



Society for Applied Microwave Electronics Engineering & Research
Centre for Electromagnetic Environmental Effects (CE3)
Ministry of Electronics & Information Technology, Govt. of India.
Plot No. 40, APIIC Industrial Park, NH-16, Gambheeram, Anandapuram,
Visakhapatnam-531163

Advertisement No. 01/2023
RECRUITMENT FOR CONTRACT POSITIONS
PROJECT MANAGEMENT ASSISTANT & PROJECT ASSISTANTS

Society for Applied Microwave Electronics Engineering & Research (SAMEER) is an Autonomous Research & Development Institute of Ministry of Electronics and Information Technology (MeitY), Government of India. Its main objective is to promote the growth of Science and Technology in RF/Microwave Electronics, Medical Electronics, Electromagnetics, Opto-Electronics, Millimeter Wave Technology, and its allied areas. SAMEER has its headquarters at Mumbai and centers at Mumbai, Chennai, Kolkata, Visakhapatnam, and Guwahati.

SAMEER, Visakhapatnam is looking for suitable persons for various projects for contract positions on consolidated salary. The tenure will be for Two (02) years. These are contractual appointments and shall not confer any right for regularization / absorption or continuation of service in SAMEER.

1	POST: Project Management Assistant (PMA)-C	
	Post Code	PMA-C
	Essential Qualifications	Graduate in Any (BA, BSc, BBA, BMS, B.Com) discipline with 08 years relevant experience. (or) M.B.A with 05 years Relevant experience.
	Areas of work/ Desirable areas of experience	The selected candidates shall work in the following areas: Handling Establishment, Administration, Purchase, Accounting procedures as per Government India Rules.
	Duration	2-Years Contract OR duration of the project, whichever is less
	Selection Procedure	Written/Screening tests will be conducted as per requirement for post.
	Remuneration	Rs.26,400/- (Consolidated salary per month). No other allowances.
	Age Limit	35 years
	Approximate Vacancies	02
2	POST: Project Assistants (PA-B)	
	Post Code	PAEL01
	Discipline	Electronics & Communication/ Electronics & Telecommunications
	Essential Qualifications	<ul style="list-style-type: none">Diploma in Electronics & Communication/ Electronics & Telecommunications from a recognized University/Technical Board with minimum 55% marks or equivalent grade.Experience: 05 years relevant experience.

	Areas of work/ Desirable areas of experience	The selected candidates shall work in the following areas: Electromagnetic Interference & Compatibility (EMI/EMC) Test, Measurements & calibration, RF components design & measurements, MATLAB & C-Programming and relevant fields
	Duration	2-Years Contract OR duration of the project, whichever is less
	Selection Procedure	Written/Screening tests will be conducted as per requirement for post.
	Remuneration	Rs.21,500/- (Consolidated salary per month). No other allowances.
	Age Limit	30 years
	Approximate Vacancies	01

General Conditions:

1. Age Limit:

Eligibility date for age will be the closing date of the receipt of application as on closing date of advertisement.

2. Selection Procedure:

- a) Selection will be done through a written examination and interview. All eligible candidates shall submit the application through email for the above posts and they will be screened in and then be called for a written examination. Written Examination will be held at following address only.

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- b) Scheme of written examination shall be objective type and will be based on qualification and desirable experience.
- c) Only the shortlisted candidates for the posts (based on merit position) who have qualified the written examination shall be called for interview.
- a) The final selection of eligible candidates is based on performance of the candidates in the Academic, in the written examination and in interview and verification of documents submitted by the candidates. It is mandatory to appear in the interview for selection.

3. How to Apply:

- a) Before applying, Candidates are advised to go through this advertisement carefully in detail for determining their eligibility as per laid down criteria for the post.
- b) Candidates possessing the requisite qualification on the cut-off date are only eligible to apply.
- c) The admission at all the stages of the examination will be purely provisional subject to satisfying the prescribed eligibility conditions.
- d) Candidates are advised to go through the guidelines for filling up the application form carefully.

