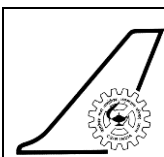


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सीएसआईआर-राष्ट्रीय वांतरिक्ष प्रयोगशालाएं
CSIR-NATIONAL AEROSPACE LABORATORIES
P.B. No.1779, HAL Airport Road, Kodihalli,
Bengaluru – 560 017

Advt. No.11/2026

(Website: www.nal.res.in)

**ADVERTISEMENT FOR RECRUITMENT TO THE POSTS OF MULTI-TASKING STAFF
ON DIRECT RECRUITMENT BASIS**

Starting Date of receipt of Hard copy of Application	12/08/2026 at 9.00 AM
Last Date for Receipt of Hard-Copy Applications	21/09/2026 upto 5.00 PM
Applications shall be accepted only in physical form through Speed Post/Courier. Applications received through e-mail, hand delivery or any other mode shall not be entertained.	

CSIR–National Aerospace Laboratories (CSIR–NAL) invites applications in the prescribed format from eligible Indian citizens for recruitment to the post of Multi-Tasking Staff (MTS). Applications shall be submitted only in physical form through Speed Post/Courier. The details of vacancies is as under:

Post Code	Name of the Post	Total No. of Posts & Reservation	Upper Age Limit (as on last date of receipt of Hardcopy of application)	Pay Level in Pay Matrix as per 7 th CPC & Total Emoluments	Essential Qualification
MTS	Multi-Tasking Staff	06 (ST-01, OBC(NCL)-02, EWS-01 & UR-02)	25 Years*	Pay Level-01 (₹18,000 - 56,900/-) as per 7 th CPC	SSC/10 th Standard
ST: Scheduled Tribe, OBC (NCL): Other Backward Classes [Non-Creamy Layer]; EWS: Economically Weaker Section and UR: Unreserved					
Note: i. The Competent Authority has the right to cancel the recruitment process for any of the above mentioned post at any stage for administrative reasons and the decisions of the Competent Authority shall be final binding on all. ii. The number of vacancies indicated against post code is provisional and may increase or decrease.					

* Age relaxation wherever applicable shall be granted as per CSIR/GoI guidelines

The cut-off date for determining eligibility with respect to the upper age limit, educational qualifications etc. shall be the closing date prescribed for the receipt of hard copies.

The office shall not be responsible for any postal delays.

Job requirement:

The selected candidate will be required to perform the following duties, among others:

- Physical maintenance of records/files of the Section.
- General cleanliness and upkeep of the Section/Unit.
- Carrying files and other papers within the office.
- Photocopying, scanning, sending of FAX (where required) and other routine office support work.

- Delivery / collection of dak (including outside the building, if required).
- Assisting in routine office work such as diary, dispatch, filing and record management.
- Opening and closing of office rooms.
- Cleaning of rooms and dusting of furniture, fixtures and office equipment.
- Preparation and serving of tea/coffee and refreshments to officers, staff and official guests, as required.
- Assisting in meetings, conferences and other official functions.
- Any other work assigned by the Controlling Officer/Supervisory Officer from time to time.

Terms and Conditions

1.BENEFITS UNDER COUNCIL SERVICE:

a. The post carries the applicable allowances, such as Dearness Allowance (DA), House Rent Allowance (HRA), Transport Allowance (TA) and other benefits, as admissible to Central Government employees and made applicable to CSIR employees from time to time. Council accommodation may be provided, subject to availability, in accordance with the CSIR Residence Allotment Rules. In such cases, HRA shall not be admissible.

b. In addition to the pay and allowances, the selected candidate shall be entitled to benefits such as National Pension System (NPS), medical facilities/reimbursement, Leave Travel Concession (LTC), Children Education Allowance (CEA) and other benefits, as admissible under the applicable CSIR/Government of India Rules.

c. Persons appointed against the advertised post shall be governed by the National Pension System (NPS), as applicable to employees joining Central Government service on or after 01.01.2004, as adopted by CSIR and amended from time to time.

d. The service conditions of the appointee shall be governed by the applicable CSIR Rules and Regulations, including the relevant provisions of the Central Civil Services (Conduct) Rules, Central Civil Services (Classification, Control and Appeal) Rules, Fundamental Rules, Supplementary Rules, and other orders/instructions issued by the Government of India/CSIR from time to time, as applicable.

e. The post carries All India Service Liability (AISL). The selected candidate may be posted or transferred to any of the Laboratories/Institutes/Centres of CSIR or any place in India in the interest of the Council.

2.AGE LIMITS & RELAXATIONS:

a. Applicants should have attained the age of 18 years and should not have exceeded the upper age limit of 25 years (for UR candidates), as applicable, as on the last date prescribed for receipt of hard-copy applications. The crucial/cut-off date for determining the upper age limit, educational qualifications and/or experience for each post shall be the closing date prescribed for receipt of hard-copy applications.

b. The upper age limit shall be relaxed by 05 years for Scheduled Tribe [ST] and 03 years for Other Backward Class [OBC(NCL)], as per Government orders in force, only in respect of those cases where the posts/vacancies are reserved for respective categories on production of relevant latest certificate in the prescribed GoI format signed by the specified authority. SC/ST/OBC(NCL) candidates who apply against the posts not reserved for them i.e. Unreserved (UR) posts will not be eligible for age relaxation and they will be treated at par with general candidates in respect of their selection [Application Fee Exemption is, however, applicable for SC and ST candidates in such cases].

c. Eligibility for OBC candidates will be based on castes listed in the Central List of the Government of India, and their sub-caste must match the entries in this list; otherwise, their candidature will not be considered under any reserved category and will be treated as Unreserved (UR), if otherwise eligible. OBC candidates in the "Creamy Layer" are not entitled for concessions available to the OBC category and must indicate their category as General.

