सी.एस.आई.आर. राष्ट्रीय भौतिक प्रयोगशाला
CSIR - NATIONAL PHYSICAL LABORATORY
(वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद)
(Council of Scientific & Industrial Research)
डा0 के.एस. कृष्णन् मार्ग, नई दिल्ली –110012, (भारत)
Dr. K. S. Krishnan Marg, New Delhi - 110012, (INDIA)

ADVERTISEMENT NO.: Rectt./05/2026

Last Date of Receipt of Application Form: 23.12.2026

CSIR - National Physical Laboratory, New Delhi, is a premier laboratory under the Council of Scientific & Industrial Research (CSIR). This laboratory is National Metrology Institute (NMI) of India created by an act of parliament. Currently, it comprises of six scientific/ technical divisions, viz. (i) Physico - Mechanical Metrology Division, (ii) Electrical & Electronics Metrology Division, (iii) Environment Sciences & Biomedical Metrology Division, (iv) Advanced Materials & Devices and Metrology Division, (v) Bhartiya Nirdeshak Dravya (BND) Division, and (vi) Indian Standard Time Division. The focus is on the advancements in the area of Quantum metrology and the development of measurement techniques/protocols for new parameters, ranging from time & frequency to solar cell calibration. CSIR-NPL has very active research groups working in the areas of quantum phenomena based metrology, precision measurement relating to engineering materials, electronic materials, nano science & nanotechnology, thin films & surface science, graphene & carbon nanotubes, environmental pollutants & bio-instruments, cryogenics, and instrumentation.

Applications are invited from enthusiastic, young Indian citizens for the posts of MULTI TASKING STAFF, as per the details given below:-

Designation	**No. of Posts**	**Pay Level**	**Basic Pay**	***Total Emoluments**	****Upper Age limit, not exceeding (as on 23.12.2026)**
MULTI-TASKING STAFF	**Total – 25 (Twenty Five) Posts** UR – 12 **Posts** EWS – 03 **Posts** OBC (NCL)- 06 **Posts** ST– 04 **Post** (Out of 25 Posts, 01 Post is reserved for PwBD – category **[b]** and 01 Post is reserved for PwBD – category **[c]**) and **03 posts** reserved for Ex-serviceman	Level – 01 (Rs.18,000 -56,900)	Rs.18,000/-	Rs. 41040/- per month	Not less than 18 Years and not exceeding 25 Years

* Total Emoluments means approximate emoluments on the minimum of the scale, including House Rent Allowance in Class 'X' City.

** Please see Age Relaxation under Relaxations Column.

Abbreviations used:

(UR - Unreserved, EWS- Economically Weaker Section SC- Scheduled Caste, ST- Scheduled Tribe, OBC(NCL)-Other Backward Classes (Non-Creamy Layer)

Applicants are requested to carefully go through the full text of the advertisement regarding qualifications, subjects, fields of experience/specializations, and job requirements, etc., prescribed for the position and then fill out the application form carefully.

The Minimum essential qualifications for all posts are as under:-

Post Code	MTS
Name of the Post	MULTI TASKING STAFF
Essential Qualifications	Matriculation or equivalent pass
Desirable Qualifications	Intermediate (12th Class) Pass

Job Requirements / Nature of Job:

- Physical Maintenance of records of the Section.
- General Cleanliness & Upkeep of the Section.
- Carrying of files & documents to other Sections.
- Photocopying, Sending FAX, etc.
- Delivering the Dak.
- Opening & Closing the Section.
- Assisting in Research & Development activities.
- Physical Maintenance of records of the Guest House.
- Collection and remittance of Guest House charges.
- General Cleanliness & Maintenance of Rooms.
- Attending to guests' complaints, queries, and requirements.
- Dusting of furniture, etc.
- Preparation and supply of Tea/Coffee to the Guests.
- If required, the incumbent may have to work shift duties.
- Maintenance and upkeep of Gardens and Green spaces.
- Planting, nurturing, and caring for plants, as well as maintenance of garden activities such as mowing lawns, trimming hedges, weeding, and clearing debris.
- Watering, Fertilizing & Pest Control.
- Physical Maintenance of records of the work area, stock entry.
- Maintenance & upkeep of vehicles.
- Scheduling maintenance and repairs.
- Managing vehicle records and log books.
- Managing and allocation of duties.
- Liaising with the office for the preparation of bills for vehicles.
- Processing Fast-tag, Insurance renewal bills.
- Performing Driver duties if required, in such cases, eligible for honorarium as per Rules.
- Any other work/job assigned from time to time by the Competent Authority.

