



# Indian Rubber Manufacturers Research Association

An Autonomous Body Under DPIIT, Ministry of Commerce & Industry, Govt. of India

## Vacancy Notice

Advt. No. IRMRA/21-22/13 dated 10.10.2022

Indian Rubber Manufacturers Research Association, an Autonomous Institute under Dept. for Promotion of Industry & Internal Trade (DPIIT), Ministry of Commerce & Industry, Govt of India, is a leading R&D institution established in 1958 to cater services to Rubber and Allied Industry. IRMRA is having its headquarters and Laboratory in Thane, Maharashtra and branch laboratories at Sri City, AP and SARPOL, Kolkata, WB. IRMRA is looking for dynamic young professionals for posts of laboratory assistant and Applications are invited for following posts for **South Centre (IRMRA, South- Central Express way, Sri City, Chittoor District, Andhra Pradesh)**.

1.	<b>Name of the post</b>	<b>Laboratory Assistant (on Contract for 03 Years)</b>
	No. of Post	02 Post.
	<b>Type of Position</b>	On Contract for 03 years and can be extended subject to satisfactory performance review every six months.
	Pay Scale	Pay scale (Level 3 as per 7 <sup>th</sup> CPC) with Initial Basic Pay of 21,700 and applicable Allowances applicable at IRMRA. (HRA and TA as per "Z" City category).
	Qualification & Experience	<p><b>Essential:</b> B.Sc Chemistry having Physics as one of the subject / B.Sc polymer chemistry with minimum 05 Years of experience</p> <p style="text-align: center;"><b>OR</b></p> <p>M.Sc. in Organic Chemistry / Analytical Chemistry / Polymer Chemistry / Industrial Polymer Chemistry with minimum 02 years of experience.</p> <p>Minimum 60% marks or minimum cumulative CGPA of 7.0 out of 10 OR 3.5 out of 5.0 in the qualifying degree is essential.</p> <p><b>Desirable:</b></p> <ul style="list-style-type: none"><li>• NSDC/RSDC Certified candidates will be given Preference/ Candidates who have successfully completed certificate/diploma course in Rubber Science Technology (like RMST course of IRMRA).</li><li>• Good Computer skills including Presentation skills &amp; Report writing skills etc.</li></ul> <p><b>Experience:</b></p> <ul style="list-style-type: none"><li>• Candidates already working in NABL accredited Laboratory will be preferred.</li></ul> <p><b>Job Description</b></p> <ul style="list-style-type: none"><li>• Testing of Rubbers and allied Products as per National &amp; International Standard and jobs as entrusted from time to time by IRMRA.</li><li>• New method development and validation</li><li>• Maintaining all documents and records related to quality management and laboratory management system.</li><li>• Sample preparation and performing testing as per the laid down procedure / test methods.</li><li>• Carry out internal quality checks / intermediate checks as per the plan.</li><li>• Maintaining the environmental conditions as specified in the SOPs/ test standards.</li></ul>

**Head Office:** Plot. No. 254/1B, Road No. 16V, Wagle Industrial Estate, Thane (West)- 400 604  
Tele No. 022 6787 3200: Fax No. 022 6787 3225 Email: [info@irmra.org](mailto:info@irmra.org); Web: [www.irmra.org](http://www.irmra.org)



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Age Limit	Not more than 35 years
Place of Posting	<b>IRMRA, South Centre - Central Express way, Sri City, Chittoor District, Andhra Pradesh)/ transferable to other laboratories of IRMRA.</b>
Mode of Selection	Written Exam (Syllabus: Basic Science, Aptitude, unit conversion)

## How to apply:

**Candidates to send recent updated resume along with the following below mentioned documents:**

- Date of Birth proof.
- Copy of Adhar card and Latest Addressed Proof.
- Soft/Scanned Copy of certificates / testimonials in respect of qualifications (all semesters / year wise mark sheets, degree and diploma certificates starting from graduation onwards. Copy of Caste certificate issued by competent authority.
- Soft/Scanned copy of Complete and proper experience certificates / documents issued by employer in support of experience details mentioned by the candidates in the application.
- Closing Date regarding receipt of applications: Within 30 days from the date of publication of this advertisement.
- Application received after closing date will not be entertained and will stand rejected. No communication shall be made / entertained regarding rejection of application.
- The application to be forwarded to [director@irmra.org](mailto:director@irmra.org), [hr@irmra.org](mailto:hr@irmra.org), [pb@irmra.org](mailto:pb@irmra.org) and [info.south@irmra.org](mailto:info.south@irmra.org)
- The application fee Rs. 500 (General/OBC), Rs. 300 (woman/SC/ST) to be paid online, and transaction details to be sent along with the application. Bank details for online payment given below in Annexure I.
- Physical copy / original documents are not required to be sent to IRMRA in connection with this recruitment process until directed to do so.

## **OTHER TERMS & CONDITIONS & GENERAL INSTRUCTIONS**

- Candidates of Domicile of Andhra Pradesh will be preferred. Candidates should note that, if at any stage of recruitment, it is found that the candidates have submitted any false / fabricated information / documents, his / her candidature will be cancelled immediately and he / she will be liable for action as per law / rules.
- Valid email id & Mobile no. should be mentioned in the application and must remain active / valid until recruitment processes are completed. No change in the email id & mobile no. will be accepted once submitted. The candidate himself/herself shall be responsible for wrong or expired email id & mobile no.
- Submission of any false / incorrect / dubious information in application shall disqualify the candidate at any stage of selection processes (before or after).
- IRMRA reserves right to amend / modify vacancies notified and any provision of this advertisement in case of any errors and omissions / deviations or to cancel the advertisement and recruitment if the circumstances so warrant.
- Statutory warning:** Selection process is free, fair and based on merit. Any attempt to influence the selection process detected at any stage is liable to lead to termination of the candidature and legal action will be initiated.
- Appointment of candidates is subject to them being declared medically fit, and is also subject to service terms of contracts.
- Announcements:** All further announcements / details will only be published / provided on IRMRA's website [www.irmra.org](http://www.irmra.org) from time to time.

**Director**

Date: 10.10.2022

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## Annexure I

Details for online payment through NEFT/IMPS/RTGS

ICICI BANK DETAILS		
SR. NO.	PARTICULARS	MANDATORY DETAILS
1	Name of Company	Indian Rubber Manufacturers Research Association, Plot No.254/1B,Road No.16 V, Wagle Indl Estate,Thane-(W) 400604
2	Name of companys Bank & Branch / Address	ICICI Bank Ltd, Wagle Indl. Estate, Thane West - 400 602.
3	Suppliers Bank Account Number	188701000046
4	NEFT / IFSC	ICIC0001887
5	BSR Code	6390037
6	Pan Number	AAAAT7089F
7	TAN Number	pnei04299b
8	Bank Contact Number	022 65341000
9	Our E-Mail ID	info@irmra.org