

A-12039/02/2026-Estt.III
Government of India
Ministry of Science & Technology
Department of Science & Technology

ADVT. No. DST/02/2026-Estt.III

Applications are invited for filling up the '02' (**Two**) temporary posts of **Scientific Attache** (Group 'A', Gazetted), one each in the Indian Mission at Tokyo (Japan) and Indian Mission at Berlin (Germany), on deputation (including short-term contract) basis.

- 1. LEVEL IN THE PAY MATRIX** : Level 13A (Rs.1,31,100 - 2,16,600/-)
- 2. METHOD OF RECRUITMENT** : Deputation (including short-term Contract)
- 3. NATURE OF THE POST** : Temporary
- 4. PERIOD OF DEPUTATION** : Three years or until further orders

5. ELIGIBILITY

Scientists or Technologists working in Central Government or State Government or Universities or recognised research Institutions or Semi-government or Statutory or autonomous organisations in India or abroad:

(a) (i) holding analogous post on regular basis in the parent cadre or department;

Or

(ii) with **two years'** regular service in posts in the Level 13 in Pay Matrix (Rs. 1,23,100-2,15,900) or equivalent in the parent cadre or department;

Or

(iii) with **six years'** regular service in the Level 12 in Pay Matrix (Rs. 78,800-2,09,200) or equivalent in the parent cadre or department;

and

(b) Possessing the qualifications and experience as under:

I. Essential qualifications & experience:

(i) Doctorate Degree in Natural or Agricultural Sciences or Master's degree in Engineering or Technology or Medicine from a recognised University or equivalent;

(ii) Twelve years' experience in research and development in industrial and academic institutions or science and technology organisations or scientific activities and services, out of which six years in managerial capacity in science and technology programme, planning development and cooperation; and

(iii) Should have at least one of the components of Natural Science, Mathematics, Information Technology and Computer Science from Science streams at Graduate and subsequent levels.

II. Desirable qualifications and experience:

(i) knowledge of a modern European or German or Russian or Japanese language in addition to English;

(ii) Post doctorate research in Natural or Agricultural Sciences or doctorate degree in Engineering or Technology or Medicine from a recognised University or research Institute as evidenced by certification by such University or Institute and publication of research work in Science Citation Indexed (SCI) journals;

(iii) Wide experience in inter-disciplinary areas of Science and Technology with an emphasis on copyrights, intellectual property rights, patents and inventions.

Note: - The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in same or some other Organisations or Departments of the Central Government shall ordinarily not exceed **four years**.

6. AGE LIMIT: The maximum age-limit for appointment by deputation (including short-term contract) shall be not exceeding **fifty-six years** as on the closing date for receipt of applications.

7. DUTIES AND RESPONSIBILITIES:

i. Following up the implementation of joint programmes of cooperation.

ii. Suggesting possible new areas for bilateral cooperation.

iii. Acquiring information about the latest developments in Science & Technology (S&T) in the countries of accreditation in specific sectors of interest to India.

iv. Attending to official work delegated by the various scientific agencies in India in the countries of accreditation.

v. Keeping the Government of India briefed about new policy decisions and related aspects pertaining to Science & Technology in the countries of accreditation.

vi. Preparing a roster of Indian scientists working/settled in the countries of accreditation and maintaining contacts with them.

vii. Attending to requests received from Indian scientists.

viii. Serving as focal points for information on Science & Technology activities in India.

ix. Securing information about S&T activities in other countries through contacts established in the countries of accreditation.

- x. Coordinating/assisting in organizing visits of S&T officials, S&T delegations, scientists from research laboratories, public sector undertakings, etc.
- xi. In general, serving as liaison with concerned Government offices, R&D institutions, academic institutions, and research organizations in the countries of accreditation.