GENERAL INFORMATION AND CONDITIONS:-

1. Benefits under Council service:

a. These posts carry usual allowances i.e. Dearness Allowance (DA), House Rent Allowance (HRA), Transport Allowance (TA) etc. as admissible to the central government employees and as made applicable to CSIR. Council employees are also eligible for accommodation of their entitled type as per CSIR Residence Allotment rules depending on availability. If Council or Government accommodation is utilized, HRA will not be admissible.

b. All new entrants will be governed by the "National Pension System'' or Extant Pension System based on defined contributions for new entrants recruited in Central Government Services on or after 01.01.2004, as adopted by CSIR for its employees.

c. In addition to the emoluments indicated against the post, benefits such as reimbursements of Medical Expenses, Leave Travel Concession and House Building Advance are admissible as per CSIR rules.

d. In regard to all the matters concerning service conditions of employees of CSIR, Central Civil Services (Conduct) Rules, 1964, Central Civil Services (Classification, Control and Appeal) Rules, 1965, the Fundamental and Supplementary Rules framed by the Govt. of India and such other rules and orders issued by the Govt. of India from time to time shall apply to the extent applicable to the employees of the Council.

2. Other conditions:

a) The applicant must be a citizen of India.

b) All applicants must fulfill the essential requirements (i.e. age limit, Essential qualification, Experience if any etc.,) of the post and other conditions stipulated in the advertisement as on the last date of application. They are advised to satisfy themselves before applying that they possess at least the minimum essential qualifications laid down for the post which are compulsory even if a candidate has some other higher qualifications as on the last date of applications. Enquiries asking for advice as to eligibility will not be entertained.

The prescribed essential qualifications are the minimum and should be in the discipline/subject mentioned against each post. Mere possession of the same does not make a candidates entitle to be called for Written Examination. Applications received will be scrutinized by a duly constituted Screening Committee. The duly constituted Screening Committee will adopt its own criteria for screening the applications received for the post and shortlist the candidates accordingly to be called for the Written Examination. The candidate should, therefore, mention in the application all the qualifications and experience, over and above the minimum prescribed qualifications, supported with necessary documents/certificates and mark sheets (semester- wise/Year-wise, wherever applicable) and ensure that all details are full and accurate.

The prescribed educational qualifications should have been obtained from a University/Institution/Board etc. recognized by Govt. of India/approved by Govt. Regulatory Bodies and final results should have been declared on or before the last date of application. Completion of course will be reckoned from the date of issue of provisional certificate/notification.

c) In respect of the equivalent clause in 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 produce an order/letter/notification in this regard, indicating the Authority (with number and date) under which it has been so treated. Otherwise, in absence of such document, the Screening Committee reserves the right to reject the equivalence claim leading to rejection of the application. The decision of the CSIR-NPL/CSIR with regard to the equivalence of qualification(s) and recognition of Universities/Institutes shall be final and binding.

d) Applications from candidate working in CSIR / Government Departments / Autonomous bodies / Universities / Public Sector Undertakings and Government Funded Research Agencies must be applied **through proper channel** from their employer, failing which their candidature will NOT be considered. The applications of such candidates will be considered only if Hard Copy of the same must reach us on or before **23.12.2026.**

e) **The candidates must fill in their Name, Date of Birth, and father's name/mother's name in the application strictly as given in the SSC/Matriculation/10th Standard/SSLC/HSC certificate.** In case, a candidate claims a change of his/her name after matriculation or marriage or remarriage or divorce etc. it should also be mentioned in the respective field in the application and the Candidate claiming a change in name must submit a copy of Gazette Notification/Affidavit from the appropriate authority in support of change of name/mismatch in name/ variation in name of candidate/ parents (if applicable).

f) Only SSC/Matriculation/10th Standard/SSLC/HSC certificate or Birth certificate issued by appropriate government authority will be accepted as age proof for date of birth and no subsequent request for change will be considered /granted. Where date of birth is not available in certificate/mark sheets issued by concerned Educational Boards, School Leaving Certificate indicating Date of Birth will be accepted.

g) The candidature may be cancelled in case of incorrect/wrong information provided in the application and as evident in the original documents.

h) 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 submitted.

