


जवाहर लाल नेहरू एल्यूमिनियम अनुसंधान विकास और अभिकल्प केंद्र,  
स्वायत्त निकाय (खान मंत्रालय), भारत सरकार, अमरावती रोड, वाडी, नागपुर -440023 : [www.jnarddc.gov.in](http://www.jnarddc.gov.in)

JNARDDC, Autonomous Body (Ministry of Mines), Gol, Amravati Road, Wadi, Nagpur-440023

**Advertisement with complete terms & conditions : 31<sup>st</sup> JULY 2021**

	<b>Jawaharlal Nehru Aluminium Research Development and Design Centre</b> (An Autonomous Body under Ministry of Mines, Govt. of India.) Opp. Wadi Police Station, Amravati Road, Wadi Nagpur- 440023 <a href="http://www.jnarddc.gov.in">www.jnarddc.gov.in</a>			
<b>भर्तीसूचना / RECRUITMENT NOTICE- JNARDDC</b>				
<b>Advt. No. 02 / 2021 ( Aug-2021)</b>				
<b>JNARDDC, Nagpur</b> a "Centre of Excellence" for research in the field of bauxite, alumina and aluminium invites applications from Indian nationals for the following posts.				
Post	No. of post & reservation status	Pay Matrix Level as per 7 <sup>th</sup> CPC	Upper age limit (as on the date of issue of this advertisement)	Essential Qualification and Experience
Scientific Assistant- II	One - OBC	Level-5 (Rs. 29200-92300)	30 years	B.Sc./Diploma in Engineering /Technology of three years duration or Equivalent; with three years relevant experience
Scientific Assistant- I	One - EWS	Level-4 (Rs. 25500-81100)	25 years	B.Sc./Diploma in Engineering /Technology of three years duration or Equivalent
Junior Assistant	One - OBC One - UR	Level-2 (Rs. 19900-63200)	28 years	Graduate; with typing speed of 40 wpm / Certificate in computers
Applications have to <b>submitted online only</b> . Detailed terms and conditions are available in the Centre's website <a href="http://www.jnarddc.gov.in">www.jnarddc.gov.in</a> under the sub-head Career. <b>Non-refundable</b> application fees is Rs.500/-. (SC/ST/PWD/Ex-Servicemen candidates are exempted from payment of fees). The last date for submission of online applications is <b>24<sup>th</sup> August 2021</b> .				

**N.B. OBC candidates need to apply only once against Jr. Asst. (OBC).**

**TERMS & CONDITIONS for Advt No 02/2021 (Aug-2021)**

- 1) The category and age limit for various posts is specified in the advertisement. However, age relaxation (if any) for Scheduled Caste / Scheduled Tribes / Other Backward Class, Economically Weaker Section, Persons with Disability and Ex-Serviceman will be applicable as per Central Govt Rules.
- 2) No change in category will be allowed after submission of the online form.
- 3) The upper age limit shall be reckoned on the date of issue of this advertisement. Higher age limit is relaxable at the discretion of the Appointing Authority in the event of persons having higher qualifications / experience.

### Mode of selection

- 4) The selection process will consist of two rounds. Round 1 – Skill /Trade Test & Round 2 – Written test.
- 5) Eligible candidates shall be shortlisted and called for skill / trade test. The details of skill/trade test is given in Annexure-A. Candidates who qualify in the skill/trade test shall be called for a final written test. The number of candidates to be called for written test shall be as per the rules of JNARDDC and decision of the appointing authority will be final.
- 6) For the post of Scientific Asst. I & II, the written test shall comprise of 100 marks question paper (MCQ) consisting of General Awareness, Physics, Chemistry, and Maths of science graduation level / equivalent. There will be negative marking of ¼ marks (0.25 marks) for each incorrect answer.
- 7) For the post of Junior Asst. the written test shall comprise of 100 marks question paper (MCQ) consisting of English, GK & Current Affairs, Quantitative Aptitude and General Intelligence & Reasoning of graduation level / equivalent. There will be negative marking of ¼ marks (0.25 marks) for each incorrect answer.
- 8) The skill/trade test will be only of qualifying nature and marks in skill test will not be added for further selection process. The final selection will be based on the marks of written test only.
- 9) Candidates working in Government / Semi-government / Public Sector undertaking can submit advance online application. However, they should submit “No Objection Certificate” (NOC) from their employer at the time of written test or before joining the post (in the event of selection).
- 10) Candidates belonging to Scheduled Caste (SC), Scheduled Tribe (ST), Other Back-ward Class (OBC), Persons with Disability (PWD), Economically Weaker Section (EWS) and Ex Serviceman (ESM) will have to submit the caste / category certificate in the format prescribed by the Central Government, issued by the competent authority. Persons belonging to OBC have to submit a valid “non-creamy layer” certificate from the competent authority at the time of written test or before joining the post (in the event of selection).

