

भारत सरकार
स्वास्थ्य एवं परिवार कल्याण मंत्रालय
(स्वास्थ्य सेवा महानिदेशालय)

केन्द्रीय औषध मानक नियंत्रण संगठन
केन्द्रीय औषधि परीक्षण प्रयोगशाला
क्षेत्रीय अन्न व औषध प्रशासन भवन, जी.एम.एस.डी कंपाउंड,
बेलासीस रोड, मुंबई सेंट्रल, मुंबई - 400 008
दूरभाष : 022-23002309/022-23002138
फैक्स : 022-23099240

□□□□ : cdtlmumbai@cdsco.nic.in



CDSO



Government of India
Ministry of Health and Family Welfare
(Directorate General of Health Services)
Central Drugs Standard Control Organisation
Central Drugs Testing Laboratory
Zonal FDA Bhawan, GMSD Compound,
Bellasis Road, Mumbai Central, Mumbai - 400008
Tel : 022-23002309/022-23002138
Fax : 022-23099240
Email : cdtlmumbai@cdsco.nic.in

Accredited By : NABL (ISO/IEC-17025:2017 in Chemical & Biological Testing)
Certified For : IMS (ISO - 9001:2015; ISO - 14001:2015; ISO - 45001:2018)

No.: 1(140)/CDTL-MUM/21-22/ 4888

dt. 12/01/22

To,

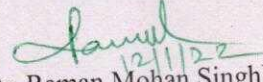
The Dy. Drugs Controller, (I.T. Cell)
Office of the Drugs Controller General (India)
DGHS, CDSO, FDA Bhawan, Kotla
Road, New Delhi-110 002

Sub.: Uploading circular on CDSO CDSO/MHFW Website .

Sir,

I am forwarding herewith a circular along with Performa (Annexure-I) for uploading in CDSO Website for appointment of one post of **Junior Scientific Assistant**, Group 'B' Non - Gazetted, in PB-2, Rs.9300-34800 with Grade pay of Rs 4200 (Pre-revised), pay matrix Level-6 (Rs.35,400/- 1,12,400/-) (revised) /- by Promotion/ transfer on deputation basis (including short term contract) in the Central Drugs Testing Laboratory, Central Standard Control Organisation, Directorate General of Health Services Ministry of Health & Family Welfare, Zonal FDA Bhawan, GMSD Compound, Bellasis Road, Mumbai Central, Mumbai-400008. Also it is requested to forward the same to competent authority for uploading on MHFW website.

Yours sincerely


(Dr. Raman Mohan Singh)
Director
CDTL-Mumbai

भारत सरकार

स्वास्थ्य एवं परिवार कल्याण मंत्रालय

(स्वास्थ्य सेवा महानिदेशालय)

केन्द्रीय औषध मानक नियंत्रण संगठन

केन्द्रीय औषधि परीक्षण प्रयोगशाला

क्षेत्रीय अन्न व औषध प्रशासन भवन, जी.एम.एस.डी कंपाउंड,

बेलासीस रोड, मुंबई सेंट्रल, मुंबई - 400 008

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No. 1(108-B)/JSA/CDTL-Mum/21-22/ 4889

12/01/22

CIRCULAR

Subject: Filling up the post of Junior Scientific Assistant (Group ' B' Non , Gazetted,) in the PB--2 , Rs.9300-34800 with Grade pay of Rs 4200 (Pre-revised), Pay matrix Level-6(Rs.35,400/- 1,12,400/-) (revised) plus allowances as per Central Govt. Rules from time to time) in the Office of the Director, Central Drugs Testing Laboratory , Mumbai by Promotion/ transfer on deputation basis.

Applications are invited from eligible candidates to fill up One post of Junior Scientific Assistant , Group ' B' Non - Gazetted, in PB--2 , Rs.9300-34800 with Grade pay of Rs 4200 (Pre-revised), in the pay Matrix Level-6(Rs.35,400/- 1,12,400/-) (revised) /- plus allowances as per Central Govt. Rules from time to time in the office of the Director , Central Drugs Testing Laboratory, CDSO, Zonal FDA Bhawan, Mumbai by Promotion/ transfer on deputation basis (including short term contract) . The following are the eligibility criteria for appointment on Promotion/deputation :

1. Promotion :

The Departmental Senior Laboratory Assistants with 3 years regular service in the grade will also be considered along with outsiders and in case he/she is selected for appointment to the post, the same shall be deemed to have been filled by promotion.