8. GENERAL

- i. The Department reserves the right to cancel the recruitment process at any time without assigning any reason.
- ii. The prospective applicants are advised to refer to the relevant recruitment rules before applying and the same may be perused by visiting the following URL:
https://dst.gov.in/sites/default/files/Gazette_29.12.2017.pdf
- iii. Prospective applicants are advised to visit the Recruitment Cell webpage under the Administration & Finance section of this Department's website regularly at:
<https://dst.gov.in/>. Any addendum/corrigendum or any update regarding the recruitment process shall be posted only on the Department's website.
- iv. The prescribed essential qualifications are minimum and mere possession of the same does not entitle applicants to be called for interview. If the number of applications received in response to the advertisement is large, the Department may restrict the number of applicants to be called for interview to a reasonable limit through a shortlisting process based on well-defined criteria, which may include possession of desirable qualifications and/or experience prescribed in the advertisement and/or qualifications/experience in a particular field as per the specific requirements of the Department. No correspondence will be entertained from applicants who are not called for interview or not selected for appointment.
CANVASSING IN ANY FORM WILL RESULT IN DISQUALIFICATION OF CANDIDATURE.
- v. Since the criteria for shortlisting the applicants to be called for interview may be raised above the minimum eligibility criteria, applicants are advised to fill/upload their complete educational qualifications and/or experience as well as any other relevant documents such as research papers etc, in support of their application.
- vi. While selecting applicant(s) for appointment, applications duly supported by documents will be assessed by the Committee(s)/Board(s) constituted in this regard. Applicants who apply for the post will not be allowed to withdraw their candidature subsequently.
- vii. The selected applicant is liable to be posted anywhere as per Government requirements.
- viii. The terms and conditions of appointment shall be as per the Recruitment Rules for the post and other orders and rules issued from time to time.
- ix. The applicant selected for the post is required to join the post as soon as the formalities of appointment are completed or as soon as the present incumbent remits the office, whichever is later. Accordingly, the applicant is expected to be available for briefing/orientation programme, etc.

9. **HOW TO APPLY:** The application process involves the following stages:

I. Filling up of online application form:

(a) Willing and eligible applicants are first required to **apply Online**, through the online portal <https://recruitment.dst.gov.in/> using a valid email ID. This online portal for applying shall be available for a period of **45 days** from the date of publication of the advertisement in Employment News / Rozgar Samachar.

(b) The applicants are also required to upload the relevant certificates/documents (in support of educational and experience qualifications, date of birth, disability, community/caste etc.) on the portal. Uploading of illegible/incorrect certificates may lead to rejection of the candidature. Certificates/documents uploaded in support of educational qualifications must contain the degree certificate as well as the marksheets.

(c) Applicants shall also upload a **No Objection Certificate (NOC)** issued by the competent Authority of the Organization where they are serving, in the format specified at the **Annexure I**.

(d) **Experience/Employment certificates for work/research work must clearly indicate the date of joining, date of relieving and the post held including pay level of the post.** In case the applicant has worked in the same organization at different posts/levels (due to promotion etc.), then the experience/employment certificate must clearly indicate the time spent in each post/level clearly indicating the "from" and "to" dates for each post/level. Documents such as offer of appointment, joining report or any other such certificate from which the "From" and "To" date of experience claimed cannot be ascertained will not be treated as a valid experience certificate/document. The experience/employment certificate must also give a brief description of duties performed. It is the sole responsibility of the applicant to ensure that all the claims related to experience in respect of each experience claimed by the applicant can be ascertained from the experience certificate uploaded on the recruitment portal. Self-claims in respect of experience will not be considered. Only experience/employment certificates issued by the concerned organization will be considered valid. **An indicative format of a valid experience certificate is attached at Annexure II.**

(e) The applicants must furnish the original documents in respect of the claims made in the applications as and when required.

(f) Certificate(s) issued by foreign University(s)/institution(s) must be certified by Association of Indian Universities (AIU), New Delhi by way of equivalence certificate(s). However, in case where AIU does not entertain applications for equivalence of such professional degrees awarded by foreign universities in disciplines which are presently outside the purview of AIU and where such cases are handled by the respective professional councils (recognised by Government of India), the applicant needs to upload equivalence certificate(s) issued by such professional council. Applicants will have to produce all the original certificates thereof as and when required.

(g) In case the applicant is presently working in State Govt./Union Territory/University/recognized Research Institute/PSU/Statutory organization/Autonomous organization etc. where the pay scales are not identical to the pay scales of central Government, the applicant will have to upload Gazette notification/government order(s) wherein such pay scales of State Govt./PSU/Autonomous organization/University etc. have been equated to corresponding pay scale/level of 7th CPC in Central Government. In this connection the onus of providing such equivalence shall be on the applicant and in such cases, the decision of the Department shall be final & binding.

II: Submission of hard copy of application by registered or speed post:

(a) After successful submission of the online application on the recruitment portal as mentioned in para 9(l) above, hard copy of the computer-generated application (duly signed by the applicant) should be taken by the applicant. No print out of the enclosed documents/ certificates uploaded on the portal, is required to be forwarded with the hard copy of the application.