- e) The application shall be treated complete only if all the mandatory fields are completed successfully. If the application is not submitted or otherwise incomplete, his/her candidature will summarily be rejected.
- f) Each candidate shall affix his/her recent colour passport size photograph, his/her signatures at appropriate space provided in the Application Form.
- g) The interested candidates are requested to register via the **online registration** form available at <https://1nk.dev/joa34> on or before **03.10.2023**. Please upload following self-attested documents during the online registration. Registration is mandatory to participate in Recruitment process. Any queries may be mailed to email: sce3wsc@gmail.com
- a) Filled Application form.
 - b) Certificate of Date of Birth (issued by Municipality etc or Matriculation/High School/SSC Certificate)
 - c) Certificates of Educational qualification, which makes him/her eligible for applying for the post.
 - d) Photo id proof
 - e) Certificates of Higher Educational qualification if any
 - f) Certificate for seeking age relaxation, if applicable
 - g) No Object Certificate (NoC) from the present employer, if applicable
 - h) Relevant Experience supporting documents.

Note: - Candidates need to bring all the above self-attested documents for Interview only. Not required to send documents through post/courier to SAMEER.

4. Verification of documents:

Verification of requisite documents will be done at the time of the interview. Candidate will be interviewed only after verification of original documents to ascertain their eligibility for the post. Only short- listed candidates will be called for interview and document verification. Mere fulfilling of requirement as laid down in the advertisement does not qualify a candidate to be called for personal interaction/interview.

5. Interview:

Shortlisted candidates shall be intimated about the date and venue through SMS/e-mail communications to the registered email ID/Mobile phone by SAMEER.

6. Important Information:

- The applicant must be a citizen of India.
- List of subjects for essential qualification included in the advertisement against each postcode is exhaustive/final. Candidates possessing qualification in subjects other than those mentioned against each postcode are not eligible.
- Canvassing in any form and/ or bringing any influence political or otherwise will be treated as a disqualification for the post.
- Applications which are not in conformity with the requirement indicated in the advertisement are liable to be rejected.
- Candidates at the time of interview shall bring the self-attested copies of the testimonials along with their originals and NOC from their employer, if applicable, failing which they will not be allowed to appear in the interview.

- Final Selection of candidates for appointment to the above-mentioned positions will be based on meeting the prescribed eligibility criteria, the performance in the written examination and in interview (if applicable).
- The candidature in the whole recruitment/selection process is "PURELY PROVISIONAL" pending scrutiny of the eligibility as mentioned in the Advertisement for the post applied. In case, it is found at any stages of recruitment/selection process that the candidate does not fulfil the eligibility criteria as per advertisement and any information provided by the candidate is found to be false or is not in conformity with the eligibility criteria mentioned in advertisement his/her candidature shall be rejected and in case the candidate has already joined the post, his/her services shall be summarily terminated.
- **Before final submission of the Application Form, the candidates must go through the same carefully. It shall be noted that Incomplete / Incorrect application form will be summarily rejected.**
- Candidates working with Central Govt./State Govt./PSU/Autonomous bodies have to furnish 'NOC' from the authority concerned. The 'NOC' should also confirm that no disciplinary/vigilance case is either pending or contemplated.
- Withdrawal of candidature on account of non-furnishing of any information will not confer any right to carry forward or retain the candidature for future recruitment.
- **No TA/DA shall be paid for attending the written exam and interview.**
- Candidates should ensure that they fulfil the eligibility criteria prescribed for the post they have applied. In case it is found out in any stage of the selection process or even after, that the candidate has furnished false or incorrect information or suppressed relevant information/material or does not full fill the criteria, his/ her candidature /service are liable for rejection/termination without notice.
- Candidates will have to produce all original certificates for verification at the time of interview.
- **The appointment is purely on contractual basis and shall not confer any right for regularisation/ absorption or continuation of service in SAMEER.**
- **The person selected for contract appointment will not have any claim or right for his/her continuity in service or automatic extension of the term contract.**
- Selected candidate will have liability to serve anywhere in the country.
- SAMEER does not provide accommodation to selected candidates.
- Canvassing in any form and/or bringing in any influence will be treated as disqualification for the post.
- No interim queries will be entertained.
- Only Indian Nationals need to apply.

Government strives to have a workforce which reflects gender balance and women candidates are encouraged to apply.