



# NATIONAL BRAIN RESEARCH CENTRE

(Deemed University)

NH-8, Nainwal Mode, Manesar- 122 052

Distt. Gurgaon, Haryana

Tel.: 0124 – 2845 200, E-mail: [admin@nbrc.ac.in](mailto:admin@nbrc.ac.in)

Advertisement No. 04/2020

## **Terms of Reference for Application from Individuals for Appointment as Consultant (Academics) in the National Brain Research Centre, Manesar**

National Brain Research Centre (NBRC) is an autonomous institute of Department of Biotechnology, Govt. of India. Recognized as an Institution of Excellence, NBRC is a specialized Deemed-to-be-University and offers Master's and Doctoral degrees in Neuroscience. The Centre has ongoing research programs on basic brain functions and brain-related disorders.

NBRC intends to engage 01 experienced Consultant (Academics) with knowledge of Government Establishment, academics management, on Contract basis.

**Post Code:** 01

### **Scope of Work/ Job responsibility**

The day-to-day functioning of Academic activities of NBRC as mandated by UGC and any other work assigned by Director, NBRC.

### **Eligibility criteria:**

The Consultant (Academic) proposed for engagement should be well acquainted with the functioning of UGC. Minimum 12 years' experience in managing activities such as administration, admissions, examinations, evaluation etc. **OR** having 5 years' experience in related field in the GP of Rs. 7600/- or 8 years' experience in related field in Rs. 7600/- and Rs. 6600/- put together out of which two years' experience in GP 7600/- or 10 years' experience in related field in GP of Rs. 6600/- or equivalent in responsible capacity preferably in Scientific/ Research/ Training Institute/ University/ Autonomous Body under Central/ State Governments.

Knowledge of rules/ regulations relating to academic/ administrative activities, modern management practices and proficiency in the use of computers is required.

### **Type of appointment:**

The appointment will be purely on contract basis for a period of 1 year. Further continuation will be subject to review of requirement and performance. The appointment may be terminated by giving one months' notice without assigning any reason.

**Age:** Below 65 years of age

### **Terms of Payment**

Consolidated remuneration of Rs. 60,000/- to 90,000/- + Rs. 5000/- (Conveyance charges). The remuneration will be considered by the Competent Authority depending upon the qualifications and experience.

Application Fee (non-refundable) Rs. 500/- for General, Rs. 300/- for SC/ST/OBC/Women Candidates in the form of Demand Draft in favour of "Director, NBRC" payable at Gurgaon/ Manesar.

Interested candidates may apply in the attached proforma. Last date for receipt of completed application form is **03.07.2020**. Last date for candidates domiciled in North Eastern States, Andaman Nicobar Island, Lakshadweep, Jammu and Kashmir is **18.07.2020**.



Application No. -----  
(for official use only)

## NATIONAL BRAIN RESEARCH CENTRE

(Deemed to be University)

NH-8, Nainwal Road, Manesar- 122 052

Distt. Gurgaon, Haryana

Tel.: 0124 2845200, 201 and 208

Email: admin@nbrc.ac.in

### Application Form for Consultant

Please affix recent self  
attested passport size  
photograph here

Advertisement No. .... Dated. ....

Post applied for .....

Post Code

1. Name (in block letters) .....

2. Date of birth.....Age.....

3. Nationality .....

4. Sex: Male ☐ Female ☐ Other ☐

5. Address for communication .....  
in block letters with Postal Code .....

Email Id ..... Tel/Mobile No. ....

6. Permanent Address .....  
(In block letters with Postal Code) .....

Email Id ..... Tel/Mobile No. ....

7. Educational Qualifications

Examination passed	Name of the University/Board	School/ college attended	Division with percentage of marks obtained	Year of passing	Subject offered
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8. Professional/Technical Qualification

Examination passed	Name of the University/Board	School/ college attended	Division with percentage of marks obtained	Year of passing	Subject offered
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9. Experience

Employer's Name and Address	Designation	Scale of pay	Basic pay	Total emoluments	Length of experience from...to...	Nature of work
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10. Any other information you would like to provide .....

**DECLARATION:**

I \_\_\_\_\_ hereby declare that the statements made in this application are true, complete and correct to the best of my knowledge and belief and in the event of the information being found false or incorrect or any ineligibility being detected before or after the selection, my candidature is liable to be cancelled and action initiated against me as per the law, and rules and regulations.

Place.....

Date.....

Signature of Applicant

Name of Applicant:

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