Candidates belonging to the reserved category of OBC(NCL) must submit a copy of their certificate with their applications without which their candidature will not be considered as reserved provided they meet the required criteria applicable to Unreserved candidates. This certificate should be in the prescribed format for appointment to posts under the Government of India(GoI) and issued by the

Competent Authority authorized to issue such certificates, such as the SDO, District Magistrate or Deputy Commissioner, as specified by the Government of India.

The OBC (Non-Creamy Layer) are required to additionally furnish a 'Form of Declaration' supporting their claim that they do not belong to the OBC (Creamy Layer) category based on income for the immediate preceding three financial years.

d. Relaxation of upper age limit for Ex-Servicemen will be applicable as per GoI/CSIR orders prevailing in this regard.

e. As per Govt. of India provisions, age relaxation for Widows, Divorced Women and Women Judicially separated from Husbands, the upper age limit is relaxable up to the age of 35 years (upto 40 years for members of Scheduled Castes/Scheduled Tribes in respect of the posts reserved for them) for Widows, Divorced Women and Women Judicially separated from their Husbands who are not remarried. The candidates claiming age relaxation under this sub-para would be required to produce following documentary evidence:

- i. In case of Widow, Death Certificate of her husband together with the Affidavit that she has not remarried since.
- ii. In case of divorced Women and Women judicially separated from their husbands, a certified copy of the judgment/decreed of the appropriate Court to prove the fact of divorce or judicial separation, as the case may be, with an Affidavit in respect of divorced Women and they have not remarried since.

f. Age relaxation to Persons with Benchmark Disabilities (PwBD): Age relaxation of 10 years (15 years for SC/ST and 13 years for OBC candidates as per rules) in upper age limit shall be allowed to the persons suffering from the following benchmark disabilities as per GOI instructions:

- (i) blindness and low vision;
- (ii) deaf and hard of hearing;
- (iii) locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy;
- (iv) autism, intellectual disability, specific learning disability and mental illness; &
- (v) multiple disabilities from amongst persons under clauses (i) to (iv) including deaf-blindness

Persons claiming age relaxation under this sub-para would be required to produce a valid certificate in the prescribed proforma in support of their claims clearly indicating that the degree of physical disability is 40% or more. In any case, the appointment of these candidates will be subject to their being found medically fit in accordance with the standards of medical fitness as prescribed by the Government.

The age concession to the persons with disabilities shall be admissible irrespective of the fact whether the post is reserved to person with disabilities or not, provided the post is identified suitable for the relevant category of disability.

If a person with disability is entitled to age concession by virtue of being a Central Government employee, concession to him/her will be admissible either as a 'person with disability' or as a 'Central Government employee' whichever may be more beneficial to him/her.

PwBD candidates availing the facility of scribes shall also be required to carry required Medical Certificate/ Undertaking/ Photocopy of the Scribe's Photo ID Proof, as specified therein. Candidates without these documents will not be allowed to appear in the examination.

g. Economically Weaker Section (EWS): Persons who are not covered under the existing scheme of reservations for Scheduled Castes, Scheduled Tribes and Other Backward Classes and whose family has gross annual income below Rs. 8.00 Lakh (Rupees Eight Lakh only) are to be identified as EWS for benefit of reservation. The term "Family" for this purpose will include the person who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years.

The income shall also include income from all sources i.e. salary, agriculture, business, profession etc., for the financial year prior to the year of last date of submission of HARDCOPY of application. For example, if the closing date for receipt of application for a post is May, 2025, the financial year for computing gross annual income of the family shall be 2024-2025 and the certificate shall be valid for 2025-2026. Also persons whose family owns or possesses any of the following assets shall be excluded from being identified as EWSs, irrespective of the family income:

- i. 5 acres of Agricultural Land and above;
- ii. Residential flat of 1000 sq. ft. and above;
- iii. Residential plot of 100 sq. yards and above in notified municipalities;
- iv. Residential plot of 200 sq. yards and above in areas other than the notified municipalities.

Persons claiming reservation under Economically Weaker Sections (EWS) are required to produce valid certificate on Income and Asset in the prescribed format issued by the Competent Authority.

The benefit of reservation under EWS category will be regulated as per DoPT OM No. 36039/1/2019-Estt.(Res.), dated 31.01.2019 and any other GoI instructions applicable in this regard, at the time of last date of submission of application. Further, the crucial/cut-off date for submission of the Income and Asset Certificate by candidates claiming reservation under the EWS category shall be the closing date prescribed for receipt of hard-copy applications. The Income and Asset Certificate must be valid as on the closing date for receipt of applications. Certificates issued after the crucial/cut-off date or pertaining to a subsequent financial year shall not be accepted.

h. Persons claiming any type of relaxation viz. age relaxation, exemption of payment of application fee etc., are required to produce valid certificates claiming their relaxation, failing which their candidature shall be cancelled and no representation in this regard shall be entertained.

i. Any other age relaxation shall be applicable as per extant GoI/ CSIR Recruitment Rules.

