



Society for Applied Microwave Electronics Engineering & Research

Govt. of India, Dept. of Information Technology
Ministry of Communications & Information Technology
IIT Campus, Powai, Mumbai 400076
Website : www.sameer.gov.in

Recruitment to the post of Director, SAMEER

Society for Applied Microwave Electronics Engineering & Research (SAMEER), Mumbai, an autonomous Scientific Society of the Department of Information Technology, Ministry of Communications & Information Technology, Government of India, is a premier Research & Development Institution of the Government of India. Its main objective is to promote the growth of Science and Technology of RF/Microwave Electronics, Medical Electronics, Electromagnetics, Opto-Electronics, Millimeterwave Technology and its allied areas. SAMEER has its headquarters at Mumbai and centres at Chennai and Kolkata.

SAMEER is looking for an experienced and dynamic professional for the position of Chief Executive, who would Head SAMEER. The details of the post are as follows:

Name of the Post	: Director
Scale of pay	: Rs.37,400-67,000 G.P Rs.10,000/- (Rs.18400-500-22400 Pre-revised)
Method of Recruitment	: Direct Recruitment / Transfer (absorption).
Tenure of appointment	: Not exceeding five years OR till date of retirement on superannuation whichever is earlier.
Age	: Not more than 55 years as on the last date of receipt of application (Relaxation applicable as per Government of India Rules)

EDUCATIONAL QUALIFICATION

Under Direct Recruitment:

- Ph.D in relevant discipline with 15 years experience OR
- M.E./M.Tech in relevant discipline with 20 years experience OR
- B.E/B.Tech in relevant discipline with 25 years experience.

Note:- The relevant discipline / field will be RF / Microwave / Millimeter Wave Electronics, Communications, Antennas, EMI/EMC, Electromagnetics etc.

Under Transfer (absorption) basis for Officers of the Central/State Govt./PSUs/Autonomous Bodies:

- Holding analogous posts on regular basis OR
- Having 5 years regular service in the scale of pay of Rs.37400-67000 G.P.8,900 (Rs.16400-450-20000 pre-revised) and possessing the qualifications prescribed for direct recruitment.

JOB RESPONSIBILITIES

- The Director shall be responsible for planning, management and running of SAMEER under the overall guidance of the Governing Council including the supervision and control of its centres.
- He/She shall be required to lead a group of professionally qualified team of Scientists and management personnel at SAMEER Centres.
- He/She shall be responsible for preparation of Five Year Plan, Annual Plan, Budget etc of SAMEER and its Centres apart from initiating new R&D programmes in the emerging field of its activities.
- The Director shall exercise such executive and financial powers as contained in SAMEER Memorandum of Association, Rules & Regulations, or as delegated to him by the Governing Council from time to time.

GENERAL

Candidates meeting the above eligibility requirements may send in their application complete in all respects in the prescribed proforma (annexure) alongwith attested copies of certificates relating to qualifications, date of birth etc by the last date prescribed in an envelope superscribed as "Application for the post of Director, SAMEER" and addressed to the **Joint Director, ABC Division, Department of Information Technology, Electronics Niketan, 6, CGO Complex, New Delhi 110003 on or before 19th May 2010**. Persons working in Govt/PSUs, Autonomous Bodies may send their application through proper channel along with photocopies of ACRs of the last five years duly attested by an officer not below the rank of Under Secretary or equivalent and vigilance disciplinary clearance and integrity of the officer may also be certified alongwith a certificate that no minor/major penalty has been imposed on him/her. Applications received directly will not be entertained.

Note:

1. Applications which are not in conformity with the requirements indicated in the advertisement are liable to be rejected.
2. Only short-listed candidates will be called for interview. Mere fulfilling of requirements as laid down in the advertisement does not qualify a candidate for interview.

Post Applied for : _____

1. Name in full(Shri / Smt / Km) :

2. a) Father's name:

3. a) Date of Birth:
(in Christian era in figures) Date Month Year

b) Age as on closing date mentioned in Advt.: Years Months Days

4. a) Sex (Male/Female) : b) Marital Status :

5. Nationality:

6. Reservation Category (SC / ST / OBC / PH / General) : 6 (a) Religion :

7. Type of Present Employment, if employed (Central / State Govt / PSU's /anunonomous bodies/Others): Yes/No
(if yes, the application need to be sent through proper channel)

8. Address for correspondence

Pin Code

Tele No Fax

Mob.No E-mail

9. Permanent Address

Pin Code

Tele No Fax

Mob.No E-mail

10. Nearest Railway Station

11. Educational Qualifications

Name of the Institute/Board/ University	Year of Passing	Examination / Degree	% of marks in Aggregate and Division

12. Professional Training:

Organisation	Details of Training	Period	
		From	To

13. Employment Record* (Attach separate sheet in following format, if necessary):-

Name and Address of Employer / Org./ Institution	Period of Service		Designation of the post Held	Scale of Pay	Detailed description of work	Reason for leaving each post
	From	To				

* Specify the gap, if any

14. Experience

15. Details of Present Employment

I. Designation _____

ii. Date from which held _____ iii. Scale of the pay _____

iv. Present Basic pay: _____ Total Emoluments : _____

v. Whether present post is held on regular, tenure, deputation or adhoc basis and since when _____

vi. If on deputation, details of post held on regular basis/scale of pay and since when _____

vii. Name of the organization with full address indicating name and designation of the contact person and Telephone/Fax number

viii. Category of the organization

- a. Central/State government
- b. PSU/Autonomous Body
- c. Private

ix. Whether applying on Direct Recruitment or Transfer (absorption) basis _____

16. Are you under any contractual obligations to serve Central/State Govt/Any other Public Sector Undertaking or Autonomous body and if so, give details : (attach NOC if applicable)

17. Why should I be considered for the post of Director, SAMEER

18. My Vision for SAMEER

19. Suggest two referees giving full postal address, telephone no., fax, e-mail who are familiar with work done by you.

20. Any other information you may wish to add, including extra curricular activities (use separate sheet if necessary).

21. **Declaration**

I declare that the foregoing information is correct and complete to the best of my knowledge and belief and nothing has been concealed/distorted. If at any time, I am found to have concealed/distorted any material information; my appointment shall be liable to summarily termination without notice. If offered appointment, I will join on specified date and subsequently, take up duty in the discharge of SAMEER assignments anywhere in India as and when required.

Place:

Date:

Signature.....

Name of the applicant.....
(important : use only A4 size paper for application and other testimonials)

Part-II

(To be filled in by the competent authority in the case of candidates who are presently working in Central / State Government / PSU / Autonomous Organisations only)

Certified that: The information given above by the Officer is correct.
No vigilance / disciplinary proceedings are either pending or contemplated against the above mentioned Officer.

Signature : _____

Name : _____

Designation : _____

Department : _____

Organisation : _____

Date : _____