i) The experience certificate if any should clearly state the duration of experience indicating from and to date i.e. date of joining and date of relieving of various organizations / institutions/ firms / universities concerned as claimed by the candidate. Further, an experience certificate must be issued by the Authority, competent to issue such certificates, with respect of the organization[s]/ Institutes/ Universities concerned. Documentary evidence enclosed with application must clearly depict start date and end date of experience, emoluments, nature of job performed etc. In absence of any of these details, the decision of the Screening Committee, CSIR-NPL in acceptance/rejection will be final and binding upon the candidates.

j) 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-NPL or CSIR or any other National Labs/ Institutes/ Units of the CSIR.

k) In case of Boards/Universities/Institutes awarding CGPA/SGPA/OGPA/DGPA/CPI grades etc., candidates are required to convert the same into percentage based on the formula as per their Boards/Universities/Institutes. A copy of conversion formula of CGPA/SGPA/OGPA/DGPA/CPI grades etc into percentage, issued by the Boards/Universities/Institutes to be attached with application.

l) Persons with Benchmark disabilities (PwBD/DIVYANGJAN) fulfilling the eligibility conditions prescribed under GOI instructions are encouraged to apply.

m) The date for determining the upper age limit, qualification shall be the last date of application i.e. **23.12.2026.**

n) Wherever a specific area / discipline/ subject and Percentage have been prescribed as the essential eligibility criteria for the post and if the same is not evident from the candidate's marks sheet and/or degree certificate from the concerned university, the candidates must substantiate their claims in this regard with valid proof in the application. In case the required area / discipline/ subject and percentage has not been mentioned/depicted in a candidate's Marks Sheet and/ or Degree / Certificate awarded by the concerned University, the decision of the Screening Committee regarding acceptance or rejection of such claims would be final and binding upon the candidates. **Applications not duly filled without required certificates / documents will be summarily rejected.**

o) The selected candidates will be on probation for a period of **(02) two year** 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 in accordance with the extant rules.

p) The selected candidates will not be permitted to apply for appointment elsewhere or in this Laboratory during the probationary period and if they have applied for any post(s) in any other Organisation before joining, they have to intimate the details of such applications, immediately on joining the Laboratory.

q) The selected persons should be ready to serve under the administrative control of the Director, CSIR-NPL and they can be transferred to any of the Labs/Institutes of CSIR anywhere in India as and when need arises.

r) The recruitment for the above posts is governed by the **"Recruitment Rules for MTS Staff"** as amended from time to time. Hence all other terms and conditions not stipulated herein will be applicable as per the said Recruitment Rules.

s) Any discrepancy with regard to the information given in application and as evidenced from the supporting/original documents submitted will be rejected as invalid application. If, it is detected at any stage of the screening/selection process, will make the candidate ineligible for appearing in the Written Examination.

t) The screening of the candidates will be done prima facie on the basis of documents and information furnished by the candidates in the application. If at any subsequent date/stage it is discovered that the candidates do not fulfill the eligibility criteria or have submitted incorrect or false information in the application form or willfully suppressed any material information their candidature will be cancelled without assigning any reason whatsoever. If it is detected even after selection, he/she will be liable to removal from service after joining at any stage, and such other action as may be deemed necessary may be taken by the Competent Authority. CSIR-NPL/CSIR will not be responsible for any consequences resulting from the submission of such false/inaccurate information. Therefore, the candidates must ensure that all information provided in the application are accurate and correct.

u) Notifications regarding selection, details of screened/short listed candidates to be called for Written Examination along with criteria adopted and any updates shall be displayed only on NPL official website**:** **https://www.nplindia.in** from time to time and hence all candidates are **required to necessarily visit on the given website regularly.**

v) **NO INTERIM ENQUIRY OR CORRESPONDANCE WILL BE ENTERTAINED.**

w) The decision of the CSIR-NPL/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. No enquiry or correspondence will be entertained in this connection from any individual or agency on behalf of the candidate.

x) The Director, CSIR-NPL reserves the right to cancel or withdraw the advertisement without assigning any reason thereof or reserves the right not to fill up the posts. The number of vacancies indicated against each post/category is provisional and may increase or decrease at the time of final selection. This advertisement does not necessarily tantamount to the selections being actually made. The selection process is subject to the CSIR/GoI instructions prevalent at a given point of time during various stages of selection process.

y) The Competent Authority reserves the right to amend, delete and add terms & conditions to this advertisement in the interest of CSIR-NPL. For any issue that is not covered in this advertisement, appropriate instructions of CSIR will apply.

