



NATIONAL CENTRE FOR SUSTAINABLE COASTAL MANAGEMENT

Ministry of Environment, Forest & Climate Change, Government of India

Anna University Campus, Chennai 600 025, India

Phone : (+91) 44 2220 0600, Fax : (+91) 44 2220 0700

www.ncscm.res.in

Email : careers@ncscm.res.in



Advt. No: HR01/2023

Dated: 21/08/2023

Advertisement for the Selection of Project Staff

National Centre for Sustainable Coastal Management (NCSCM) is a research organization of the Ministry of Environment, Forest and Climate Change, Government of India. The Organization is looking for Project Staff for one of the project on **project mode**, to work at the Head office in Chennai (Tamil Nadu) and in New Delhi). Last date for online submission of application (for all post) is **05/09/2023 (Tuesday)**.

| S. No | Post Code | Post Name | No. of Post | Remuneration (Rs./Month) | Max. Age Limit | Categories of disabled suitable for the post | Qualification / Experience | Nature of Work |
|---------------------------|-----------|------------------------|-------------|--------------------------|----------------|--|---|---|
| Work Location : New Delhi | | | | | | | | |
| 1 | 230101 | Technical Engineer III | 1 [UR] | 45000 + HRA | 50 | OA, OL, HH | Essential: Graduate degree in Engineering / Technology or equivalent with minimum 7 years' experience relevant to the nature of work. (or) Graduate degree with minimum 8 years' experience relevant to the nature of work Desirable: Post Graduate degree in the relevant subject | <ul style="list-style-type: none">• Design and development of website.• Design and development of Web Application development• Knowledge in programming (PHP /Java & Advanced Java framework / Python)• Good working knowledge of jQuery, JavaScript, HTML, CSS• Development of website and other related web applications• This role is for a design and focused Project Coordinator who will work on website |



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|-------------------------|--------|-----------------------|--------|-------------|----|------------|--|---|--|
| | | | | | | | | | design and development projects |
| | | | | | | | | | <ul style="list-style-type: none"> Strong in UI / UX design requirements, and is able to make minor content changes as required |
| Work Location : Chennai | | | | | | | | | |
| 2 | 230102 | Technical Engineer II | 1 [UR] | 35000 + HRA | 45 | OA, OL, HH | <p>Essential: B.E/B.Tech or equivalent with minimum 5 years' experience relevant to the nature of work. (or) Graduate degree or equivalent with minimum 6 years' experience relevant to the nature of work.</p> <p>Desirable: Post Graduate degree in the relevant subject</p> | <ul style="list-style-type: none"> Design and development of website Design and development of Web Application development Design and development of Web Map Application using any Open source GIS/ ArcGIS server. Database Administration and Maintenance (Oracle / PostgreSQL / MySQL). Working knowledge on e-commerce websites and CMS websites, WordPress websites Knowledge in programming (PHP /Java & Advanced Java framework / Python). Good working knowledge of jQuery, JavaScript, HTML, CSS. | |



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|--|--|--|--|--|--|--|--|---|
| | | | | | | | | <ul style="list-style-type: none">• Development of website and other related web applications• Maintenance of existing website / web application for future updates• Understanding codes, version updates, bug fixing, troubleshooting, security updates.• Website Performance optimization• Update with the latest technology changes in development |
|--|--|--|--|--|--|--|--|---|

Interested and eligible candidate shall apply for the above positions in the National Centre for Sustainable Coastal Management (NCSCM), subject to the Terms and Conditions given below.

Terms and Conditions:

1. All project staff posts are meant for various externally funded/ sponsored/ Network/ other projects undertaken by NCSCM on a time bound manner. These posts are **co-terminus** with the respective project.
2. The appointment of project staff shall initially be for a duration of one year from the date of appointment or project period whichever is earlier. It may further be extended or curtailed depending on the duration of the individual project, availability of fund in the project, satisfactory performance/ conduct of the project staff.
3. All posts of project staffs are **purely temporary and on project mode**. Appointment of a candidate in any of the above posts does not confer any right/claim whatsoever, either explicitly or implicitly on the appointee, for any regular/ permanent/ temporary/ contract appointment in NCSCM or in any organization of the Government of India, against any post or otherwise under any legal conditions or precedent.