Permissible relaxation in upper age limit for different categories in accordance with extant Rules/ guidelines of Government of India/CSIR are as under:

Sl.No.	Category	Age relaxation permissible beyond upper age limit
1	Scheduled Caste/Scheduled Tribe (SC/ST)	5 Years
2	Other Backward Classes (OBC-NCL)	3 Years
3	PwBD (Unreserved)	10 Years
4	PwBD (SC/ST)	15 Years
5	PwBD (OBC-NCL)	13 Years
6	Ex-Servicemen(ESM)	3 years after deduction of the actual military service rendered from the actual age as on the closing date
7	Widows/ Divorced Women/ Women judicially separated and who are not remarried.	Up to 35 years of age
8	Widows/ Divorced Women/ Women judicially separated and who are not remarried (SC/ ST).	Up to 40 years of age

3. MODE OF SELECTION:

a. Candidates who fulfil the eligibility criteria as recommended by the Screening-cum Selection Committee duly constituted by the Competent Authority, CSIR-NAL will be called for an OMR Based Objective Type Multiple Choice Competitive Written Examination and merit list will be prepared on the basis of the performance of the candidates in the exam.

b. Screening of applications will be done prima facie on the basis of documents and information furnished by the candidates. Therefore, candidates are required to provide accurate and correct information in the application. If at any subsequent stage it is found that the candidates do not fulfil the eligibility criteria or have provided false/incorrect information, their candidature shall be cancelled without any further notice of the same.

c. The written examination will be conducted in Bengaluru only. No representation for change of centre and date of test will be entertained.

d. Competitive Written Examination consists of one paper. Syllabus of written examination for MTS is as follows:

Mode of Examination	OMR Based Objective Type Multiple Choice Examination
Medium of Questions	The questions will be set in English, Hindi & Kannada except the questions on English Language.
Standard of exam	Class X
Total No. of Questions	150
Total Time Allotted	2 hours

Subject	No. of Questions	Maximum Marks	Negative Marks
General Intelligence	25	75 (three marks for every correct answer)	One negative mark for every wrong answer
Quantitative Aptitude	25	75 (three marks for every correct answer)	One negative mark for every wrong answer
General Awareness	50	150 (three marks for every correct answer)	One negative mark for every wrong answer
English Language	50	150 (three marks for every correct answer)	One negative mark for every wrong answer

e. Methodology for Resolution of Tie: If there will be a tie in the merit list between/amongst the candidates, then tie will be resolved in the following order of precedence (ascending order), till tie is resolved:

- I. Candidate with lesser negative marks, if applicable, in the papers (which have been considered for preparation of merit) of Written Examination placed higher
- II. Date of Birth, with older candidate placed higher
- III. Candidate acquiring Essential Qualification earlier placed higher
- IV. Alphabetical order in which first names of the candidates appear

f. Even after selection, if at the time of document/certificate verification a candidate is found not to possess the prescribed Essential Qualifications or does not fulfil the eligibility conditions stipulated in the Advertisement and/or the applicable Recruitment Rules, his/her candidature/selection shall be cancelled forthwith without any further notice.

4. GENERAL INFORMATION:

a. The applicant must be a citizen of India.

b. All applicants must fulfil the prescribed eligibility conditions, including the age limit, essential qualifications, and other requirements stipulated in the Advertisement and the applicable Recruitment Rules, as on the last date of receipt of the hard copy of the application. Candidates are advised to satisfy themselves of their eligibility before applying. No enquiry regarding eligibility will be entertained.

The candidature/selection of a candidate is provisional and subject to verification of original documents. If, at any stage of the recruitment process, including after selection or appointment, a candidate is found not to possess the prescribed essential qualifications or fulfil the eligibility conditions as on the crucial date, his/her candidature/selection/appointment shall be cancelled without any further notice.

c. The prescribed essential qualifications are the minimum and mere possession of the same does not entitle candidates to be called for written examination. The candidate should, therefore, mention in the application all the qualifications and experiences in the relevant area over and above the minimum prescribed qualification supported with documents.

d. The duly filled-in prescribed application form, along with self-attested copies of all relevant certificates, mark sheets, experience certificates, testimonials, caste/category certificates, and other supporting documents in support of the claims made in the application, including the application fee receipt (where applicable), must be sent in a single envelope superscribing application for the post of MTS, Advertise No.11/2026 by Speed Post / Courier only, so as to reach the following address on or before the prescribed closing date:

**The Director,
CSIR–National Aerospace Laboratories (CSIR–NAL),
Post Bag No. 1779, HAL Airport Road, Kodihalli,
Bengaluru – 560017, Karnataka.**

Applications received after the prescribed closing date, or those that are incomplete or not received in the prescribed format, are liable to be rejected. **No subsequent submission of applications or supporting documents shall be entertained.**

e. In respect of Essential Qualifications, if a candidate is claiming a particular qualification as equivalent qualification as per the requirement of advertisement, then the candidate is required to attach copy of order/letter in this regard and submit the same while applying for the post, indicating the Authority (with number and date) under which it has been so treated, otherwise application is liable to be rejected.

f. The prescribed qualifications should have been obtained through recognized Boards / Institutions.

g. If any document/ certificate furnished is in a language other than Hindi or English, a transcript of the same duly attested by a Gazetted Officer or Notary is to be enclosed.

h. A non-refundable application fee of **₹500/- (Rupees Five Hundred only)** shall be paid by the candidates through a **Demand Draft (DD)** drawn in favour of the Director, CSIR-National Aerospace Laboratories payable at **Bengaluru**, and enclosed with the hard copy of the application. The candidate must write his/her name and father's name on the back of the DD.

