

Important points to note before filling up the Application Form:

1. Application form is available on the ICT website www.ictmumbai.edu.in The Candidate should submit THREE copies of duly filled application each consisting of the printout of the filled application form along with all the enclosures to the “Prof. A.M.Lali, Head, DBT-ICT Centre for Energy Biosciences, Institute of Chemical Technology, Nathalal Parekh Marg, Matunga, Mumbai-400019” by Registered Post A/D only.
2. The last date of receiving application is **September 23, 2016**.
3. Application should be accompanied with a non-refundable Pay Order/ Demand Draft of Rs.1000/- (for Open Category) and Rs. 500/- (for candidates belonging to reserved categories of State of Maharashtra), of nationalized Bank drawn in favour of “Institute of Chemical Technology, Mumbai”, payable at Mumbai.
4. Candidates already employed must submit their applications through proper channel along with No Objection certificate from present employer.
5. The envelope containing application form should be super scribed as “Application for the Post of _____”
6. Applications incomplete in any respect, applications without required supporting documents or those received after the last date of receipt of application will not be considered.
7. Candidates are requested to refer ICT website from time to time as all information and circulars will be notified on the website. No inquiry regarding eligibility criteria shall be entertained.
8. The ICT will not be responsible for any delay or non acknowledgment of postal correspondence.
9. The decision of the appointing authority will be final and binding on applicants and no correspondence in this regard will be entertained.
10. No correspondence with ineligible candidates will be made.
11. Candidates called for interview will have to remain present at their own expenses.
12. Candidates must attach the attested photocopies of the necessary supporting documents with the hard copy of the duly filled application in the following order:
13. Women

Annexure "A": [Mark them A (1) to A (5), whichever is relevant, and attach collectively]

- A(1)** Document in support of Date of Birth.
- A(2)** Copy of Government Gazette or any other appropriate certificate in case of change in name.
- A(3)** Caste certificate issued by the component authority if candidate belongs to any of the reserved category, namely, SC/ ST/ DT NT-A/ NT-B/ NT-C/ NT-D/ OBC/ SBC.
- A(4)** Non creamy layer certificate for the candidate belonging to the DT NT-A, NT-B, NT-C, NT-D, OBC and SBC categories, issued by the component authority after the date 01.04.2013.
- A(5)** Caste Validity Certificate. If not obtained, candidate belonging to the reserved category and appointed against the reserved post, shall submit his/ her Caste Validity certificate within six months from the date of appointment order.

Annexure "B": [Mark them B(1) to B(2), whichever is relevant, and attach collectively]

B(1) Documents related to educational qualifications, such as Board/ Degree certificates, Statements of Marks (both side photo copies) of all the relevant examinations.

B(2) Copy of research publications/ cover page, Index pages and relevant extracts of books published by the candidate in the field of the specialization concerned.

Annexure "C": Collectively

Certificate from the employer stating the pay and allowances drawn at present.

Annexure "D": Collectively:

Two testimonials.