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

3. RESERVATION RULES & RELAXATIONS:

a) Age relaxation for SC/ST/OBC(NCL):

The upper age limit shall be relaxed by 05 [five] years for Scheduled Caste [SC]/Scheduled Tribe [ST] and 03 [three] years for Other Backward Class [OBC (NCL)] candidates, as per Government of India orders in force, only in respect of those cases where the posts are reserved for these respective categories [copy of the certificate to be enclosed to the application, as required].

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 in respect of such posts in accordance with DoPT OM No.36011/1/98-Estt. (Res), dated 01-07-1988 and they are treated on par with general candidates in respect of their selection. Application Fee Exemption is, however, applicable for SC/ST candidates in such cases.

The candidates belonging to the reserved category of SC/ST/OBC (NCL) must attach a copy of their certificate along with their applications which should be in the prescribed format issued by the Competent Authority Empowered to issue such Certificates (Like SDO/District Magistrate/Dy. Commissioner etc.) as per the Government of India Orders. The certificates in any other format will not be accepted. As for OBC certificates, both the conditions of OBC status as well as exclusion from 'Creamy Layer' with respect to Government of India criteria and not State Government criteria, are to be met.

The OBC (Non-creamy layer) certificate should be the latest. For information and compliance, the prescribed proforma for producing the OBC(NCL)/SC/ST certificate are enclosed in the last of this Advertisement. The OBC certificates should be in the format **FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA** with reference to relevant Government of India Orders meeting the Creamy Layer Criteria as laid down by Government of India and not for appointment in any of the States bearing references to those State Government Orders. OBC candidate's eligibility will be based on Castes borne in the Central List of Govt. of India and their Sub-caste must match with the entries in Central List of OBC, failing which their candidature will not be considered under any of the applied reserved categories and will be treated as Unreserved (UR), if otherwise eligible. The OBC candidates who belong to the **"Creamy layer" are not entitled to concession admissible to the OBC category,** and such candidates have to indicate their category as General/ Unreserved.

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. Candidate seeking reservation as SC/ST/OBC(NCL) in the prescribed proforma from the competent authority should indicate clearly the candidate's Caste, the Act/Order under which the Caste is recognized as SC/ST/OBC and the village/ town the candidate is ordinarily a resident of.

b) <u>For EWS (Economically Weaker Section)</u>:

Persons who are not covered under the existing scheme of reservations to the Scheduled Castes, the Schedule Tribes and the 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 income shall also include income from all sources i.e. salary, agriculture, business, profession etc. for the financial year prior to the year of application. 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.

The property held by a "Family" in different locations or different places/cities would be clubbed while applying the land or property holding test to determine EWS status.

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 benefit of reservation under EWS can be availed upon production of an Income and Asset Certificate issued by a Competent Authority (Like SDO/District Magistrate/Dy. Commissioner etc.) as per the Government of India Orders. The above certificate issued in the prescribed format shall only be accepted as candidate's claim belonging to EWS. Failing in these stipulations, their claim for reserved status under EWS will not be entertained and the candidature/application of such candidates, if fulfilling all the eligibility conditions for General (Unreserved) category, will be considered as General (UR) only.

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 submitting Income and Asset certificate by the EWS candidate will be the closing date for receipt of application for the post. Income & Asset Certificates issued subsequent to the crucial/cut-off date and for the later Financial Year shall not be accepted.

Further, Family Gross Annual Income shall be computed for the financial year prior to the year of last date of submission of application. For example, if the closing date for receipt of application for a post is September, 2026, the financial year for computing gross annual income of the family shall be 2025-2026 and the certificate shall be valid for 2026-2027.

c) Age relaxation to Persons with Benchmark Disability (PwBD):

Age relaxation of 10 (Ten) years for Unreserved candidates [total 15 years for SC/ST and 13 years for OBC candidates] in upper age limit shall be allowed to persons suffering from the following benchmark disabilities as per GOI instructions:

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

Note: Definition of the above specified disabilities will be as per "THE RIGHTS OF PERSONS WITH DISABILITIES ACT, 2016".

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

The persons claiming age relaxation under this sub-para would be eligible for relaxation in conditions/ reservation in posts who suffer from not less than 40% of relevant benchmark disability and required to produce a valid certificate in prescribed pro-forma in support of their claims clearly indicating that the degree of physical disability is 40% or more. Those Persons with Benchmark Disabilities (PwBD) who have availed the relaxation and/or reservation will have to submit Certificate of Disability issued by the Competent Authority as per the form V, VI and VII of rule 18(1) under chapter 7 of Rights of Persons with Disabilities Rules, 2017 dated 15.06.2017. Refer Form V, VI & VII (as the case may be) for the revised formats as per Ministry of Social Justice & Empowerment Gazette notification dated 15.06.2017. The existing certificates of disability issued under the Persons with Disabilities Act 1995 (since repealed) shall continue to be valid for the period specified therein.