The application fee shall be paid only through Demand Draft (DD). No other mode of payment shall be accepted. Candidates belonging to **Scheduled Caste (SC), Scheduled Tribe (ST), Ex-servicemen (ESM), Persons with Benchmark Disabilities (PwBD), and Women** are exempted from payment of the application fee. All other candidates must pay the prescribed application fee, failing which their candidature shall be rejected.

i. Recruitment for the posts of Multi-Tasking Staff is governed by the "Recruitment Rules for Multi-Tasking Staff" in CSIR as amended from time to time.

j. Candidates selected for the post will be on probation for a period of two years from the date of taking over charge of the post. The probationary period may be extended or curtailed at the discretion of the Competent Authority. After successful completion of probationary period, they will be considered for confirmation as per rules.

k. The date of birth furnished by the candidate in the prescribed application form and supported by the Matriculation/Secondary Examination Certificate or Birth Certificate issued by the competent authority shall be accepted by CSIR-NAL for determining the age of the candidate. No subsequent request for change in the date of birth shall be entertained under any circumstances. The date of birth must be supported by a High School/Secondary School/Higher Secondary School Certificate or a Birth Certificate issued by the competent authority.

l. Incomplete applications or applications not submitted in the prescribed format, or those received without the prescribed application fee (where applicable), recent passport-size photograph, signature, self-attested copies of the requisite testimonials/documents, and caste/category/EWS/PwBD certificates or any other certificates in support of the claims made in the application form, shall be treated as invalid and summarily rejected.

m. Appointments for reserved positions will be provisional, pending verification of caste certificate through appropriate channels. If verification reveals that a candidate's claim to SC/ST/OBC-NCL/EWS/PwBD status is false or incorrect, their employment will be terminated immediately without assigning any reasons and without prejudice to further legal action as deemed fit.

n. The selected incumbents will be posted in CSIR-NAL, Bengaluru. But they can be transferred to other CSIR labs / Instt., anywhere in India in public interest.

o. No TA will be reimbursed for appearing Written Examination.

p. The number of vacancies indicated against the Post is provisional and may increase or decrease at the time of selection. The Competent Authority may or may not fill up any or all the posts or cancel the Advertisement in part or full due to any unforeseen/unavoidable reasons. No representation in this regard shall be entertained.

q. The decision of the Competent Authority, CSIR-NAL/CSIR in all matters relating to eligibility, acceptance or rejection of applications, mode of selection and conduct of Written Examination will be final and binding on the candidates.

r. Any discrepancy found between the information given in application and as evident in original documents at the time of verification of documents, will make the candidate ineligible for the post.

s. Applicants currently working in CSIR/Government Organizations /Autonomous Bodies/ Statutory Bodies/Universities/PSUs etc., as regular employee must inform their department or office and enclose the "No Objection Certificate" (NOC) & Vigilance Clearance Certificate from their employer at the time of submitting the Hardcopy of application, failing which their candidature will NOT be considered.

t. Any further updates, notices, addendum or corrigendum related to this advertisement will be posted solely on the CSIR-NAL official website. No individual notifications will be sent to candidates; thus the candidates are advised to check the CSIR-NAL official website regularly.

u. Candidates should indicate as to whether any of their blood/close relatives [relation to a Government servant include the wife or husband, son or daughter, parents, brothers or sisters or any person related to any of them by blood or marriage, whether they are dependent on the Government servant or not] is working in CSIR or any other National Labs/ Institutes/ Units of the CSIR.

v. The selected candidates will not be permitted to apply for appointment elsewhere or in CSIR-NAL during the probationary period and if they have already applied for any posts in any other organization, they may have to intimate the details of such applications, immediately after joining the Laboratory.

w. Candidates are advised to use the prescribed application form attached to the advertisement and submit the duly filled-in hard-copy application well before the closing date to avoid any last-minute rush, postal delays, or other unforeseen circumstances.

x. Canvassing in any form and/or bringing in any influence political or otherwise will be treated as a disqualification for the post.

y. No interim enquiry or correspondence regarding the recruitment process will be entertained. Candidates are advised to carefully read the advertisement and ensure that the duly filled-in application form, along with all requisite documents, reaches this Office on or before the prescribed closing date. Any queries relating to the recruitment process may be addressed to the contact details provided in the advertisement.

5. How to Apply:

a. Eligible candidates are required to submit the duly filled-in prescribed application form, along with self-attested copies of all requisite certificates/documents and the application fee receipt (where applicable), in hard copy to the address by speed post/courier as specified in this advertisement. Applications received through any other mode shall not be entertained.

b. Before filling up the application form, candidates are advised to carefully read this advertisement and the instructions contained therein.

c. The application shall be submitted in the following manner within the prescribed timeline:

i) Fill in the prescribed application form.

ii) Pay the prescribed application fee through Demand Draft (DD), wherever applicable.

iii) Submit the duly filled-in application form, along with the self-attested copies of the requisite certificates/documents and the DD (where applicable), so as to reach this Office on or before the prescribed closing date.

d. The application fee, once paid, shall not be refunded under any circumstances nor adjusted against any other recruitment or selection process. Candidates must ensure that all particulars furnished in the application form are complete and correct, and that all requisite self-attested supporting documents enclosed with the application are legible and in support of the claims made in the application. Incomplete applications or applications received without the prescribed documents are liable to be rejected.

e. Candidates are required to affix a recent passport-size colour photograph in the space provided in the prescribed application form and sign the application in the designated place. Self-attested copies of all relevant certificates, mark sheets, testimonials, experience certificates and other supporting documents shall be enclosed with the application.

f. Candidates are advised to retain a photocopy of the duly filled-in application form, along with copy of the DD (where applicable) and all enclosures, for their record. The original hard-copy application, complete in all respects, along with the prescribed application fee receipt (where applicable) and self-attested copies of all requisite certificates/documents, shall be submitted to this Office so as to reach on or before the prescribed closing date. Candidates may be required to produce the original certificates/documents for verification at any stage of the recruitment process.

g. The candidature is provisional and subject to verification of original documents, payment of application fee where applicable and if the verification reveals any false information, candidature will be summarily rejected forthwith without assigning any further reasons and without prejudice to such further action as may be taken under the provisions of the Indian Penal Code for production of false certificates.

h. If any candidate is found not eligible at any stage, then his/her candidature will be rejected forthwith and no representation in this regard will be entertained.

