

NATIONAL DOPE TESTING LABORATORY

(Ministry of Youth Affairs & Sports)

J N Stadium Complex

Lodhi Road, New Delhi – 110 003

F. No. 205/NDTL/ ADMN/2016-17

Dated, 19/12/2016

C I R C U L A R

National Dope Testing Laboratory (NDTL), an Autonomous Body under the aegis of Ministry of Youth Affairs and Sports (Department of Sports), GOI, J N Stadium Complex, Lodhi Road, New Delhi – 110 003 invites applications from suitable candidates to fill up **One Post of Dy. Scientific Director & Quality Manager** in PB – 3 : Rs. 15600 – 39100 + GP : 7600 on deputation/transfer failing which by Direct Recruitment. Candidates willing for Direct Recruitment may also apply. **The last date of receipt of application will be one month from the date of publication in Employment News.**

2. The details of the eligibility criteria for the post have been indicated in Annexure-I.
3. Only such applications which are accompanied by the requisite personal data in the Bio-data proforma given in Annexure-II, will be considered.

Administrative Officer
National Dope Testing Laboratory (NDTL)
Ministry of Youth Affairs & Sports
Jawaharlal Nehru Stadium Complex, East Gate,
Near MTNL Building, Lodhi Road, New Delhi – 110 003

5. In case of Govt. Servants (including Autonomous Bodies, CPSUs and State PSUs), application must be accompanied with Photocopies of ACRs/APARs of last 5 years duly attested by Group 'A' Officer or equivalent of their parent organization, Vigilance Clearance, Integrity Certificate and Major/Minor Penalty Statement for the past 10 years, failing which application will be summarily rejected.

(R R Bharati)
Dy. Director, NDTL & In-charge,
Administrative Officer, NDTL

To

1. All Ministries/Departments of the Govt. of India/State Governments (with the request to circulate it among their eligible officers and to all Autonomous organizations under them).
2. Office of the Secretary, Department of Personnel & Training, North Block, New Delhi.
3. Office of the Controller General of Defence Accounts, West Block No.5, R. K. Puram, New Delhi.
4. Office of the Comptroller & Auditor General of India, Bahadur Shah Zafar Marg, New Delhi.
5. Office of the Controller General of Accounts, Ministry of Finance, Department of Expenditure, Lok Nayak Bhawan, 7th Floor, New Delhi.
6. The Secretary, UPSC, Shahjahan Road, New Delhi.

Copy for information to:

1. Shri Vinod Kumar, Under Secretary (SP-V), Ministry of Youth Affairs & Sports, Shastri Bhawan, New Delhi

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National Dope Testing Laboratory (NDTL), an Autonomous Body under the aegis of Ministry of Youth Affairs and Sports (Department of Sports), GOI, J N Stadium Complex, Lodhi Road, New Delhi – 110 003 invites applications from suitable candidates to fill up **One Post of Dy. Scientific Director & Quality Manager** in PB – 3 : Rs. 15600 – 39100 + GP : 7600 on deputation/transfer failing which by Direct Recruitment. Candidates willing for Direct Recruitment may also apply.

2. Further details of eligibility criteria, age, etc., are available on the website of the Ministry of Youth Affairs and Sports and the NDTL, i.e., www.yas.nic.in and www.ndtlindia.com.

(R R Bharati)
Dy. Director, NDTL & In-charge,
Administrative Officer, NDTL

Annexure – I

NATIONAL DOPE TESTING LABORATORY

(Autonomous Body under the Ministry of Youth Affairs and Sports), GOI
East Gate, Jawaharlal Nehru Stadium, Near MTNL Building, Lodhi
Road, New Delhi – 110 003

The National Dope Testing Laboratory (NDTL), an apex Organization in Dope Testing in Sports events invites applications from Indian Nationals fulfilling the following prescribed qualifications, experience & age limits for the posts indicated below:

