

**DEPARTMENT OF BOTANY**  
**PANJAB UNIVERSITY, CHANDIGARH**

**Ref. No. Bot/21/1117**

**Dated: 05/07/2021**

**Advertisement**

Application on plain paper along with attested copies of certificates/testimonials are invited from the in-service employees of Panjab University Chandigarh for **01 (One) vacant post of Junior Technician (G-III)** in the Department of Botany by following the procedure under clause 2.5 approved by the syndicate at its meeting held on 23.01.1998 (Paragraph 13) i.e. by notifying the posts to all the Departments/Institutions in the Panjab University with the prescribed qualification and experience.

**Pay Scale:**

Rs. 10300-34800+Grade pay Rs. 3800/- (with initials pay of Rs. 14590/-) plus all allowances as admissible under the university rules.

**Requisite Qualifications & Experience:**

- The person who possess the qualification 10th + 3 year diploma or Graduate in Science and having 6 years experience in G-IV are eligible for applying for the post of G-III under clause 2.4 and Clause 2.5 approved by syndicate.
- 8 years experience for those persons who are Matric with Science or XII Class with Science, pass as prescribed by the senate for G-IV posts.
- 15 years experience in Group IV for those persons who are under Matric, i.e. don't have the qualifications prescribed by the syndicate/Senate for Group IV.
- The person working on Ex-Cadre/isolated posts in the teaching departments against the post of Lab. & Technical Cadre and having the grade pay equal to or more than Rs. 3200/- but less than Rs. 3800/- are also eligible and their experience will be considered as that of G-IV post, subject to the condition that the applicant should fulfil the qualifications, work experience and job requirements of the department.

**Job Requirements:**

1. To keep the laboratories neat and clean fully functional.
2. Experience of preparation of culture/materials in the laboratories for class work and research work.
3. Knowledge of computer and maintenance of Herbarium and Museum.
4. To undertake field collection for procurement of class work material.
5. Knowledge of procuring equipment as well as other regular department requirements.
6. Processing and Auditing of Purchase and maintain the records of accounts of the department.
7. Any other responsibilities/ duties assigned by the chairperson.

The application with complete biodata (alongwith copies of educational qualifications and experience, etc.) duly forwarded by the Chairperson/ Director of the concerned Department/Institute should reach the office of the Chairperson of Department of Botany, Panjab University, Chandigarh **by 20.07.2021 (5.00 P.M.)** Incomplete applications and those received after the last date will not be entertained.

**(Prof. Daizy Rani)**  
**Chairperson**

**Issued to the following for information and necessary action (For display on the Notice Board):**

- 1) All teaching and Non-Teaching departments
- 2) SVC
- 3) DUI Office
- 4) DSW Office
- 5) Registrar Office
- 6) Chief of University Security, PU, Chandigarh.
- 7) Director, Department of Law, P.U. REGIONAL Centre, Muktsar.
- 8) P.U. Rural Centre Kauni, Muktsar
- 9) P.U. Regional Centre, Civil Line, Ludhiana
- 10) PUSSG Regional Centre, Bajwara, Distt. Hoshiarpur

**Copy to: The Director, Computer Centre with a request to upload the said Notice on the P.U. Website.**