7. CHECK LIST

Candidates must ensure that the following documents are enclosed with the hard copy of the application, wherever applicable. Applications received without the prescribed documents, with incomplete documentation, or after the prescribed closing date shall be summarily rejected.

a. Demand Draft of **₹500/- (Rupees Five Hundred only)**, wherever applicable, drawn in favour of **The Director, CSIR–National Aerospace Laboratories, Bengaluru**. Name and Father's name to be written on the back of the DD.

b. Recent passport-size colour photograph affixed in the space provided in the application form.

c. Signature of the candidate in the prescribed space in the application form.

d. Self-attested copies of the following educational certificates and mark sheets:

- SSLC/Matriculation/X Standard Certificate/Mark Sheet (as proof of Date of Birth);
- Certificates and mark sheets of all prescribed educational qualifications.

e. Self-attested copy of the latest **SC/ST/OBC (NCL)/EWS/PwBD/Ex-serviceman** certificate, wherever applicable, in the prescribed Government of India format (applicable for Central Government job) issued by the competent authority.

f. In the case of widows, divorced women, or women judicially separated from their husbands and who have not remarried, a copy of the relevant court judgment/decreed together with an affidavit declaring that the candidate has not remarried.

g. No Objection Certificate (NOC) and Vigilance Clearance from the employer, in respect of candidates serving as regular employees in CSIR/Government Departments/Autonomous Bodies/Statutory Bodies/Universities/Public Sector Undertakings, wherever applicable.

h. School Leaving Certificate indicating the candidate's name and date of birth, if these particulars are not appearing in the SSLC/Matriculation/X Standard Certificate/Mark Sheet.

i. Self-attested copy of a valid Government-issued photo identity proof (Aadhaar Card, PAN Card, Voter ID Card, Passport, Driving Licence, etc.).

j. The envelope containing the application form must be superscribed "Application for the Post of MTS, Advt. No.11/2026.

8. Probable Grounds for Rejection of Application/Candidature

The application/candidature of a candidate is liable to be rejected at any stage of the recruitment process on any of the following grounds:

a. Application is incomplete, unsigned, or not in the prescribed format.

b. Non-receipt of the prescribed application fee through Demand Draft, wherever applicable.

c. Non-possession of the prescribed essential qualifications, experience, age, or any other eligibility conditions as on the closing date for receipt of applications.

d. Receipt of the application after the prescribed closing date.

- e. Submission of the application without the requisite certificates/documents, including No Objection Certificate (NOC), wherever applicable.
- f. Any discrepancy, mismatch, or inconsistency between the information furnished in the application and the original documents produced during scrutiny/document verification.
- g. Submission of false, incorrect, or misleading information or suppression of any material fact.
- h. Failure to fulfil any of the eligibility conditions or other terms and conditions stipulated in the Advertisement and/or the applicable Recruitment Rules.

DISCLAIMER

1. Candidates must ensure that they fulfil all the prescribed eligibility conditions, including age, essential educational qualifications, experience (wherever applicable), and the category claimed in the application form, as on the closing date for receipt of applications. They must produce the requisite original certificates/documents issued by the competent authority in support of their claims whenever called for, particularly at the time of document verification. Failure to fulfil the prescribed eligibility conditions or to produce the requisite certificates/documents shall render the candidature liable to be cancelled at any stage of the recruitment process, including after selection or appointment.
2. The candidature of a candidate is purely provisional and subject to verification of all original certificates/documents. If, at any stage of the recruitment process, it is found that the candidate has furnished any false, incorrect, or misleading information, suppressed any material fact, or does not fulfil the eligibility conditions prescribed in this Advertisement and/or the applicable Recruitment Rules, the candidature/selection/appointment shall be liable to be cancelled without notice. CSIR–National Aerospace Laboratories (CSIR–NAL) reserves the right to take appropriate action, including debarment from future recruitments, in accordance with the applicable rules.
3. The decision of CSIR–National Aerospace Laboratories (CSIR–NAL) in all matters relating to eligibility, acceptance or rejection of applications, conduct of the recruitment process, document verification, selection, interpretation of the provisions of this Advertisement, and the applicable Recruitment Rules shall be final and binding on all candidates. No correspondence or representation in this regard shall be entertained.
4. The office shall not be responsible for any loss of application post receipt that has not been properly superscribed on the envelope identifying it as the application for the post of MTS against the advertisement.

**Sd/-
Sr. Controller of Administration**

Annexure-I

FORMAT OF 'NO OBJECTION CERTIFICATE' FROM THE EMPLOYER OF CANDIDATE CURRENTLY WORKING AS REGULAR EMPLOYEE IN CSIR/ GOVERNMENT ORGANISATIONS /AUTONOMOUS BODIES /STATUTORY BODIES/ UNIVERSITIES/ PUBLIC SECTOR UNDERTAKINGS etc.

(Letter Head of the Institution/Issuing Authority)

No.

Date: _____

No Objection Certificate for Applying to Advertisement No. _____

This is to certify that Mr./Ms. _____, Designation _____, is a permanent/regular employee of this department/organization and has been serving in the capacity of Current Position _____ since _____.

This department/organization has no objection to his/her applying for the position advertised vide Advt. No. _____ dated _____ for the position of Post Code _____ Position _____.