No Application Fee is payable by them. All other relaxations/concessions will be as per the Government of India orders. PLEASE NOTE, PwBD CANDIDATES SHOULD MENTION IN APPLICATIONS, THEIR CASTE/COMMUNITY LIKE SC/ST/OBC/GEN/EWS and also produce Certificate of the concerned Caste/Community, as this is a horizontal reservation. Candidates with benchmark physical disability only would be considered as Persons with Disabilities (PwD) and entitled to reservation for Persons with Disabilities. A candidate under the category (PwBD) will be considered to be eligible for appointment only if he/she (after such physical examination as the appointing authority may prescribe) is found to satisfy the requirements of physical and medical standards for the applied posts.

d) Age relaxation for Ex-Servicemen (ESM) candidates:

Upper age limit is relaxable by 03 years for ESM candidates, after deduction of the military service rendered from the actual age as on the last date of application.

Only those candidates shall be treated as Ex-Servicemen who fulfil the definition and criteria as laid down in Ministry of Personnel, Public Grievances and Pensions, Government of India Gazette Notification No. G.S.R 116 (E) issued vide No. 36034/1/2019-Estt (Res) dated 13.02.2020, as amended from time to time.

e) Any other Age relaxation shall be applicable as per extant GoI/ CSIR Recruitment Rules and all the Age relaxations indicated above are not exhaustive. For detailed information on age relaxations, please refer to the orders of the Government of India/CSIR amended from time to time.

f) Candidates belonging to **SC/ST/EWS/OBC/PwBD/ESM** may kindly note that their candidature will **remain provisional** till the Certificate of their falling under SC/ST/EWS/OBC/PwBD/ESM is verified/confirmed by the Appointing Authority from the Certificate issuing Authority and appointments to the reserved posts will be provisional and subject to the verification of caste certificates through proper channels. If the verification reveals that the claim of the candidate belongs to the SC/ST/OBC/EWS/PwBD/ESM is false OR it reveals that the claim of the candidate belongs to the creamy layer is false, his/her services will be terminated 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 a false certificate.

4. Selection Procedure:

The candidates fulfilling all necessary eligibility criteria as recommended by the Screening Committee duly constituted by the Director, CSIR-NPL, will be invited for written examination.

The Final merit list will be prepared on the basis of marks obtained by the candidates in this paper.

Competitive Written Examination for the post of Multi-Tasking Staff will consist of only one paper, with four (04) subjects as detailed below:

Mode of Examination	OMR-Based Objective Type Multiple Choice Examination.
Medium of Questions	The questions will be set both in English and Hindi except the questions on the English Language.
Standard of the exam	Class 10
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

b) <u>Preparation of Merit List:</u>

The final merit list will be prepared on the basis of the performance of the candidates in the competitive written examination.

Note: The minimum threshold marks (Cut off Marks) for Written Examination, decided by the Selection Committee for each category of posts as advertised will be notified in the website of CSIR- NPL for information of all concerned before the written examination.

Methodology for Resolution of Tie Cases for the post of MTS:

In the event of tie in scores where two or more candidates secure equal aggregate marks in the written examination, merit will be decided by applying the following criteria, as notified by CSIR vide its Circular Letter No. 5-1(211)/2014-PD dated 30.05.2023, in the order of precedence given below, till tie is resolved:

Order of Preference	
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.

5. HOW TO APPLY:

a. The prescribed application form should be downloaded from the NPL website **www.nplindia.in** Completed application(s) in all respect, supported by self-attested copies of the certificates, mark-sheets, testimonials in support of age, educational qualifications, experience and caste certificate, if applicable along with recent passport size self-signed photograph affixed together with endorsement given in the application format from employer in case of candidates engaged in permanent position in Central/State/PSU/Autonomous organizations etc. together with an application fee (if applicable) of **Rs. 500/- (Rupees five hundred only)** in the form of crossed **Demand Draft/Pay Order drawn on any nationalized bank valid for at least 3 months in favour of "Director, National Physical Laboratory" payable at New Delhi is to be sent in an envelope superscribing** "APPLICATION FOR THE POST OF **MTS**" **by Post to the** "**Senior Controller of Administration, CSIR- National Physical Laboratory, Dr. K.S. Krishnan Marg, New Delhi-110012"**, to reach on or before **23.12.2026**.

