maintenance in Central Government/State Governments/ Universities/Public Sector Undertakings/ Central and State Government Autonomous bodies or Institutions in Level 6/7 or equivalent.
4.	Senior Technical Officer	01 (UR-01)	35 Years	10 (Rs 56100- 177500)	BVSc/BTech/BE (Biotechnology/Instrumentation/ Food Technology) OR equivalent with 04 years of relevant experience OR MVSc/MTech/ME in (Biotechnology/ Instrumentation/Food Technology/Food and Nutrition) with 02 years of relevant experience. Desirable: Knowledge of Bio-analytical techniques, laboratory safety and quality assurance to support ongoing and future projects.
5.	System Analyst	01 (UR-01)	35 Years	10 (Rs 56100- 177500)	ME/MTech/PhD in Bioinformatics/ Computer Science/ Information Technology or equivalent with 04 years of experience in big data analytics, bioinformatics analysis, database development and management or BE/ B-Tech in Computer Science/ Information Technology/ Bioinformatics or equivalent with 06 years' of experience in big data analytics.

					bioinformatics analysis, database development and management.
6.	Technical Officer	01 (UR-01)	30 Years	06 (Rs 35400- 112400)	BVSc/ B Tech / MSc / B Pharma in Biotechnology/ Food and Nutritional Sciences/ Technology/ Instrumentation/ Agricultural Biotechnology/ Electronics OR equivalent qualification with 02 years of relevant experience.
7.	Senior Technical Assistant	02 (UR-01) EWS-01)	30 Years	06 (Rs 35400- 112400)	BVSc/ B Tech / MSc / B Pharma in Biotechnology/ Food and Nutritional Sciences/ Technology/ Instrumentation/ Agricultural Biotechnology OR equivalent qualification with 02 years of relevant experience.
<p>*Age relaxation shall be as per the Government of India (GOI) norms subject to the submission of supporting documents.</p> <p>The detailed advertisement and procedure for submitting the application are available at NABI website www.nabi.res.in. The last date for applying for the positions (through online mode only) will be 30 days from the date of the publication of the advertisement in the Employment News for all the candidates (including candidates from far-flung areas).</p> <p>The hard copies of the application form (submitted through online) should reach NABI within 40 days from the publication date of the advertisement in the Employment News. For Candidates from far-flung areas viz Andaman & Nicobar and Lakshadweep Islands, States/Union Territories in the North-Eastern region, Ladakh region of J&K, Sikkim, Subdivision Chamba and Lahaul and Spiti districts of Himachal Pradesh, the hard copies of the application form (submitted online) should reach NABI within 50 days from the date of the publication of advertisement in the Employment News. Amendments/Corrigendum in the advertisement, if any, shall be available on the NABI website. Before applying, candidates may refer to the NABI website and apply accordingly.</p>					
				EN 22/44	(Manager Administration)