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4. The place of posting will normally be at the location specified against the post advertised. However, NCSCM reserves the right to post/ transfer the project staff, even after appointment, at any other location in India, based on the requirement. The positions may involve field activities anywhere in India, based on the requirement of the project.
5. Candidate needs to submit his/her application online in the website <https://ncscm.res.in/career/> on or before the last date of online submission of application. No other mode of application shall be considered. Do not apply via mobile browser.
6. Applications without academic certificates and experience certificates in the relevant field applied for and applications without photograph and signature will be summarily rejected.
7. Application is open **only** for Indian Nationals.
8. Date of advertisement shall be the crucial date for age and experience computation.
9. All positions are also open for person without physical disability. Candidates under reserved category are open to apply for posts which are marked as “UR”, however no relaxation shall be provided to such candidate in the corresponding post. All other posts are restricted for candidates belonging to that particular category with the applicable relaxations.
10. The email used for registration, while submitting the online application, shall be the normal mode of communication. Hence, candidate is advised to use a valid email id, regularly check the email and keep it active at least until the completion of the current recruitment process. Request to change the communication details will not be entertained and responded.
11. Candidate should be careful in filling up the online application. The online application software has provision for temporary saving, which does not amount to application submission. Candidate is advised to check the data before proceeding to click the “**Final Submit**” button in the online application software, after which no change could be made. Request to add/delete/change/alter, any data already submitted, will not be entertained. Related communication, if any, will not be responded
12. Candidate should personally ensure for having fulfilled the eligibility criteria before applying. At any stage, if any candidate is found to have not fulfilled the eligibility criteria, as stated in this advertisement or elsewhere, then his/her candidature shall summarily be rejected. It is to



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note that the eligibility of the candidate will be decided based on the documents available as part of the online application. No further documents, in support of candidature, shall be considered for the purpose of eligibility.

13. The candidate is required to upload scanned copies of the self-attested documents in proof of their claim at the time of online application. The uploaded documents should be clear and visible; otherwise the application will be rejected. Immediately after application, candidate need **NOT** send the hardcopy of the application to NCSCM. The candidate is required to upload the below documents, whichever is applicable, while submitting the application.
 - Photograph
 - SSLC/ 10th or equivalent mark sheet
 - 12th or equivalent mark sheet
 - Diploma certificate
 - Bachelor's Degree/ Provisional certificate
 - Master's Degree/ Provisional certificate
 - Doctorate Degree/ Provisional certificate
 - Experience/Service certificate(s) in support of work or research experience.
 - Community certificate
 - Document in support of physical disability
 - Any other document which is in support of the application.
14. For Bachelor's/ Master's/ Doctorate degree, either a degree or a provisional certificate will only be considered as eligible document for award of the degree. Mark sheets/ course completion certificate/ thesis submitted proof/ viva-voce completed proof, will not be considered.
15. If a candidate fails to upload the certificate to prove the essential qualification for a particular post, then his/her candidature will not be considered for the specific post, even if he/she had uploaded a certificate to prove a higher qualification.



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16. Experience of a candidate will be counted based on the valid experience/ service certificate submitted. Candidate can upload either one or two documents to prove the starting and ending date of service, in support of a particular experience. If only one date is available, then that experience will not be considered.
17. After getting shortlisted for a particular post, at the time of certificate verification, the candidate shall submit a hard copy of the application along with copy of all the documents, which were uploaded as part of the application. The candidate shall also produce the original documents for verification. If the candidate fails to produce the original of any document, which was uploaded as part of the application, for the purpose of verification, then his/her candidature shall summarily be rejected. No new document, in support of the eligibility criteria shall be considered. It is to be noted that attested copies of the documents will **NOT** be treated as equivalent to original documents. Verification of the documents may be carried out by NCSCM, before the written test/ skill test/ personnel interview, as the case may be and at the time of joining NCSCM, if selected.
18. HRA refers to House Rent Allowance applicable in the respective work location, as per the norms of NCSCM from time to time.
19. Number of years of experience will be counted after the year of award of the qualifying degree, as on the crucial date and it shall mean the number of years' experience **directly relevant** to the specific post.
20. Higher educational qualification/ specialisation/ experience in relevant areas, academic distinction, awards, etc., shall be **desirable** for all posts.
21. Posts for which Post Graduate Degree is considered as the essential qualification, awarded Ph.D in **relevant subject** shall be considered equivalent to three years of experience; and awarded M.Phil in **relevant subject** shall be considered equivalent to one year of experience.
22. Posts for which B.E/ B.Tech is considered as the essential qualification, awarded M.E/ M.Tech in **relevant subject** shall be considered equivalent to two years of experience.
23. Candidates possessing M.E/ M.Tech after obtaining Post Graduate degree in Science are considered equivalent to candidates possessing M.E/ M.Tech after obtaining B.E/ B.Tech, and are eligible to apply for positions which requires B.E/ B.Tech qualification.
24. Photograph Image:
 - Photograph must be a recent passport style colour picture.