2. Deputation:

Officers of the Central/State Government /Semi Government/Statutory /Autonomous Research Organizations/institutions.

(a) (i) holding analogous posts; or

(ii) With 3 years' Service in posts in the pay band -1 Rs.5200-20,200+ Grade pay Rs.2800/- (pre revised) & Pay matrix level-5 (Rs.29,200/-92,300/-)(revised)

- (b) Essential Educational qualification: - Masters Degree in Pharmacology/Physiology/Veterinary Science/Pharmacy/Botany/Chemistry/PharmaChemistry/Biochemistry/Microbiology of a recognized university or equivalent.
- (c) The appointment will initially be for one year which may be extended from year to year depending on the performance of the official and administrative convenience. The period of deputation including the period of deputation in another ex-cadre post, held immediately preceding this appointment, in the same or some other organization/department of the Central Government shall ordinarily not exceed three years.

Note:

- (a) The Departmental Officials in the feeder category who are in direct line of promotion shall not be eligible for consideration for appointment on deputation/contract.
- (b) The period of deputation including period of deputation in another ex-cadre post, held immediately preceding this appointment, in the same or some other organization/department of the Central Government shall ordinarily not exceed 3 years.

3. Number of posts: 1(One post)

4. Duties of the post : - To perform analysis of Drugs, Cosmetics & Medical Devices as per compendial & non compendia methods. Maintenance & Calibration of various analytical instruments. Maintenance of records as per GLP etc.

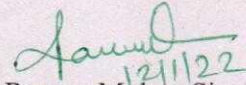
5. The maximum age limit for appointment on: (a) Promotion: - Not applicable.

(b) Deputation: - Not exceeding 56 years on the closing date of application.

6. The Junior Scientific Assistant for appointment on deputation will have the option to draw his pay either in the existing pay scale plus deputation (duty) allowance in accordance with the DOPT's OM No.6/98/2009-Estt.(PII) dated 17.06.2010 as amended from time to time or in the pay scale of the deputation post.

1. The eligible and interested persons may apply through proper channel in the enclosed proforma (Annexure-A) in duplicate which may be downloaded from the CDSCO /MHFW Website (<https://cdsco.gov.in> and <https://mohfw.gov.in>) The applications should reach the undersigned **within forty five days from the date of** publication of the advertisement in the Employment News along with attested copies of documents /certificates and APARs for the last five years and integrity/vigilance clearance certificates & statement of Major/Minor penalties, imposed if any during last 10 years of service. While forwarding the applications of eligible candidates, department should verify the bio-data and service particulars from their service records and countersign the same.

2. Applications received after the last date and without the aforesaid documents/certificates and attested copies of APARs will not be considered & will be summarily rejected.


(Dr. Raman Mohan Singh)
Director
CDTL-Mumbai

Copy forwarded with a request to circulate the vacancy among the eligible officers to obtain their willingness and forward the same before last date as indicated above.

Copy to –

1. Notice Board for vide publicity
2. Employment News
3. Sr. Technical Director NIC, New Delhi with request to upload the matter on the website of the Ministry of Health & Family Welfare.
4. Display advertisements through the DAVP
- ✓ 5. Dy. Drugs Controller, Office of the Drugs Controller General (India) DGHS,
CDSCO, FDA Bhavan, Kotla Road, New Delhi-110 002 with request to upload the matter on the CDSCO/MHFW Website
6. The Director, (Admn.) Central Drugs Standard Control Organisation, Directorate General of Health Services Ministry of Health & Family Welfare, FDA Bhavan, Kotla Road, Near Bal Bhavan, New Delhi 110 002

BIO-DATA/ CURRICULUM VITAE PROFORMA

1. Name and Address (in Block Letters)	
2. Date of Birth (in Christian era)	
3 (i) Date of entry into service	
(ii) Date of retirement under Central/State Government Rules	
4. Educational Qualifications	
5. 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)	
Qualifications/ Experience required as mentioned in the advertisement/vacancy circular	Qualifications/experience possessed by the officer
Essential	Essential
A). Qualification	A) Qualification
B). Experience	B) Experience
Desirable	Desirable
A). Qualification	A) Qualification
B). Experience	B) Experience
<p>5.1 Note: This column needs to be amplified to indicate Essential and Desirable Qualifications as mentioned in the RRs by the Administrative Ministry/Department/Office at the time of issue of Circular and issue of Advertisement in the Employment News.</p> <p>5.2 In the case of Degree and Post Graduate Qualifications Elective/ main subjects and subsidiary subjects may be indicated by the candidate.</p>	

6. Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post.	
6.1 Note: Borrowing Departments are to provide their specific comments/ views confirming the relevant Essential Qualification/ Work experience possessed by the Candidate (as indicated in the Biodata) with reference to the post applied.	

