



PUNJAB BIOTECHNOLOGY INCUBATOR
 (Department of Science, Technology & Environment, Punjab)
 C-134, Industrial Focal Point, Phase-VIII, SAS Nagar (Mohali), Punjab
 E-mail : rectt.pbti@gmail.com, Website : www.pbtirlabs.com

Advt. No. Advt. No. PBTI/2021/PS/PRO/1(a)

Punjab Biotechnology Incubator (PBTi) invites applications for following posts on pay scale through direct recruitment purely on contractual basis for a period of 5 years extendable as per requirement of PBTi

Sr. No.	Name of Post	Initial pay	Eligibility criteria
1	Junior Scientific Officer (Chemical)- One Reserved for SC (Woman) Category	Rs.35400 Per month fixed	Essential: 1 st class Master Degree in Basic / Life / Environmental Sciences / Food Sciences OR 1 st Class B.Tech or equivalent in Biotechnology / Food Technology / Dairy Technology OR 1 ST Class B. Pharma from a recognized University / institute with atleast 2 years analytical experience in the relevant field after essential qualification. Desirable: Experience of working with national / international testing & certification laboratories /organizations. Knowledge of national / international laboratory quality management systems and standards for quality testing. The candidate qualified as food analyst by FSSAI would be given preference. Job Requirement: The incumbent would be responsible for analysis of agri /food and allied products/environment monitoring. Age : Below 35 years.
2	Accounts Assistant (Unreserved)	Rs.29200 per month fixed	Essential: Graduate in Commerce with 5 years experience in Government PSU's/ Autonomous Bodies. Working Knowledge of Computer Accounting System. Desirable: 1) Having Experience in preparation of Profit and Loss/ Income and Expenditure statement and Balance Sheet. Also having the knowledge to get the accounts audited from Statutory, Tax Auditors and A.G Audit. 2) Well versed with Income tax and GST matters to comply with various provisions contained in these Acts. Preference will be given to candidate also having knowledge of Central Custom and Excise Act. Job Requirement: The incumbent will be responsible for preparing and completion of Annual Accounts of the society as per the laid down procedures and provisions of various acts as applicable from time to time. Age: 18-37 years

a) The Minimum pay admissible for the ibid posts shall be as per Finance Department letter dated 24.11.2020. Fixed Emolument equal to Minimum Pay without any allowance will be paid during the probation period of 3 years.

b) 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.pbtirlabs.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 23.04.2021**. 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.

c) The Appointing Authority reserves the right to reject any or all applications without assigning any reason.

Adm.cum Fin. & Accounts Officer