JNARDDC, Autonomous Body (Ministry of Mines), Gol, Amravati Road, Wadi, Nagpur-440023

11) All original certificates and testimonials shall be verified at time of skill / trade test or written exam.

12) Outstation candidates called for round-2 viz Final written test will be reimbursed sleeper class return rail fare by the shortest route, strictly on the production of the ticket/proof for the transit fare travel in India only.

### How to apply:

13) Submission of application is **ONLINE ONLY**. Candidates willing to apply for more than one post are requested to submit separate online application for each post. The link for online submission of application will be available on the website [www.jnarddc.gov.in](http://www.jnarddc.gov.in) under the sub-head career. It consists of the following 6 sections to be filled up online.

Section 1 - Post Applied for

Section 2 - Personal Details

Section 3 - Qualification Details

Section 4 - Details of working experience

Section 5 - Application & Documents Upload

Candidate should upload one single pdf file (Size upto 100MB) consisting of documents in following sequence.

1. 10th Mark sheet
2. 12th Mark sheet
3. Final Year Diploma Mark sheet & Certificate
4. Final Year Graduation Mark sheet & Certificate / Degree
5. Final Year Post Graduation Mark sheet & Certificate
6. Other qualification (Mark sheet and certificate)
7. Experience Certificate with period of service and nature of duties
8. Typing / computer Certificate
9. Category certificate (SC / ST / OBC / PWD / EWS / ESM )
10. Copy of Fees paid (mandatory)
11. Aadhaar Card

Section 6 - Application Fees Details

14) After filling up the online form, candidates have to upload pdf of the following documents before clicking the final submit button.

- i. Application format with their photo and signature (pdf file). Format is available on the website [www.jnarddc.gov.in](http://www.jnarddc.gov.in) under the sub-head career.
- ii. All certificates and testimonials relating to qualification, experience, caste / category and others should be scanned and uploaded as a single pdf file.

JNARDDC, Autonomous Body (Ministry of Mines), Gol, Amravati Road, Wadi, Nagpur-440023

15) Any misleading or wrong information submitted by the candidate will lead to termination of his candidature including his appointment at any stage.

16) **HARD COPIES OF APPLICATIONS WILL NOT BE RECEIVED**. Candidates have to apply online only. Application submitted after the due date will not be considered and no communication thereof will be entertained. Applications will be treated in strict confidence.

#### **Application fees**

17) Non-refundable application fees shall be Rs.500/- (Rupees Five Hundred only). However, SC / ST / PWD / ESM candidates are exempted from payment of application fees. **For all other categories the candidature shall be rejected in the absence of application fees.**

The application fee has to be paid by RTGS / NEFT / any online mode to the following account.

Beneficiary	Jawaharlal Nehru Aluminium Research, Development & Design Centre (JNARDDC)
Current A/c no.	<b>39952916385</b>
Bank	State Bank of India, Ravinagar Branch, Nagpur.
IFSC code	SBIN0007504

The details of fees paid (URT no., date of online payment, name of bank / payment gateway) has to be submitted while filling the online form.

#### **Remuneration and terms of appointment**

18) The candidates recruited shall be on probation as per JNARDDC rules.

19) In addition to Basic pay, the candidates selected will be eligible for DA, HRA, Transport Allowance and other allowances and benefits as per Central Govt Rules as applicable to JNARDDC employees.

20) The decision of the Appointing Authority will be final in all the matters related to the above appointment. The courts of Nagpur shall be relevant jurisdiction for any disputes related to the above recruitment.

