 <p>CSIR-CSIO</p>	<p>सीएसआईआर-केंद्रीय वैज्ञानिक उपकरण संगठन (वैज्ञानिक एवं औद्योगिक अनुसंधान परिषद) सेक्टर-30-सी, चंडीगढ़-160 030 (भारत) www.csio.res.in</p>	<p>CSIR-CENTRAL SCIENTIFIC INSTRUMENTS ORGANISATION (Council of Scientific & Industrial Research) SECTOR-30-C, CHANDIGARH-160 030 (India) www.csio.res.in</p>
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Advertisement No. 07/2026

Date of advertisement: **05.05.2026**

Last date for receipt of applications: **22.05.2026 (up to 5:00 PM)**


- A.** CSIR-Central Scientific Instruments Organisation (CSIR-CSIO), Chandigarh, a premier Institute under the Council of Scientific & Industrial Research (CSIR), is involved in multidisciplinary R&D programmes of both basic and applied nature across scientific disciplines with emphasis on measurement science and instrumentation technologies. The Organization is devoted to R&D activities in the areas of Agri-Instrumentation, Biomedical Instrumentation, Optical Devices & Systems, Geoscientific Instrumentation, Precision Mechanical Systems, Analytical Techniques, and R&D Support Facilities, Computational Instrumentation, etc., and the Centers of CSIR-CSIO are located at Chennai.
- B.** The Institute is looking for dynamic, result-oriented, and experienced professionals for the following temporary positions initially for a period of six (6) months, which may be extended on a case-to-case basis depending upon the job/specific requirement and performance of the individual:

<u>Sr. No.</u>	<u>Position</u>	<u>No. of Positions</u>	<u>Eligibility criteria</u>	<u>Remuneration</u>
1.	कंसल्टेंट (कैंटीन) Consultant (Canteen)	01 (One)	<ul style="list-style-type: none"> The applicant should have retired from the Central Govt. / State Govt. /Autonomous Bodies at the Pay Level-5. The incumbents those who have superannuated/ retiring upto 30.04.2026 are eligible for applying the said position. Age should not exceed 63 years as on 22.05.2026. 	A fixed monthly amount shall be admissible, arrived at by deducting the basic pension from the pay drawn at the time of retirement. The amount of remuneration so fixed shall remain unchanged for the term of the contract. There will be no annual increment/percentage increase during the contract period.

Job Requirement

The incumbent should be able to handle the following work –

- To maintain coupon sales and keep daily records of the same.
- To maintain a chart for daily sales through coupons as well as on a bill basis.
- To maintain the Stock Register by putting input/output articles in respective columns.

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- To maintain stores for the smooth functioning of CSIR-CSIO Canteen.
- To arrange official meals as per orders received from the party concerned.
- To make arrangements for the procurement of goods required in the canteen for day-to-day use.
- In addition to the above, the incumbent should be able to perform the following tasks:-
 - To make Special arrangements for Breakfast, Lunch, High Tea, and Dinner during seminars and symposiums held in CSIR-CSIO.
 - To attend to foreign guests visiting CSIR-CSIO, Chandigarh, to attend the Training Programme under ITEC/SCAPP thrice in a year, etc.
 - To make special arrangements for functions within the Organisation such as retirement/farewell parties etc.


C. General Information:

1. Only eligible Indian nationals having a proven track record, command, expertise and deep knowledge in the respective area may apply.
2. The positions are initially for a period of Six (06) months, which may be extended for another term depending upon the performance of the candidate.
3. The institute reserves the right to revise/reschedule/cancel, and suspend the recruitment process without assigning any reason. The decision of the Organisation shall be final, and no appeal shall be entertained.
4. Only shortlisted candidates will be called for an interview. The list of shortlisted candidates shall be uploaded to the Organisation's website and conveyed through e-mail provided in the application form to the shortlisted candidates for attending the interview. No written or postal communications shall be sent separately, and no claims of any kind shall be entertained in this regard. However, the candidates are advised to check the CSIR-CSIO website and their emails regularly for any updates.
5. No correspondence or query will be entertained from the candidates regarding the eligibility, status of applications, postal delays, result of interview/selection process and reasons for not being called for interview or selection, etc.
6. No TA/DA shall be paid for attending the interview or joining the assignment.
7. The Competent Authority may relax the experience and age criteria in the case of exceptionally meritorious candidates.