Sl. No	Name of posts(s) & Pay Band, Pay Scale, + Grade Pay	No. of vacancies & category, Method of recruitment	Qualifications & Experience	Upper age limit
1.	Dy. Scientific Director & Quality Manager PB – 3 : Rs. 15600 – 39100 + GP : 7600	01 (One) (Unreserved) Deputation/ Transfer failing which by Direct Recruitment. Period of probation – 01 (One) year Selection post.	Essential- PhD (1 st Class MSc) in Biochemistry/Pharmacology /Analytical Chemistry/Life Sciences. Minimum 12 years Research experience with the analysis of Biological Material for substance used in Doping Or 1 st Class MSc with 15 years experience in Choromatographic techniques and Analytical Biological material for substance used in Doping. Desirable i) Certificate of Internal Audit from NABL . ii) Knowledge of Quality Management System as per ISO : IEC : 17025 : 2005. iii) Appropriate training or experience in Forensic applications of Doping Control. iv) Publications in the field of Choromatographic Techniques.	45 years

NATIONAL DOPE TESTING LABORATORY

Ministry of Youth Affairs & Sports, GOI
JN Stadium Complex, East Gate No. 10
Near MTNL Bldg, Lodhi Road, New Delhi –3

Application Format
for Dy. Scientific Director & Quality Manager
(PB – 3 : Rs. 15600 – 39100 + GP : 7600)

(Please read carefully the general conditions / instructions enclosed before filling the form)

To be returned:

To,
Administrative Officer
National Dope Testing Laboratory (NDTL)
JN Stadium Complex, Lodhi road,
East Gate No. 10
Lodi Road, Near MTNL Bldg, New Delhi –
110003

Photograph

1.	Name in full (in capital letters) (Underline Surname)			
2.	Father's / Husband's Name			
3.	a. Marital Status		b. Male / Female :	
4.	a. Permanent address		b. Address for correspondence	
	Phone No. (including STD code)		E-mail ID	
5.	a) Post applied for			
	b) Advt. No.			
6.	Date of birth (please attach true copy of certificate)			
7.	Are you a citizen of India by birth or by domicile ?			
8.	Please state your category (OBC/SC/ST/Gen) :			
9.	If you are employed, please state your present basic pay & scale of pay			

10. Details of educational qualifications : Please give particulars of all examinations passed and degrees obtained commencing with the High School Leaving (10th standard / Matriculation) Examination. For Ph.D., please give details, even if it is not complete. Please attach true copies of certificates and mark sheets duly attested.

Sl. No.	School / College / Institute	Date of entry	Date of leaving	Name of the Board / University / Institution	Examination / Degree / Diploma passed	Distinction / Class / Division	Subjects (Please mention field of specialization, honours, etc, where applicable)	Percentage of marks or Grade.	Date of passing

11. Details of employments: Please give particulars of your present and past employments in chronological order, starting with the present one :

Sl. No.	Organisation / Institute	Position held	Nature of duties / work	Date of joining	Date of leaving	Last Pay & Scale of pay	Additional remarks about experience, if any.*

* Please specify, if the position is : (i) Pre-Ph.D, (ii) Post-Ph.D, or (iii) Concurrently with Ph.D

12.	Research & Development, Training, Project, Publication etc. :					
(a) Please attach a list of your Research & Development / Training experience						
(b) Areas of specialization						
(c) Title of your Ph. D. Thesis						
(d) Please describe briefly on a separate sheet your Ph.D. work. Also detail the areas of interest with work done in each case (if any).						
(e) Please state, no. of Publications (Published/Accepted) in the format below :						
In Journals (referred)			In Conferences			
		Referred		Un-referred		
National	International	National	International	National	International	
(For each of the above items, please give full details in separate sheets)						

13.	Please list most recent / important research publications in the format below :			
Name of the journal	Month & year of publication	Title of the research paper	Single or with Co-author(s)	

14.	Did you previously apply for any post in this Institute ? If so, give particulars and approximate date :	
15.	Additional Remarks : (Applicants may mention here any special qualifications or experience, e.g. in organisations which have not been included under the heads given above)	
16.	Details of enclosures sent with the application	

I hereby declare that I have carefully read and understood the instructions and particulars supplied to me and that all the entries in this form are true to the best of my knowledge and belief.