21) **No further documents can be added / submitted after the last date of submission of online application. Absence of essential documents will lead to rejection of candidature.**

जवाहर लाल नेहरू एल्यूमिनियम अनुसंधान विकास और अभिकल्प केंद्र,  
स्वायत्त निकाय (खान मंत्रालय), भारत सरकार, अमरावती रोड, वाडी, नागपुर -440023 : [www.jnarddc.gov.in](http://www.jnarddc.gov.in)

JNARDDC, Autonomous Body (Ministry of Mines), Gol, Amravati Road, Wadi, Nagpur-440023

Post	No. of post & reservation status	Who are eligible to apply
Scientific Assistant- II	One - OBC	Only candidates with OBC certificate with essential qualification and required relevant experience.
Scientific Assistant- I	One - EWS	Only candidates with EWS certificate with essential qualification
Junior Assistant	One - OBC	Only candidates with OBC certificates with essential qualification and certificate of typing speed of 40 wpm / Certificate in computers
Junior Assistant	One – UR	UR and all categories (*) with essential qualification and certificate of typing speed of 40 wpm / Certificate in computers

**(\*) OBC candidates need to apply only once against Jr. Asst. (OBC).**

There will be a common written test for Jr. Asst. (UR & OBC) and DoPT rules shall be applicable if a reserved candidate get selected on his own merit without getting any relaxations.

**OPENING DATE OF SUBMITTING ONLINE APPLICATION IS 31st July 2021 (09.00 Hrs)**

**LAST DATE OF SUBMITTING ONLINE APPLICATION IS 24<sup>th</sup> August 2021 (18.00 Hrs)**

**ANNEXURE - A**

**DETAILS of SKILL / TRADE (Scientific Asst)**

SN	Item	Description
1	Total	25 marks
2	Time	10 minutes
3	Type of Test	Trade / Skill Test will be designed to assess the ability of a candidate's scientific knowledge and skill about various process, products, lab experiment, sample analysis, instrumentation, working principle, data collection & analysis, R&D work, Testing, etc.
4	Results	The results with marks shall be displayed on the JNARDDC website with a Remark (Qualified / Not qualified) Skill / Trade test is of qualifying nature and their marks shall not be added with the written exam scores. Candidates who qualify in the Skill / Trade Test shall appear for the written exam.

**DETAILS of WRITTEN TEST (Scientific Asst)**

*(Only for those candidates who qualify in the SKILL / TRADE TEST)*

SN	Item	Description
1	Total	100 marks
2	Time	2 hours
3	Type of Test	MCQ of science graduation level / equivalent Physics – 25 marks Chemistry – 25 marks Maths - 25 marks General Awareness: 25 marks There will be <b>negative marking</b> of $\frac{1}{4}$ marks (0.25 marks) for each incorrect answer
4	Results	The results with total marks shall be displayed on the JNARDDC website in the order of merit.

**ANNEXURE – A-1**

**DETAILS of SKILL / TRADE TEST (Jr Asst.)**

SN	Item	Description
1	Total	25 marks
2	Time	<b>30 minutes</b>
3	Type of Test	<ul style="list-style-type: none"> <li>• MS Word – 10 marks (Test designed to assess the ability of a candidate to work using Microsoft Word – preparation of word documents, formats, spell check, previewing, printing, formatting, adding pictures and tables etc)</li> <li>• MS Excel Basic – 10 marks (Test designed to assess the ability of a candidate to work using MS-Excel for data typing, spreadsheet, sorting, filtering, formatting, pivot tables, excel shortcuts, hyperlinks, password protection, formulates and other excel functions.</li> <li>• Typing skills – 5 marks (Test designed to assess the ability of a candidate to input text by pressing keys on a computer keyboard in the form of letters, numbers and other symbols by reproducing a given passage). If error % exceeds by 10% then NIL marks shall be assigned)</li> </ul>
4	Results	The results with marks shall be displayed on the JNARDDC website with a Remark (Qualified / Not qualified). Skill / Trade test is of qualifying nature and their marks shall not be added with the written exam scores. Candidates who qualify in the Skill / Trade test shall appear for the written exam.

**DETAILS of WRITTEN TEST**

*(Only for those candidates who qualify in the SKILL / TRADE TEST)*

SN	Item	Description
1	Total	100 marks
2	Time	2 hours
3	Type of Test	<p>(MCQ of graduation level / equivalent)</p> <ul style="list-style-type: none"> <li>• English – 25 marks</li> <li>• GK &amp; Current Affairs – 25 marks</li> <li>• Quantitative Aptitude – 25 marks</li> <li>• General Intelligence &amp; Reasoning – 25 marks</li> </ul> <p>There will be <b>negative marking</b> of ¼ marks (0.25 marks) for each incorrect answer</p>
4	Results	The results with marks shall be displayed on the JNARDDC website.