



PUNJAB BIOTECHNOLOGY INCUBATOR

SCO : 7&8, (First Floor), Phase-V,
Mohali-160059 (Punjab)

Advt. No. PBTi/2019/CP/01

RECRUITMENT

Punjab Biotechnology Incubator (PBTi) invites the applications for following posts purely on contractual basis for a period of 3 years extendable as per requirement under PMC/PMA cell.

1) Name of the Post: Scientist (PMC/PMA cell)

Consolidated emoluments (per month): Rs. 50,000/-

Essential: M.Sc. 1st class from a recognized University / institute in Basic / Life Science / Agriculture Science / Environmental Sciences / Food Technology / Biotechnology with four (04) years experience in R&D / industry after essential qualification.

OR

M.Tech.1st class from a recognized University / institute in Biotechnology / Food Technology / Dairy Technology with three (03) years experience in R&D / industry after essential qualification.

OR

M. Pharma 1st Class from a recognized University / institute with three (03) years experience in R&D / industry after essential qualification.

Desirable : Experience in editing / writing reports dealing with scientific subjects. The incumbent should have an aptitude for interacting with various organizations to nurture/ develop useful linkages in the areas of the activities of PBTi.

Job Description: The incumbent will be expected to compile, collate, enter and retrieve data regarding project personnel, progress, costs etc. into computers. Assist in the preparation of various technical reports / project proposals.

Age : 40 years or below.

2) Name of the Post: Assistant Scientific Officer (PMC/PMA cell)

Consolidated emoluments (per month): Rs. 35,000/-

Essential: M.Sc. 1st class from a recognized University / institute in Basic / Life Science / Agriculture Science / Environmental Sciences / Food Technology / Biotechnology with three (03) years experience in R&D / industry after essential qualification.

OR

B. Pharma 1st Class from a recognized University / institute with three (03) years experience in R&D / industry after essential qualification.

OR

B.Tech or equivalent 1st Class from a recognized University / institute in Biotechnology / Food Technology / Dairy Technology with three (03) years experience in R&D / industry after essential qualification.

Desirable : Experience in editing/ writing reports dealing with scientific subjects. The incumbent should have an aptitude for interacting with various organizations to nurture/ develop useful linkages in the areas of the activities of the PBTi.

Job Description: The incumbent will be expected to compile, collate, enter and retrieve data regarding project personnel, progress, costs etc. into computers. Assist in the preparation of various technical reports / project proposals.

Age : 37 years or below.

3) Name of the Post: Office Assistant (PMC/PMA cell)

Consolidated emoluments (per month): Rs. 30,000/-

Essential: Graduate with 50% marks and having minimum 5 years office experience with knowledge of computer and having typing speed of 30 w.p.m. in English.

Desirable: Science Graduate with experience in scientific / technical institutions

Age : 37 years or below.

4) Name of the Post: Data Entry Operator (PMC/PMA cell)

Consolidated emoluments (per month): Rs. 19,000/-

Essential: Graduate with 50% marks, minimum 2 years office experience and having typing speed of 30 w.p.m. in English. Computer course of minimum six months duration from a Govt. recognised institution or reputed institution (ISO 9001 certified)

Desirable: BCA / B.Sc. (IT) with experience in scientific / technical institutions. Candidates with knowledge of Punjabi typing shall be preferred.

Age: 37 years or below.

Candidates having requisite qualifications and experience may submit application in the prescribed format **PROFORMA-I** which is available on the website of PBTI i.e. www.pbtilabs.com along with the demand draft (Non-refundable) of Rs. 500/- (for each post) in favour of "Punjab Biotechnology Incubator" payable at Mohali **on or before 29.03.2019**. No fee will be payable by Schedule Caste (SC)/ Schedule Tribes (ST) candidates. In – service candidates shall apply through proper channel or submit NOC at the time of Interview. After sending the hard copy, the candidates are also required to send a soft copy in M.S. Word format of the **PROFORMA-II** through e-mail on PBTI's e-mail address i.e. rectt.pbti@gmail.com Incomplete or without fees applications will not be considered. The Appointing Authority reserves the right to reject any or all applications without assigning any reason. The above post would be temporary post for fixed duration.

Admin cum Fin. & Accounts Officer