Date:

Signature of the Candidate

General Conditions/information:-

1. The Qualifications prescribed should have been obtained from recognised Universities/Institutions.
2. Candidates should ensure that he/she possesses the required educational qualification/experience in the relevant area i.e., for deputation/transfer or Direct Recruitment, on the last date of receipt of applications.
3. The selected candidates (on deputation) initially will be on deputation for a period of 03 years extendable upto 07 years with the approval of the Competent Authority consequent upon consent of the deputationist and NOC from his/her parent organization and other necessary clearances which may be required in such situation.
4. The selected candidate (on deputation) will be governed by foreign service deputation terms with NDTL and his/her pay and terms and conditions of service shall be governed by Govt. of India, DOPT OM No. 6/8/2009-Estt. (Pay –II) dated 17/06/2010 as amended from time to time.
5. Though, the designation of the post for the purpose of deputation is Scientific Director, the incumbent will concurrently function as ‘Laboratory Director’ for the purpose of World Anti Doping Agency (WADA) requirement. Further, he/she may also be authorized signatory for National Accreditation Board for Testing and Calibration Laboratories (NABL) for certifying purpose in respect of Quality Control of Dope Testing.
6. The period of experience in a discipline/area of work, wherever prescribed, shall be counted after the date of acquiring the minimum educational qualification prescribed for the post.
7. Wherever grades are awarded by Universities/Institutes in CGPA/SGPA/OGPA etc. system, candidates are requested to convert the same into percentage based on the formula adopted by the University/Institute and mention the percentage at the appropriate column in the application form.
8. Candidates working in Government/Semi Govt./Autonomous Organisations/PSUs should apply through proper channel and to reach us on time. (However, if called for interview, the candidate would have to produce a “No Objection Certificate” from the employer”)
9. No TA/DA will be paid to any candidate for appearing in the test/interview.
10. The crucial date for determining age will be the closing date of receipt of the application.
11. Applications incomplete in any respect (i.e. unsigned, without photograph, without required documents/certificates etc.) will e summarily rejected.
12. The prescribed Essential Qualifications are a bare minimum and mere possession of the same will not entitle the candidates to be called for interview where the number of applications received in response to an advertisement is large, it may not be convenient or possible for the NDTL to interview all the applicants. NDTL may therefore, restrict the number of applicants to be called for selection process to a reasonable limit, on the basis of qualifications and experience higher than that of minimum prescribed in the advertisement. The applications, should, therefore, furnish details of all the qualifications & experience possessed in the relevant field over & above the minimum qualifications/experience prescribed along with attested photocopies of mark sheets/ certificates.
13. The decision of the CEO, NDTL in all matters relating to eligibility, acceptance or rejection of applications, mode of selection, conduct of test/interview and whether or not to fill up all or any of posts will be final and binding on the candidates and no enquiry or correspondence in this connection from any individual will be entertained.
14. Canvassing in any form and/or bringing in any influence political or otherwise will be treated as a disqualification for the post.
15. The application should be made in prescribed format provided by NDTL.

**CERTIFICATE TO BE FURNISHED BY THE EMPLOYER/HEAD OF
OFFICE/FORWARDING AUTHORITY**

1. Certified that the particulars furnished by Shri/Smt./Kum.
_____ are correct and he/she possesses essential educational qualifications and experience mentioned in the vacancy circular.

2. Also certified that:
 - i) There is no vigilance case pending or contemplated against him/her.
 - ii) His/her complete CR dossier for the last 5 years duly attested by an officer no below the rank of an Under Secretary to the Government of India are enclosed.
 - iii) His/her integrity is beyond doubt.
 - iv) No Major/Minor penalties have ever been imposed on him/her. v)
List of Minor/Minor penalties imposed on him/her is enclosed.

Signature..... Name
and designation with seal.....
