

**GOVERNMENT OF INDIA  
MINISTRY OF HEALTH AND FAMILY WELFARE  
DIRECTORATE GENERAL OF HEALTH SERVICES  
NATIONAL TOBACCO TESTING LABORATORY  
OFFICE OF THE REGIONAL DRUGS TESTING LABORATORY  
SIX MILE, GUWAHATI-781022  
Ph. 0361-2338555, Fax: 0361-2911108  
Email: dirnttl.gwh-mohfw@gov.in**

No. NTTL/Ghy/Esstt/01/Part-IV/2023-24/

Dated:

**RECRUITMENT OF STAFF FOR NATIONAL TOBACCO TESTING  
LABORATORY (NTTL), GUWAHATI**

The Director, National Tobacco Testing Laboratory, Guwahati invites applications from eligible candidates for the following contractual posts within thirty days of the publication of this advertisement in the Employment News:

| Sr. No. | Designation                  | No. to be engaged | Max. age limit (years)<br>(as on date of publication in employment News) | Consolidated emoluments monthly (in INR) |
|---------|------------------------------|-------------------|--|--|
| 1       | Senior Scientific Officer-II | 1                 | 45   | 60,000/-                                 |
| 2       | Accounts Assistant           | 1                 | 35   | 34,000/-                                 |

**ToRs for the various Posts:**

1. **Senior Scientific Officer-II** (One Post)

**Qualification:**

- **Essential:** M.Sc. in Chemistry / Biochemistry / Pharmaceutical Chemistry/Sciences or M.Pharm with five years research experience.
- **Desirable:** 3 years research experience in natural products/synthesis/analysis of organic compounds/bio-chemical/pharmaceuticals sciences.

**Job description:** To work on advanced analytical equipment's and protocols for tobacco products analysis.

2. **Accounts Assistant** (One Post)


**Qualification:**

- **Essential:** B.Com/BA with Commerce/Accounts with proficiency/knowledge of using Tally with two years experience of handling accounts.
- **Desirable:** Experience of maintaining accounts/project.

**Job description:** To assist in maintenance of administrative project details/accounts.

Eligible candidates shall be required to submit separate application for each post to be applied in prescribed format annexed with self-attested photo copies of certificates of qualifications and experience to the Director, National Tobacco Testing Laboratory, Guwahati, O/o Regional Drugs Testing Laboratory, DGHS, MoHFW, Govt. of India,

Six Mile, Guwahati-781022 within 30 days from the date of publication of this advertisement in the Employment News. **“Application for the Post of Senior Scientific Officer-II & Accounts Assistant”** should be written on the top of the envelop. Application received after the stipulated time will not be entertained. All original documents must be brought for verification at the time of interview, if invited. No TA/DA will be paid for attending the interviews for the job applied for. After scrutiny of applications, candidates will be shortlisted for interview. The date & venue of interview shall be communicated to shortlisted candidates separately. Only shortlisted candidates will be called for interview in due course of time.



Directorin-charge  
National Tobacco Testing Laboratory,  
Guwahati

## APPLICATION FORM

To be filled by office only  
Name of the post: \_\_\_\_\_

Paste your recent  
passport size  
photograph duly  
self attested

**Post applied for:** \_\_\_\_\_

1. Name of the Applicant: \_\_\_\_\_

2. Father's/Husband's Name: \_\_\_\_\_

3. Date of Birth: \_\_\_\_\_

4. Gender (M/F): \_\_\_\_\_ 5. Marital Status: \_\_\_\_\_ 6. Nationality: \_\_\_\_\_

7. Correspondence Address: \_\_\_\_\_

8. Contact Number (Res): \_\_\_\_\_ (Mob): \_\_\_\_\_

9. Email ID: \_\_\_\_\_

10. Category (SC/ST/OBC/EWS/GEN): \_\_\_\_\_ 11. Whether Physically Handicapped (YES/NO): \_\_\_\_\_

12. Educational Qualification:

| S. No. | Academic/Professional Qualification | Name of Institution | Board/University | Course Duration & Year of Passing | Division/Grade/% of Marks |
|--------|-------------------------------------|---------------------|------------------|-----------------------------------|---------------------------|
|        |                                     |                     |                  |                                   |                           |



## 13. Experience:

| S. No. | Post held | Part time/Contract/ Ad-hoc/Regular/Temp/Pmt. | Name of Institution/Employer | From-----to | Field of Experience | Salary drawn |
|--------|-----------|--|------------------------------|-------------|---------------------|--------------|
|        |           |  |                              |             |                     |              |

14. Nature of duties in different organization during professional/Research experience:

15. Research papers/review published along with impact factor:

16. Conference/poster presentation/oral presentation etc. attended:

17. Award of any Research Work from National and International organization:

18. Training / Short Course attended:

19. Award and / or Outstanding Achievements:

20. Documents to be enclosed:

- a. Degree/Diploma/Certificate ( )
- b. Experience Certificate ( )
- c. Age Proof ( )
- d. Any Other ( )
- e. 1<sup>st</sup> page of research paper/review paper published.

21. Undertaking:

I hereby declare that all the information given above is true to the best of my knowledge. If any of the above information is found to be incorrect at a later stage, I shall be liable to be disqualified/terminated from the service.

Date:.....

Place:.....

Signature of the Applicant