b. The following details must be filled out on the back side of the Demand Draft: **(i) Candidate's Name, (ii) Post Code Applied for**. **Candidates belonging to the SC/ST/PwBD/Women/Abroad/Transgender categories are exempted from the application fee.**

c. In case of universities/institutes awarding CGPA/SGPA/OGPA grades, etc., candidates are requested to convert the same into percentage based on the formula as per their university/institute.

d. **The last date of receipt of the application form in the Laboratory is 23.12.2026.**

e. This date will be the same for the candidates belonging to far-flung areas.

f. Application once submitted will not be allowed to be withdrawn, and fees once paid will not be refunded on any count, nor can they be held in reserve for any other recruitment or selection process.

g. Applications from employees of Government Departments will be considered only if duly forwarded /endorsed/certified by the employer that the applicant, if selected, will be relieved within one month of the receipt of the appointment orders. Vigilance clearance should also be recorded. However, an **"ADVANCE COPY"** of the application may be submitted before the closing date. Applications routed through the proper channel should reach CSIR-National Physical Laboratory at the earliest.

h. Candidates should specifically note that the applications received after the closing date for any reason whatsoever (such as envelopes wrongly addressed, delivered elsewhere, postal delay, etc.) will not be entertained by CSIR-National Physical Laboratory.

i. Incomplete applications (i.e., without photograph, application fee, applicable testimonials, and unsigned applications, etc.) will not be entertained and will be summarily rejected.

j. **IN CASE OF ANY DISCREPANCY OR DIFFERENCE BETWEEN THE HINDI AND ENGLISH ADVERTISEMENTS, THE ENGLISH ADVERTISEMENT SHALL BE TREATED AS FINAL.**

6. <u>THE FOLLOWING DOCUMENTS MUST BE ATTACHED ALONG WITH THE APPLICATION FORM SENT BY POST:</u>

a. **Demand Draft of Rs. 500/- (Five Hundred Rupees only)** as application fee wherever applicable in favour of the **Director, National Physical Laboratory**, payable at New Delhi. **Personal details (i.e., name & post) should be mentioned on the back of the Demand Draft.**

b. Recent passport-size color photograph pasted on the application form (Part I) and signed across in full.

c. **Recent passport-size colour photograph pasted on Part II of the application form. Not to be signed across the photograph.**

d. Self-Attested photocopy of the Date of Birth certificate.

e. Self-Attested photocopy of educational certificate (s) and/or mark sheet(s) supporting the essential qualification and any higher qualifications.

f. Self-Attested photocopy of caste certificate (SC/ST/OBC), if applicable.

g. Self-Attested photocopies of experience certificates, if any.

h. Self-Attested photocopy of certificate EWS / PwBD / Women seeking relaxation / Ex-Serviceman / Transgender, if applicable.

i. Self-Attested photocopy of other relevant documents, if any.

In case of any discrepancy found on any point of instruction and subject matter in the English and Hindi versions of the detailed Recruitment Advertisement, the English version will prevail.

Sd/-
SENIOR CONTROLLER OF ADMINISTRATION

LIST OF FORMATS FOR CERTIFICATES

Proforma	Particulars of the Proforma
PROFORMA-I	Form of Certificate to be produced by OTHER BACKWARD CLASSES (OBC) applying for appointment to posts under the Government of India.
PROFORMA-I-A	Form of Declaration to be submitted by OBC CANDIDATES (in addition to the community certificate).
PROFORMA-II	Form of Certificate to be produced by SCHEDULED CASTES and SCHEDULED TRIBES candidates applying for appointment to posts under the Government of India.
PROFORMA-III	Income & Asset Certificate to be produced by ECONOMICALLY WEAKER SECTION (EWS) candidate
PROFORMA-IV	Disability Certificate (In cases of amputation or complete permanent paralysis of limbs and in cases of blindness)
PROFORMA-V	Disability Certificate (In cases of multiple disabilities)
PROFORMA-VI	Disability Certificate (In cases other than those mentioned in FORM V and VI)
PROFORMA-VII	Format of 'NO OBJECTION CERTIFICATE' from the employer of a candidate currently working as a regular employee in CSIR/ Government Organisations /Autonomous Bodies /Statutory Bodies/ Universities/ Public Sector Undertakings etc.
PROFORMA-VIII	Form of Certificate to be produced by Departmental candidates for claiming age concession.