This department/organization has no objection to Mr./Ms. _____ participating in the selection process or being considered for the aforementioned employment in the new position.

It is also certified that Mr./Ms. _____ is not currently undergoing any penalties under the applicable conduct rules and Mr./Ms. _____ is neither under suspension, nor any vigilance, disciplinary, or criminal cases is pending against him/her as of the date of issuance of this certificate.

This certificate is issued at the request of the applicant for the purpose of applying to the said advertisement.

Place:

For [Name of Department/Organization],

[Signature of Issuing Authority]

[Name of Issuing Authority]

[Designation of Issuing Authority]

[Official Seal/Stamp]

[Contact Information]

[Department/Organization Address]

The form of certificate to be produced by Scheduled Castes and Scheduled Tribes candidates applying for appointment to posts under the Government of India

This is to certify that Shri/Shrimati/Kumari* Son/daughter* of of village/town* in District/Division* of the State/Union Territory* belongs to the caste/tribe* which is recognized as a Scheduled Caste/Scheduled Tribe* under:-

@ The Constitution (Scheduled Castes) Order, 1950
 @ The Constitution (Scheduled Tribes) Order, 1950
 @ The Constitution (Scheduled Castes) Union Territories Order, 1951
 @ The Constitution (Scheduled Tribes) Union Territories Order, 1951
 [as amended by the Scheduled Castes and Scheduled Tribes List (Modification) Order, 1956; the Bombay Reorganisation Act, 1960, the Punjab Re-organisation Act, 1966, the State of Himachal Pradesh Act, 1970, the North Eastern Areas (Reorganisation) Act, 1971, the Scheduled Castes and Scheduled Tribes Order (Amendment) Act, 1976., the State of Mizoram Act, 1986, the State of Arunachal Pradesh Act, 1986 and the Goa, Daman and Diu (Reorganisation) Act, 1987.]
 @ The Constitution (Jammu and Kashmir) Scheduled Castes Order, 1956
 @ The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959 as amended by the Scheduled Castes and Scheduled Tribes Order (Amendment) Act, 1976
 @ The Constitution (Dadar and Nagar Haveli) Scheduled Castes Order, 1962
 @ The Constitution (Dadar and Nagar Haveli) Scheduled Tribes Order, 1962
 @ The Constitution (Pondicherry) Scheduled Castes Order, 1964
 @ The Constitution (Uttar Pradesh) Scheduled Tribes Order, 1967
 @ The Constitution (Goa, Daman and Diu) Scheduled Castes Order, 1968
 @ The Constitution (Goa, Daman and Diu) Scheduled Tribes Order, 1968
 @ The Constitution (Nagaland) Scheduled Tribes Order, 1970
 @ The Constitution (Sikkim) Scheduled Castes Order, 1978
 @ The Constitution (Sikkim) Scheduled Tribes Order, 1978
 @ The Constitution (Jammu & Kashmir) Scheduled Tribes Order, 1989
 @ The Constitution (SC) Order (Amendment) Act, 1990
 @ The Constitution (ST) Order (Amendment) Act, 1991
 @ The Constitution (ST) Order (Second Amendment) Act, 1991
 @ The Scheduled Castes and Scheduled Tribes Orders (Amendment) Act 2002
 @ The Constitution (Scheduled Castes) Order (Amendment) Act, 2002
 @ The Constitution (Scheduled Castes and Scheduled Tribes) Orders (Amendment) Act, 2002
 @ The Constitution (Scheduled Castes) Orders (Second Amendment) Act, 2002
 @ The Constitution (Scheduled Caste) Order (Amendment) Act 2007
 % 2. Applicable in the case of Scheduled Castes/Scheduled Tribes persons who have migrated from one State/Union Territory Administration to another,

This certificate is issued on the basis of the Scheduled Castes/Scheduled Tribe certificate issued to Shri/Shrimati* Father/ Mother of Shri/ Shrimati/ Kumari* of village/town*/Territory** in District/ Division* of the State/ Union Territory* who belong to the caste/tribe* which is recognised as a Scheduled Caste/Scheduled Tribe* in the State/Union Territory* issued by the dated

% 3. Shri/Shrimati/Kumari* and/or* his/her* family ordinarily resides in village/town* of District/Division* of the State/Union Territory*

Signature
 **Designation
 (With Seal of Office) State/Union Territory*

Place:

Date:

* Please delete the words which are not applicable.

@ Please quote specific Presidential Order.

% Delete the paragraph which is not applicable

NOTE: The term “ordinarily reside (s)” used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

****List of authorities empowered to issue Scheduled Caste/Scheduled Tribe Certificate**

- (i) District Magistrate/Additional District Magistrate/Collector/Deputy commissioner/Additional Deputy Commissioner/Deputy Collector/ 1st Class stipendiary Magistrate/ Sub-Divisional Magistrate/Taluka Magistrate/Executive Magistrate/Extra Assistant Commissioner. (not below of the rank of 1st Class Stipendiary Magistrate).
- (ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.
- (iii) Revenue Officers not below the rank of Tehsildar.
- (iv) Sub Divisional Officer of the area where the candidate and/or his/her family normally resides
- (v) Administrator/Secretary to Administrator/Development Officer (Lakshadweep)

FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA

This is to certify that Shri/Smt./Kumari _____ son/daughter of _____ village/town _____ in District _____/Division belongs to the _____ community which is recognised as a backward class under the Government of India, Ministry of Social Justice and Empowerment's Resolution No. _____ dated _____* and/or his family ordinarily reside(s) in the _____ District/Division of the _____ State/Union Territory. This is also to certify that he/she does not belong to the persons/sections (Creamy Layer) mentioned in Column 3 of the Schedule to the Government of India, Department of Personnel & Training O.M. No. 36012/22/93-Estt. (SCT) dated 8.9.1993, OM No. 36033/3/2004- Estt. (Res) dated 9th March, 2004, O.M. No. 36033/3/2004-Estt. (Res) dated 14th October, 2008 and O.M. No. 36033/1/2013-Estt. (Res) dated 27th May, 2013**

Signature _____

\$
Designation _____

Dated:

Seal

* The authority issuing the certificate may have to mention the details of Resolution of Government of India, in which the caste of the candidate is mentioned as OBC.