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- Make sure that the picture is in colour, taken against a light-coloured, preferably white, background.
- Look straight at the camera with a relaxed face.
- Dimensions 3.5 x 4.5 cm (WxH) or 252 x 324 pixels with 100 dpi resolution (.JPG or .JPEG format).
- Size of file should be between 30 and 150kb.
- Ensure that the size of the scanned image is not more than 50kb. If the size of the file is more than 50kb, then adjust the settings of the scanner such as the DPI resolution, no. of colours etc. during the process of scanning.

25. Signature Image:

- The applicant has to sign on white paper with Blue/Black Ink pen.
- The signature must be signed only by the applicant and not by any other person.
- Dimensions 3.2 x 0.8 cms or 320 x 80 pixels (.JPG or .JPEG format).
- Size of file should be between 30 and 150kb.

26. First stage of the selection process is screening of all online applications. Only the eligible applications, as per the advertisement, will be considered for further processing. If the number of eligible applications per post is more, then NCSCM may restrict the number of candidates to be called for certificate verification/ personal interview, as the case may be, at the rate of 10 applications per post on the basis of total weightage marks obtained in the educational qualification and experience, as detailed below.

- If Ph.D/ M.Phil/ Post Graduate degree is counted against research experience, then the degree(s) will not be considered for computation of total weightage marks.
- While computing total weightage marks, if the additional work experience and additional qualification have an intervening period, then weightage marks will be provided only to the additional work experience, for the period concerned.
- While computing total weightage marks, either in additional work experience or additional qualification, if more than one criteria matches for the candidate, then the maximum mark amongst them will be considered.
- Total weightage marks = Marks scored for additional work experience + Marks scored for additional qualification



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- v. **Weightage marks for all other posts, which are having essential educational qualification as Graduate degree in any discipline (including Engineering/ Technology)**

| S. No | Details | Total years of relevant experience over and above the essential work experience | Marks |
|-------|--|---|-------|
| 1 | Additional Work Experience (after completion of essential educational qualification) | 0 to 2 year | 0 |
| | | 2.1 to 4 years | 1 |
| | | 4.1 to 6 years | 2 |
| | | 6.1 to 8 years | 3 |
| | | 8.1 to 10 years | 4 |
| | | Above 10 years | 5 |

| S. No | Details | Total years of relevant experience over and above the essential work experience | Marks |
|-------|--|---|-------|
| 2 | Additional qualification (after completion of essential educational qualification) | Possessing Post Graduate degree in Engineering/ Technology | 1 |
| | | Experience in research institute | 2 |
| | | Experience in government organisation | 3 |
| | | Possessing any 2 of the above | 4 |
| | | Possessing all of the above | 5 |

27. While restricting 10 applications per post, if it is found that the total weightage marks of the 10th eligible candidate had been scored by more than one candidate, then all such candidates will be considered for further processing.
28. While restricting 10 applications per post, any candidate who is a person with disability (PwD) and his/her total weightage marks has been among the top 15th eligible applications, then such PwD candidate will also be considered for further processing, along with the 10 eligible candidates.



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29. Second stage of the selection process is certificate verification, the eligible candidates (whose applications were screened by NCSCM and restricted as per the maximum number candidates permissible for each post) need to undergo certificate verification. Only the candidates who have successfully cleared the certificate verification will be considered for further processing.
30. Final stage of the selection process is personal interview. Candidates who have successfully cleared the certificate verification process need to attend a personal interview.
31. Schedule and venue for the certificate verification and personal interview, which will be intimated later. Any request by the candidate or his/her representative, to change of date/session/ centre/ venue/ mode, will not be entertained.
32. No TA / DA will be paid for attending the certificate verification, personal interview and/or for joining duty after selection. Candidates shall have to make their own arrangement for their travel & stay for attending interview and during working with NCSCM, if shortlisted. All official travels after joining NCSCM shall be governed by the rules prevailing in NCSCM
33. Mere possession of the qualifying criteria does not entitle the candidate, for selection to the post applied for.
34. NCSCM reserves the right to increase/ decrease the number of posts advertised, cancel the advertisement either in full/ part, change the schedule/ venue/ mode for selection, at any point of time.
35. It may be noted that if, at any stage, it is discovered that an attempt has been made by the applicant to wilfully conceal or misrepresent the facts, his/her candidature will be summarily rejected or his/her employment terminated.
36. Candidature of those candidates found attempting to canvass for any position or indulging in any undesirable/ illegal/ corrupt practices any time during the selection process will be summarily rejected.
37. Decision of the Director NCSCM is final

-sd-
Director