PROFORMA-I

FORMAT 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_____ of village/town _____ in District/Division _____ in the_____ State/Union Territory _____ belongs to the _____ Community which is recognized as a backward class under the Government of India, Ministry of Social Justice and Empowerment's Resolution No._____dated_____*.

Shri/Smt./Kumari_____ and/or his/her 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 OM No. 36012/22/93-Estt. (SCT,) dated 08.09.1993, 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**.

Date _____ **District Magistrate/Deputy Commissioner etc.**

Seal of Office –

---

*- The Authority issuing the Certificate may have to mention the details of Resolution of Government of India, in which the Caste of candidate is mentioned as OBC.

**- As amended from time to time

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 competent to issue Caste Certificates are indicated below:-

i. District Magistrate / Additional District Magistrate/ Collector/ Deputy Commissioner / Additional Deputy Commission/ Dy. Collector / 1st Class Stipendiary Magistrate / Sub-Divisional Magistrate / Extra-Assistant Commissioner/ Taluka Magistrate / Executive Magistrate.
ii. Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate.
iii. Revenue Officer not below the rank of Tehsildar: and
iv. Sub-Divisional Officers of the area where the Candidate and or his family normally resides.

PROFORMA-I-A

FORM OF DECLARATION TO BE SUBMITTED BY THE OBC 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/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, O.M. No. 36033/3/2004-Estt. (Res.) dated 14th October, 2008, OM No.36033/1/2013-Estt. (Res.), dated: 27th May, 2013 and OM No. 36033/1/2013-Estt. (Res.), dated: 13th Nov, 2017 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.

Signature :

Full Name: _____

Address: _____

_____

_____

Place: _____

Date: _____

PROFORMA-II

FORM OF CERTIFICATE TO BE PRODUCED BY SCHEDULED CASTES AND SCHEDULED TRIBES CANDIDATES APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA

1. This is to certify that Shri/Smt/Kumari* _____ Son/Daughter* of _____ Village/Town* _____ District/Division* _____ of the _____ State/Union Territory* belongs to the _____ Caste/Tribe* which is recognised 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) (Part C States) Order, 1951
@ The Constitution (Scheduled Tribes) (Union Territories) (Part C States) Order, 1951

[As amended by the Scheduled Castes and Scheduled Tribes List (Modification Order, 1956; the Bombay Reorganisation Act, 1960, the Punjab Reorganisation Act, 1966, the State of Himachal Pradesh Act, 1970, the North Eastern Areas (Reorganisation) Act, 1971 and the Scheduled Castes and Scheduled Tribes Orders (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 Orders, 1956.
@ The Constitution (Andaman and Nicobar Islands)* Scheduled Tribes Order, 1959, as amended by the Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 1976
@ The Constitution (Dadra and Nagar Haveli)* Scheduled Castes Order, 1962.
@ The Constitution (Dadra 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) Orders (Amendment) Act,1990.
@ The Constitution (ST) Orders (Amendment) Ordinance Act, 1991.
@ The Constitution (ST) Orders (Amendment) Ordinance Act, 1996.
@ The Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 2002
@ The Constitution (Scheduled Castes) Orders (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 Castes) Order (Amendment) Act, 2007

% 2. Applicable in the case of Scheduled Castes/Scheduled Tribes persons who have migrated from one State/Union Territory Administration.

This certificate is issued on the basis of the Scheduled Castes/Scheduled Tribes Certificate issued to Shri/Shrimati* _____ father / mother* of Shri/Shrimati/Kumari _____ of Village/Town* _____ in District/Division* _____ of the State/Union Territory*_____ who belongs 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 reside(s) in Village/Town* _____ of _____ District/Division* of the State/Union Territory* of _____ .

Place: _____ Signature _____

Date: _____ **Designation _____

(With seal of office)

State/Union Territory_____

---

*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 People Act, 1950

**** List of authorities empowered to issue Scheduled Caste/Scheduled Tribe Certificates :**

1. District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Deputy Collector/1st Class Stipendary Magistrate/Sub Divisional Magistrate/Taluka Magistrate/Executive Magistrate/Extra Assistant Commissioner.(not below the rank of 1st Class Stipendary Magistrate)
2. Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.
3. Revenue Officer not below the rank of Tehsildar.
4. Sub-Divisional Officer of the area where the candidate and/or his family normally resides.
5. Administrator / Secretary to Administrator/Development Officer (Lakshadweep Islands).