** As amended from time to time.

\$ List of Authorities empowered to issue Other Backward Classes certificate will be the same as those empowered to issue Scheduled Caste/Scheduled Tribe certificates.

Note: - The term "Ordinarily" used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

Annexure-IV

FORM OF DECLARATION TO BE SUBMITTED BY THE 'OTHER BACKWARD CLASS' CANDIDATE (IN ADDITION TO THE COMMUNITY CERTIFICATE)

I _____ Son/daughter of Shri _____
resident of village/town/city_____ district_____
state_____ hereby declare that I belong to the _____ community
which is recognized as a backward class by the Government of India for the purpose of reservation in
services as per orders contained in Department of Personnel and Training Office Memorandum No.
36102/22/93-Estt.(SCT) dated 8-9-1993. It is also declared that I do not belong to persons/sections
(Creamy Layer) mentioned in column 3 of the Schedule to the above referred Office Memorandum
dated 8-9-1993, O.M. No. 36033/3/2004-Estt.(Res.) dated 9th March, 2004 and O.M. No.
36033/3/2004- Estt.(Res.) dated 14th October, 2008 and as amended time to time. I also declare that
the condition of status/annual income for creamy layer of my Parents/guardian is within prescribed limits
as on last date of application.

Place: _____
Date: _____

Signature _____
Name _____
Address _____

Government of
(Name & Address of the authority issuing the certificate)
INCOME & ASSEST CERTIFICATE TO BE PRODUCED BY
ECONOMICALLY WEAKER SECTIONS

Certificate No.....

Date:.....

VALID FOR THE YEAR.....

This is to certify that Shri/Smt./Kumari..... son/ daughter/ wife of
 permanent resident of, Village/
 Street, Post Office, Territory.....Pin Code..... whose photograph is
 attested below belongs to Economically Weaker Sections, since the gross annual income* of his/her
 family**is below Rs. 8 lakhs (Rupees Eight Lakh only) for the financial
 year.....His/her family does not own or possess any of the following
 assets**:

- I. 5 acres of agricultural land and above;
- II. Residential flat of 1000 sq. ft. and above
- III. Residential plot of 100 Sq. Yards and above in notified municipalities;
- IV. Residential plot of 200 sq. yards and above in areas other than the notified municipalities.

2. Shri/Smt./Kumari..... belongs to the..... caste which is not
 recognized as a Scheduled Caste, Scheduled Tribe and Other Backward Classes (Central List).

Signature with seal of
 Office.....
 Name.....
 Designation.....

Recent
 passport size
 attested
 photograph of
 the applicant

*Note 1 : Income covered all sources i.e. salary, agriculture, business, profession, etc.

Note 2 : The term 'Family' for this purpose include the person, who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years *Note 3 : The property held by a "Family" in different locations or different places/cities

have been clubbed while applying the land or property holding test to determine EWS status.

Annexure - VI

Certificate of Disability
(In cases of multiple disabilities)
[See rule 18(1)]
(Name and Address of the Medical Authority issuing the Certificate)

Recent passport
size attested
photograph
(showing face
only) of the
person with
disability

Certificate No.
Date:.....

This is to certify that we have carefully examined Shri/Smt./Kum. _____ son/wife/daughter of Shri _____ Date of Birth (DD/MM/YY) _____ Age _____ years, male/female _____. Registration No. _____ permanent resident of House No. _____ Ward/Village/Street _____ Post Office _____ District _____ State _____, whose photograph is affixed above, and am satisfied that:

(A) he/she is a case of Multiple Disability. His/her extent of permanent physical impairment/disability has been evaluated as per guidelines (.....number and date of issue of the guidelines to be specified) for the disabilities ticked below, and is shown against the relevant disability in the table below:

Sl. No.	Disability	Affected part of body	Diagnosis	Permanent physical impairment/mental disability (in%)
1	Locomotor disability			
2	Muscular Dystrophy			
3	Leprosy cured			
4	Dwarfism			
5	Cerebral Palsy			
6	Acid attack Victim			
7	Low vision			
8	Blindness			
9	Deaf			
10	Hard of Hearing			
11	Speech and Language disability			
12	Intellectual Disability			
13	Specific learning Disability			
14	Autism Spectrum Disorder			
15	Mental illness			
16	Chronic Neurological Conditions			
17	Multiple sclerosis			
18	Parkinson's disease			
19	Haemophilia			
20	Thalassemia			
21	Sickle Cell disease			

(B) In the light of the above, his/her over all permanent physical impairment as per guidelines (.....number and date of issue of the guidelines to be specified), is as follows : -
In figures : - ----- percent
In words :- -----percentage

2. This condition is progressive/non-progressive/likely to improve/not likely to improve.
3. Reassessment of disability is :
(i) not necessary,

or
(ii) is recommended/after years months, and therefore this certificate shall be valid till ----- (DD) (MM) (YY)
@ e.g. Left/right/both arms/legs
e.g. Single eye/both eyes
£ e.g. Left/Right/both ears

