

(An Autonomous Institute of the Department of Biotechnology, Govt. of India)
NCR Biotech Science Cluster, 3rd Milestone, Faridabd – Gurgaon Expressway, Faridabad – 121001

Recruitment notice no. THS/RN/14/2021

Provisionally shortlisted candidates for the post of Administrative Officer (F&A)

Instructions

1. The names of the candidates provisionally shortlisted for the above post may be seen by clicking on the button below.
2. The provisionally shortlisted candidates will be considered for further selection process subject to they being found eligible based on the verification of the original documents, submission of shortfall documents (if any) and fulfilment of any other requirement.
3. Some of the provisionally shortlisted candidates have submitted improper / illegible documents. To upload the shortfall / legible documents, the candidates are required to login to their [dashboard](#) by using their registered email id and mobile number on or before **5 pm of 12th September 2021**. In case the candidates fail to upload the requisite documents within the prescribed deadline, they should submit the same at the time of document verification which will be done prior to the skill test / interview.
4. The written test is tentatively proposed to be held in the first week of October 2021 depending upon the conditions prevailing at that point of time on account of the pandemic. Accordingly, the candidates will be provided with admit card at least two weeks in advance.
5. The information with regard to the question paper model and the syllabus will be uploaded on the website.
6. Candidates are advised to go through the requirements of educational qualification, post qualification experience, age limit, age relaxation etc. as mentioned in the [recruitment notice](#) and satisfy themselves that they are eligible for the post(s). At the time of scrutiny of application/document verification, if any claim made in the application / CV is not substantiated, the candidature will be cancelled and the decision of the competent authority of the Institution shall be final.

[Please click to see the shortlist](#)