Note: ST candidates belonging to Tamil Nadu State should submit caste certificate ONLY FROM THE REVENUE DIVISIONAL OFFICER.

PROFORMA-III

GOVERNMENT OF .....
(NAME & ADDRESS OF THE AUTHORITY ISSUING THE CERTIFICATE)

INCOME & ASSET 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_____ District _____ in the State/Union 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 lakh (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 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).

Recent Passport size attested photograph of the applicant

Signature with seal of Office _____
Name _____
Designation _____

---

*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.

PROFORMA-IV

FORM-V

Certificate of Disability

(In cases of amputation or complete permanent paralysis of limbs or dwarfism and in cases of blindness)

(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 _____ Post Office _____District _____State _____Whose photograph is affixed above, and am satisfied that:

(A) He/she is a case of:

- Locomotor Disability
- Dwarfis
- Blindness

(Please tick as applicable)

(B) The diagnosis in his/her case is_____

(1) He/She has _____% (in figure)_____ percent (in words) permanent locomotor disability/dwarfism/blindness in relation to his/ her_____ (part of body) as per guidelines (_____number and date of issue of the guidelines to be specified).

(2) The applicant has submitted the following document as proof of residence:

Nature of Document	**Date of Issue**	**Details of authority issuing certificate**

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

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

PROFORMA-V

FORM-VI

Certificate of Disability

(In cases of multiple disabilities)

(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: _____

1. This is to certify that we 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_____ Post Office _____ District _____ State _____ whose photograph is affixed above, and are 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 shown against the relevant disability in the table below:

S. 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:- ._____percent

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

1. 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
   £ e.g. Left/Right/both ears

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

Nature of Document	**Date of Issue**	**Details of authority issuing certificate**

3. 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 certificate is issued.

PROFORMA-VI

FORM-VII

Certificate of Disability

(IN CASES OTHER THAN THOSE MENTIONED IN FORMS V AND VI)

(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: _____

1. This is to certify that we 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) and is shown against the relevant disability in the table below:

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

(Please strike out the disabilities which are not applicable.)

2. The above 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

(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 certificate is issued by a medical authority who is not a government servant (with seal))

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

Note:
The principal rules were published in the Gazette of India by Ministry of Social Justice and Empowerment vide notification number 489, dated 15.06.2017.

PROFORMA-VII

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:** [DD/MM/YYYY]

No Objection Certificate for Applying to Advertisement No. [Advertisement Number]

This is to certify that Dr./Mr./Ms. [Full Name of Employee], [Designation], is a permanent/regular employee of this department/organization and has been serving in the capacity of [Current Position] since [Joining Date].

This department/organization has no objection to his/her applying for the position advertised vide Advt. No. [Advertisement Number] dated [Advertisement Date] for the position of [Post Code/Position]. This department/organization has no objection to Dr./Mr./Ms. [Employee's Name] participating in the selection process or being considered for the aforementioned employment in the new position.

It is also certified that Dr./Mr./Ms. [Full Name of Employee] is not currently undergoing any penalties under the applicable conduct rules and Dr./Mr./Ms. [Full Name of Employee] 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.

In case of his/her selection, he/she will be relieved in one month. 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]

PROFORMA-VIII

THE FORM OF CERTIFICATE TO BE PRODUCED BY DEPARTMENTAL CANDIDATES EMPLOYEES FOR CLAIMING AGE CONCESSION

(Letter Head of the Institution/Issuing Authority)

No. ..... **Date: [DD/MM/YYYY]**

CERTIFICATE FOR CLAIMING AGE CONCESSION FOR APPLYING AGAINST ADVERTISEMENT NUMBER

This is to certify that Dr./Mr./Ms _____ S/o/D/o/W/o Shri _____ is a regularly appointed employee of _____(Name of the Institute) and duties performed by him/her during the period(s) are as under:

(i) .....
(ii) .....
(iii) .....

Certified that:

*(a) Dr./Mr./Ms. .....holds substantively a permanent post of .....in the..... (Name of the Institute) with effect from .....to .....

OR

*(b) Dr./Mr./Ms..... has been continuously in temporary service on a regular basis in the post of ..... at ..... (Name of the Institute) with effect from ..... to .....

** Strike out which is not applicable.*

Place: .....

For [Name of the Institute],

[Signature of Issuing Authority]
[Name of Issuing Authority]
[Designation of Issuing Authority]
[Official Seal/Stamp]

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