4. The applicant has submitted the following document as proof of residence:-

Nature of Document	Date of Issue	Details of authority issuing certificate

5. Signature and seal of the Medical Authority.

Name and Seal of Member	Name and Seal of Member	Name and Seal of the Chairperson

Signature /
thumb
impression of the
person in whose
favour certificate
of disability is
issued

Certificate of Disability
(NAME AND ADDRESS OF THE MEDICAL AUTHORITY ISSUING THE CERTIFICATE)

Recent PP Size
Attested
Photograph
(Showing face
only) of the Person
with disability

Certificate No.: _____

Date: _____

This is to certify that I have carefully examined Shri/Smt/Kum
_____ son/ wife/ daughter of Shri
_____ Date of Birth _____ (DD/MM/YYYY)
Age _____ Years, Male/Female _____ Registration No.
_____ Permanent Resident of House No.
_____ Ward/Village/Street _____ PostOffice _____
_____ District _____ State _____ whose photograph
is affixed above, and are satisfied that he/she is a Case of _____ Disability. His/her extent of
percentage physical impairment/ disability has been evaluated as per guidelines (to be specified) for
the disabilities (to be specified) and is shown against the relevant disability in the table below:

Sl. No.	Disability	Affected part of body	Diagnosis	Permanent physical impairment / mental disabilities (in %)
1	Locomotor disability	@		
2	Low vision	#		
3	Blindness	Both Eyes		
4	Hearing Impairment	\$		
5	Mental retardation	X		
6	Mental-illness	X		

(Please strike out the disabilities which are not applicable)

2. This above condition is progress / non-progress / likely to improve / not likely to improve.

3. Reassessment of disability is:

(i) not necessary,

Or

(ii) is recommended/ after _____ years _____ on this, and
therefore this certificate shall be valid till _____ (DD)/(MM)/(YY)

@ e.g. Left/right/both arms/legs

e.g. Single eye/both eyes

\$ e.g. Left/Right/both ears

4. The applicant has submitted the following document as proof of residence:-

Nature of Document	Date of Issue	Details of authority issuing certificate

(Authorised Signatory of notified Medical Authority)
(Name and Seal)

Countersigned

(Countersignature and seal of the
Chief Medical Officer/Medical Superintendent/ Head
of Government Hospital, in case the
certificates issued by a medical authority
who is not a government servant (with seal))

Signature/Thumb
impression of the
person in whose
favour disability
certificate is
issued.

Note: In case this certificate is issued by a medical authority who is not a government servant, it shall be valid only if countersigned by the Chief Medical Officer of the District.

Letter of Undertaking for Using Own Scribe

I, a candidate with (name of the disability) appearing for the (name of the examination) bearing Roll No. at (name of the centre) in the District, (name of the State/UT). My qualification is

I do hereby state that (name of the scribe) will provide the service of scribe/reader/lab assistant for the undersigned for taking the aforesaid examination.

I do hereby undertake that his/her qualification is.....In case, subsequently it is found that his / her qualification is not as declared by the undersigned and is beyond my qualification, I shall forfeit my right to the post and claims relating thereto.

(Signature of the candidate with Disability)

Place:

Date:

Annexure – IX

CERTIFICATE REGARDING PHYSICAL LIMITATION IN AN EXAMINEE TO WRITE

This is to certify that, I have examined Mr/Ms/Mrs _____ (name of the candidate with disability), a person with _____ (nature and percentage of disability as mentioned in the certificate of disability), S/o/D/o _____, a resident of _____ (Village/ District/ State) and to state that he / she has physical limitations which hampers his/her writing capabilities owing to his/her disability.

Signature

Chief Medical Officer/Civil Surgeon/Medical
Superintendent of a Government health care
Institution

Name & Designation

Name of Government Hospital/Health Care Centre with Seal

Place:

Date:

Note: Certificate should be given by a specialist of the relevant stream/disability (e.g. Visual impairment-Ophthalmologist, Locomotor disability-Orthopaedic specialist/PMR)

FOR OFFICE USE ONLY

Application Serial No.: _____

Date of Receipt of Application: _____

Demand Draft Details (where applicable):

DD No.: _____ Date: _____

Amount: ₹ _____

Bank: _____

☐ Demand Draft detached and taken into custody by me.

Name & Signature of Receiving Official: _____

Date: _____

Eligibility Status

☐ Eligible

☐ Provisionally Eligible

☐ Not Eligible

Reason (if Not Eligible): _____

Documents Verified by: _____

Signature of Scrutinising Officer: _____

Date: _____

Instructions to Candidates

1. Candidates shall submit their application only in the prescribed format, neatly typed on A4-size paper. Handwritten applications will not be accepted.
2. A recent self-attested passport-size colour photograph shall be affixed in the space provided in the application form.
3. Self-attested copies of all relevant certificates/documents in support of age, educational qualification, category, PwBD/Ex-Serviceman status, experience (if any), etc., shall be enclosed with the application.
4. The prescribed application fee of **₹500/- (Rupees Five Hundred only)** shall be remitted **only through Demand Draft (DD)** drawn in favour of the **Director, CSIR–National Aerospace Laboratories**, payable at **Bengaluru**. No other mode of payment will be accepted.
5. Candidates are advised to write their full name and father's name on the back of the DD before enclosing it with the application
6. Incomplete applications, applications not accompanied by the prescribed application fee (where applicable), or applications without the requisite certificates/documents are liable to be rejected.
7. The completed application, along with all enclosures, shall be sent **only through Speed Post / Courier** to the address specified in the advertisement. Applications received through any other mode shall not be entertained.