

GOVERNMENT OF INDIA  
OFFICE OF THE DIRECTOR  
CENTRAL DRUGS LABORATORY  
GOVERNMENT OF INDIA  
MIN. OF HALTH & FAMILY WELFARE  
3, KYD STREET, KOLKATA – 700 016  
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Telefax: (033)2229-9380

No.8-38(Mediaman)/2018-Ad/ 368

Date: 05/06/2018

To

✓ The Drugs Controller General of India,  
DGHS, Min. of Health & Family Welfare,  
FDA Bhawan, Kotla Road, ITO  
New Delhi – 110 002.

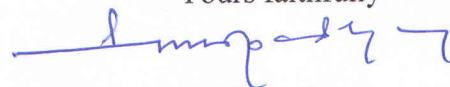
Sub: The advertisement for Filling up the {01(One)-UR} post of Mediaman (Unreserved)  
(Group C Non-Gazetted Non-Ministerial) Pay Matrix Level – 4 (Rs. 25,500-81,100) in  
Central Drugs Laboratory, Kolkata-reg.

Sir,

In accordance with the Directorate letter No.A.32016/01/2014-D, dt.08/05/2018 issued from your end, a copy of the advertisement along with Annexure-A (Prescribed Application Form) is hereby enclosed in connection with filling up the above vacancy of Mediaman in Central Drugs Laboratory, Kolkata and upload the same in CDSCO Site ([www.cdsc.nic.in](http://www.cdsc.nic.in))

Encl: Advertisement Copy  
Annexure-A (Application Proforma)

Yours faithfully



(S. Mukhopadhyay)  
Director-in-Charge (Admn)

Copy to:

- 1) Notice Board for wide publicity.
- 2) Sr. Technical Director NIC, Nirman Bhawan, New Delhi with request to upload the matter on the website of the Ministry of Health & Family Welfare.
- 3) The Dy. Director Admn (Drugs), Office of the Drugs Controller General (India), DGHS, CDSCO, FDA Bhawan, Kotla Road, New Delhi – 110 112 with request (a) To upload the matter on the CDSCO website and (b) in the National Career Service (NCS) Portal of the Ministry of Labour & Employment as DOPT OM No. 14024/1/2016-Estt (D), dated 13/06/2016

**GOVERNMENT OF INDIA  
CENTRAL DRUGS LABORATORY  
DIRECTORATE GENERAL OF HEALTH SERVICES  
MIN. OF HEALTH AND FAMILY WELFARE  
3, KYD STREET, KOLKATA – 700 016**

No. 8-38(Mediaman)/2018-Ad/

Date: 05/06/2018

Applications are invited from the Indian Nationals for filling up the vacancy ON DIRECT RECRUITMENT basis of General Central Services Group “C” Non-Gazetted, Non-Ministerial post in Central Drugs Laboratory, 3, Kyd Street, Kolkata 700 016 as per details:

Sl No.	Details of posts	Scale of Pay	No. of Vacancy	Category of the Post	Age Limit	Qualifications
01	Mediaman (UR) General Central Service Group C, Non-Gazetted, Non-Ministerial.	Pay Matrix Level: 4 with Rs. 25,500-81,100 (plus allowances as per Central Govt. Rules)	01 (One)	01-Unreserved (UR)	Between 18 to 25 years (The upper age-limit is relaxable for departmental candidates upto 40 years in accordance with the instructions or orders issued by the Central Government)	Bachelor's degree in Microbiology.

**General Instructions:**

- A) The application in the enclosed Proforma (Annexure-A) and other details may be downloaded from CDSCO website ([www.cdsc.nic.in](http://www.cdsc.nic.in)) giving full Bio-data in neatly typed along with self attested copies of Essential Certificates and supporting documents with 2(two) copies of recent passport size photograph along with self addressed envelope affixing postal stamp of Rs. 50/- to be submitted to this Office on or before 23/07/2018. Incomplete application will be rejected summarily without showing any reason.
- B) CLOSING DATE FOR RECEIVING APPLICATION – **23/07/2018** up to 05:00 pm
- C) The crucial date for determining the age limit shall be the closing date for receipt application.
- D) The Application should be address to the “**Director, Central Drugs Laboratory, Govt. of India, Ministry of Health & Family Welfare, 3, Kyd Street, Kolkata – 700 016**” and name of the post applied for to be mentioned on the outer cover.
- E) The closing date for receiving application from the candidates residing in Assam, Meghalaya, Arunachal Pradesh, Manipur, Nagaland, Tripura, Sikkim, Ladakh division of Jammu & Kashmir State, Lahaul and Spiti District and Pangi Sub-Division of Chamba District of Himachal Pradesh, Andaman and Nicobar Island or Lakshadweep is **31/07/2018** up to 05:00 pm