(b) Applicants must mandatorily apply through proper channel. Applications will be considered only if received through proper channel with '**Certificate**' **duly signed by the Competent Authority in the prescribed format (Annexure- I), within the prescribed time limit.**

(c) Physical copies of applications, if received after the last date shall not be considered even if the online application is filled before the last date. Hence, it is the responsibility of such applicants to follow up their applications in their department /organization and ensure that their applications, complete in all respects and duly verified by their competent authority are received by this Department within the prescribed time limit. Also, incomplete applications in any form shall be summarily rejected. Applications received after the last date of receipt of applications due to any reason including postal delay or delay in forwarding by the concerned forwarding authority etc. shall not be considered. **No relaxation shall be given in this regard.**

(d) The application form duly signed by the applicant along with attested copies of ACRs/ APARs for the last five years, duly attested on each page by **an officer not below the rank of Under Secretary to the Government of India or an officer of equivalent rank, and also a summary sheet of the ACR/APAR gradings received in these five years,** are mandatorily required to be forwarded through proper channel to **Under Secretary (Establishment-III), Department of Science and Technology, Technology Bhavan, New Mehrauli Road, New Delhi-110016** by **Registered Post or by Speed Post** so as to reach this Department within **30 days** (45 days for applicants in remote areas i.e. those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh, Lahaul and Spiti District and Pangi Sub Division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands and Lakshadweep) from the date of closure of online portal. It is advised not to send applications by ordinary posts or through courier.

Note: Organisations/Institutes (whose employees are otherwise eligible to apply) which do not have the system of recording APARs/ACRs, need to **mandatorily**

furnish their work profiles and gradings of the last 05 years duly certified by their Head of organisations/institute along with the applications through proper channel, so as to reach this Department by **Registered Post or by Speed Post** within **30 days** (45 days for remote areas) from the date of closure of online portal. It is advised not to send applications by ordinary posts or through courier.

(e) A list of names of applicants whose applications are received within the prescribed time limit shall be posted on the Department's website, after the last date of receipt of applications. The applicants may check the status of their applications on the website. Any representation in this regard (non-inclusion of name in the list of applications received within the prescribed time limit) can be filed within **seven days** of date of posting the list on the website along with the relevant proof of delivery of application in Department of Science & Technology within the prescribed time limit.

Note 1: Advance copies of Applications will not be entertained.

Note 2: In case of any discrepancy between the English and Hindi version of the advertisement, the English version of the advertisement will prevail.



(Lily Pal)

Under Secretary to the Govt. of India

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Phone-011-29512324, 011-26565439

CERTIFICATE

(TO BE GIVEN BY THE HEAD OF ORGANISATION / OFFICE)

(i) Certified that Sh./Smt./Ms./Dr.....joined this organization as (Name of the post) in pay level.....(as per 7th CPC) on (Date of Joining) and is presently working as.....(Name of the post) in pay level (as per 7th CPC) with effect from.....(Date of Joining the currently held post).

(ii) Certified that the particulars have been verified and found to be correct. It is also certified that no disciplinary / vigilance proceedings are either pending or contemplated against the officer. Integrity of the officer is also certified.

(iii) The application of Sh./Smt./Ms./Dr.....is recommended. In case of his/ her selection, the Department / organization will relieve him/ her. It is also certified that cadre clearance in r/o the applicant has also been obtained.

(iv) Copies of ACRs / APARs for the last five years duly attested on each page by an officer not below the rank of Under Secretary to the Government of India or equivalent, and also a summary sheet of the ACR/APAR gradings received during these five years are enclosed

OR

Work profiles and gradings of the last 05 years duly certified by the Head of the organisation/institute along with his/her application are enclosed.
(Choose whichever is applicable).

(v) No major/or minor penalties have been imposed on Sh./Smt./Ms./Dr..... during the last ten years.

OR

Statement showing major and /or minor penalties imposed on Sh./Smt./Ms./Dr. during the last ten years is enclosed.
(Choose whichever is applicable).

Place:

Date:

**Signature of the Head of
the Organization/ Office with Office Seal**

ANNEXURE-II

EXPERIENCE CERTIFICATE

This is to certify that Shri/Smt./Ms. _____ S/o / D/o / W/o Shri
_____ was/is an employee/researcher of this
Organisation/Department/Ministry and holds/held the following experience: -

I. Name of the Post held:

II. Pay Level:

III. Particular of the experience (Job/research work):

IV. Duration: From. _____ to _____.

Signature
Name & Designation of the competent authority
Stamp of competent authority

NOTE: Separate sheets may be filled for each post/research work/employer.