**Form No. \_\_\_\_\_\_\_\_\_\_\_ (for office use only)**

**Application Form for Field Assistant**

Advertisement No. MARS / HCP 0024 / 2022

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1. | | Name (Dr./Mr./Mrs./Ms) | | | : |  | | | Passport size photo  Sign across in photo | |
| 2. | | Date of Birth | | | : |  | | |
| 3. | | Age as on 22.11.2021  Years, months and date | | | : | \_\_\_\_\_\_ years \_\_\_\_\_\_ months\_\_\_\_\_\_ date | | |
| 4. | | Category (Gen/OBC/SC/ST) | | | : |  | | |
| 5. | | Address for correspondence | | | : |  | | | | |
| 6. | | Contact No. (Mobile) | | | : |  | | | | |
| 7. | | Email | | | : |  | | | | |
| 8. | | Skype ID (**Mandatary**) | | | : |  | | | | |
| 9. | | Relationship with any  CSIR / CSMCRI / MARS employee | | | : |  | | | | |
| 10. | | Qualifications (Tick relevant subject) : **B.Sc., Botany / Microbiology / Biotechnology** | | | | | | | | | |
|  | Degree | | | University | | | Year of Passing | Subject | | Percentage/GPA  (**do not round – off your marks.)** | |
|  | 10th /S.S.C | | |  | | |  |  | |  | |
|  | 12th /H.S.C | | |  | | |  |  | |  | |
|  | B.Sc., | | |  | | |  |  | |  | |
| 11. | | | Experience, if any  (\* Dissertation work is not working experience) | | : |  | | | | |
| 12. | | | Number of publications in SCI journals, if any (attach photocopy of first page) | | : |  | | | | |
| 13. | | | Signature of candidate with date | | : |  | | | | |

# IMPORTANT INSTRUCTIONS FOR THE CANDIDATES

1. Please send **Application form along with the following certificates in one PDF** **file with good clarity** (Do not change application format).
2. The following certificates should be attached with application form is mandatory **(Self Attested or Attested by Gazatted Group A or B officer)**
   1. **Biodata with signature**
   2. **Aadhaar card**
   3. **Birth Certificate for proof of age**
   4. **Valid Category Certificate of OBC/ SC /ST**
   5. **10th / S.S.C. certificate**
   6. **12th / H.S.C. certificate**
   7. **Consolidated mark sheet or All semester mark sheets (B.Sc., Botany /Microbiology / Biotechnology)**
   8. **Provisional Certificate (B.Sc. Botany / Microbiology / Biotechnology)**
   9. **Degree Certificate (B.Sc. Botany / Microbiology / Biotechnology)**
   10. **If Experience, certificate with clear specify of the time duration, place of work and position held**
   11. **No Objection Certificate from the current employer / Project Leader or Investigator, if candidates working as a Project Assistant / Field Assistant / Any temporary or outsourcing position under any CSIR institutions / University / Any research labs or institutions**
3. Certificates without attested or self-attested of certificate will be rejected.
4. The duly signed application along with the self-attested documents should be reach us by email (**Application form and all certificates in one PDF file only**, as per the said list above in point no. 2 (a to k) : **marsmandapam@gmail.com**
5. Furnishing wrong information will lead to rejection of candidature.
6. Applications that are incomplete and applications without the documents supporting your candidature will not be considered for shortlisting.
7. Incomplete applications in any form will not be considered.
8. Applicants pursuing final semesters of their degree or those who are waiting for final result will not be considered.
9. The final shortlisted candidates will be notified by email one day’s prior scheduled day of interview (Skype mode only).
10. The Skype online interview of the shortlisted candidates is schedule on 03.02.2022 at 10.00AM onwards. The candidates will be called one by one. Therefore, candidates should be available from said time.