7. 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 on regular basis	From	To	*Pay Band and Grade Pay/Pay Scale for the post held on regular basis	Nature of Duties (in detail) highlighting experience required for the post applied for

*** Important:** Pay-band and Grade Pay granted under ACP/MACP are personal to the officer and therefore, should not be mentioned. Only Pay Band and Grade Pay/ Pay scale of the post held on regular basis to be mentioned. Details of ACP/MACP with present Pay Band and Grade Pay where such benefits have been drawn by the Candidate, may be indicated as below:

Office/Institution	Pay, Pay Band, and Grade Pay drawn under ACP/MACP Scheme	From	To

8. Nature of present employment i.e. Ad-hoc or Temporary or Quasi-Permanent or Permanent			
9. 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 parent office organization to which the applicant belongs	d) Name of post and Pay of the post held in substantive capacity in the parent organization
<p>9.1 Note: In case of Officer already on deputation, the applications of such officers should be forwarded by the parent cadre/Department along with Cadre Clearance, Vigilance Clearance and Integrity certificate.</p> <p>9.2 Note: Information under Column 9 (c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/organization but still maintaining a lien in his parent cadre/organization.</p>			

10. If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details.	
<p>11. Additional details about present employment:</p> <p>Please state whether working under (indicate the name of your employer against the relevant column)</p> <p>a) Central Government</p> <p>b) State Government</p>	

c) Autonomous Organization d) Government Undertaking e) Universities f) Others		
12. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade		
13. Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale.		
14. Total emoluments per month now drawn		
Basic Pay in the PB	Grade Pay	Total Emoluments
15. In case the applicant belongs to an Organisation which is not following the Central Government Pay-scales, the latest salary slip issued by the Organisation showing the following details may be enclosed.		
Basic Pay with Scale of Pay and rate of increment	Dearness Pay/interim relief /other Allowances etc., (with break-up details)	Total Emoluments
16.A Additional information, if any, relevant to the post you applied for 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 Vacancy Circular/Advertisement) (Note: Enclose a separate sheet, if the space is insufficient.)		
16.B Achievements:		

<p>The candidates are requested to indicate information with regard to;</p> <p>(1) Research publications and reports and special projects</p> <p>(ii) Awards/Scholarships/Official Appreciation</p> <p>(iii) Affiliation with the professional bodies/institutions/societies and;</p> <p>(iv) Patents registered in own name or achieved for the organization</p> <p>(v) Any research/ innovative measure involving official recognition</p> <p>(vi) any other information.</p> <p>(Note: Enclose a separate sheet if the space is insufficient)</p>	
<p>17. Please state whether you are applying for deputation (ISTC)/Absorption/Re-employment Basis.# (Officers under Central/State Governments are only eligible for "Absorption". Candidates of non-Government Organizations are eligible only for Short Term Contract)</p> <p># (The option of 'STC' / 'Absorption /Re-employment' are available only if the vacancy circular specially mentioned recruitment by "STC" or "Absorption" or "Re-employment").</p>	
<p>18. Whether belongs to SC/ST</p>	

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualification/ Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/ details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/ withheld.

(Signature of the candidate)

Address-

Certification by the Employer/ Cadre Controlling Authority

The information/ details provided in the above application by the applicant are true and correct as per the facts available on records. He/she possesses educational qualifications and experience mentioned in the vacancy Circular. If selected, he/she will be relieved immediately.

2. Also certified that;

- i) There is no vigilance or disciplinary case pending/contemplated against Shri/Smt.
- ii) His/ Her integrity is certified.
- iii) His/ Her CR Dossier in original is enclosed/photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary to the Govt. of India or above are enclosed.
- iv) No major/ minor penalty has been imposed on him/ her during the last 10 years **Or** A list of major/ minor penalties imposed on him/ her during the last 10 years is enclosed. (as the case may be)

Counter signed
(Employer/ Cadre Controlling Authority with Seal)