D. TERMS AND CONDITIONS

1. PERIOD OF ENGAGEMENT

The engagement shall be purely on temporary basis and initially for a period of 06 (six) months. The tenure of the short-term contract can be extended depending upon the performance or functional requirement of the Organisation with the approval of the Competent Authority.

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2. SELECTION PROCEDURE

Eligible candidates shall be interviewed by the Selection Committee at CSIR-CSIO, Sector 30-C, Chandigarh. The Selection Committee, after the interview, will select the candidate for empanelment.

3. HOUSE RENT ALLOWANCE

No HRA shall be admissible.

4. TRANSPORT ALLOWANCE

An appropriate and fixed amount as Transport Allowance for the purpose of commuting between the residence and the place of work shall be allowed not exceeding the rate applicable to the appointee at the time of retirement. The amount so fixed shall remain unchanged during the term of appointment. However, retired employees engaged as consultants may be allowed TA/DA on official tour, if any, as per their entitlement at the time of retirement.

5. LEAVE OF ABSENCE

Paid leave of absence may be allowed at the rate of 1.5 days for each completed month of service. Accumulation of leave beyond the calendar year will not be allowed.

6. OFFICE TIME AND WORKING HOURS

Engagement of retired employees would be on a full-time basis. Working hours shall be from 9.00 AM to 5.30 PM during working days, including a half-hour lunch break. They will not be allowed to take any other assignment during the period of contractual engagement. They may be called on Saturday/Sunday/Other gazetted holidays if required.

7. TAX DEDUCTION AT SOURCE

The Income Tax or any other tax liable to be deducted, as per the prevailing rules, will be deducted at source before effecting the payment, for which the office will issue a TDS certificate.

8. CONFIDENTIALITY OF DATA AND DOCUMENTS

The Intellectual Property Rights (IPR) of the data collected, as well as deliverables produced for the office, shall remain with this office. No one shall utilize or publish or disclose or part with, to a third part, any part of the data or statistics or proceedings or information collected for the purpose of this assignment or during the course of the assignment or the office, without the express written consent of the office. They shall be bound to hand over the

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entire set of records of assignment to the office before the expiry of the contract and before the final payment is released by the office.

9. TERMINATION OF SERVICE

The engagement may be terminated at any time by the office without assigning any reason by giving a notice of 15 days. In case he/she desires to leave the assignment, he/she is to give 15 days' notice, which can be curtailed/extended.

10. CONFLICT OF INTEREST

The retired employees engaged by this office shall in no case represent or give opinion or advice to others in any matter which is adverse to the interest of this office.

E. HOW TO APPLY

1. The candidate(s) who fulfil the eligibility criteria may apply in the prescribed application form along with self-attested copies of testimonials/degrees/certificates/PPO, etc., wherever applicable, in support of the averments made in the qualification, experience and other columns in the application form along with latest passport size photograph.
2. The application(s) must be submitted as per the prescribed application format and supplementary format(s) of synopsis and brief of duties format and other information. The applications not in the prescribed format and not accompanied by the synopsis sheet shall be rejected outright.
3. **The synopsis duly filled in shall also be sent (in .pdf format) through e-mail at recruitment.csio@csir.res.in.**
4. An incomplete application or without relevant supporting enclosures (i.e. self-attested copies of degree/certificates/marks sheets/experience certificates,etc, without photographs and signatures) will be rejected outright.
5. Candidates fulfilling the eligibility criteria may submit their applications in the prescribed format along with self-attested copies of the testimonials in an envelope superscribing "APPLICATION FOR THE POST OF CONSULTANT (CANTEEN)" by registered/speed post to the address:-

**The Senior Controller of Administration,
CSIR-Central Scientific Instruments Organisation,
Sector 30 – C,
Chandigarh – 160030**



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The applications are required to be accompanied with self-certified copies of the following documents: -

- a) Copy of retirement notification
- b) Copy of PPO/Employer certificate
- c) Date of Birth Certificate
- d) Certificate(s) in support of Educational Qualification
- e) Area/Job work handled in service during the last 10 years
- f) Copy of Aadhar Card & PAN
- g) Copy of Bank Account Pass Book

NO INTERIM ENQUIRY OR CORRESPONDENCE WILL BE ENTERTAINED.

Any updates shall be displayed only on CSIR-CSIO official website: <https://www.csio.res.in> from time to time.

Senior Controller of Administration
CSIR-CSIO, Chandigarh