**N:B:**

- 1) Short-listed criteria will be adopted for screening of candidates for written Examination.
- 2) The criteria followed by the Authority in short listing the candidates will be final. No appeal or representation will be entertained against such short listing criteria.
- 3) The information furnished by the candidates in their application will be verified by the Authority with reference to their original documents after the Written Exam. During verification of documents, if any information furnished by the candidate in the application is found wrong, his/her candidature will be rejected forthwith. No appeal or representation against such rejection of candidature will be entertained. The candidates should ensure that they have furnished correct information in the application form.
- 4) The age relaxation for reserved category applicants is admissible only in the case of vacancies reserved for such categories. The reserved category applicants, who apply against posts meant for UR category, are not entitled to get age relaxation.
- 5) Government employee should apply through proper channel.

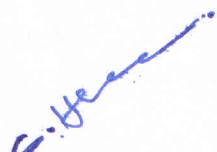
6) • **Instruction for PH (Physically Handicapped) candidate:**

It is also certified that the post of Mediaman (Group C, Non-Gazetted, Non-Ministerial) in Central Drugs Laboratory, Kolkata which is identified **SUITABLE** for **ORTHOPAEDICALLY HANDICAPPED (OH)/ HEARING HANDICAPPED (HH) PERSONS** with following **DISABILITIES:-**

Name of Disabled Category (ies)	Category (ies) of Disability permissible /suitable for jobs attached to the post
ORTHOPAEDICALLY HANDICAPPED (OH)	OL – One Leg affected right or left
HEARING HANDICAPPED (HH)	PD – Partially Deaf

- 7) No TA/DA will be admissible for appearing in Written Examination.
- 8) Canvassing in any forms will disqualify the applicant.

Authority: Directorate Letter No. A.32016/01/2014-D, dated 8<sup>th</sup> May, 2018

  
Director-in-Charge



Annexure – A  
APPLICATION FORMAT  
(Neatly typed)

Paste your  
recent  
Passport size  
photograph  
with self  
attested

1. Name of the post applied for:.....

2. Full Name of the Candidate:.....  
(In Capital Letter)

.....

3. Date of Birth:

4. Age as on closing date:

Years

Months

Days

5. Gender: (Write '1' for Male, '2' for Female)

6. Marital Status:.....

7. Father's/Husband's Name:.....

8. Mailing Address (Block Letter):.....

.....

.....Pin Code:.....

Tel. No if any.....Mobile if any.....

E.mail ID if any.....

9. Nationality.....

10. Whether Physically Handicapped? (Write '1' for Yes, '2' for No)

11. Category (Please Tick ✓)

SC

ST

OBC

General

12. All Educational/ Qualifications/Training Courses etc onwards:

Level	Exam passed/Degree Training	Division/Grade % of Mark	Year of passing	Duration of the Degree/Diploma	Board/University	Subject	Subject of Specialization

### 13. Brief Professional Experience:

Name of the Office/Institution/Firm	Post held	Part time/Contract basis/Ad-hoc/Regular/Temp./Pmt	Exact date to be given (Indicate date, month, year)		Total Period (In years)			Scale of pay	Nature of duties
			From	To	Years	Months	Days		
<b>Total</b>									

14. Any other relevant information:.....

15. Aadhaar Card No. :.....

**16. Details of enclosure:**

1).....

2).....

3).....

I do hereby declare that all the statements made in the application are true and complete and correct to the best of my knowledge and belief. In the event of any information being found false/incorrect at any point of time my candidature will stand automatically cancelled.

Date:

**Signature of Candidate**

**Place:**

**Address:**