

भारतसरकार, रक्षाभंत्रालय, रक्षाअनुसंधानएवंविकाससंगठन

रक्षाजैवऊर्जाअनुसंधानसंस्थान

गोरापडाव, पत्रालय-अर्जुनपुर, हल्दवानी

जिला-नैनीताल (उत्तराखंड)-२६३१३९

दूरभाष: ०५९४६-२३२५३२, २३२८००, फ़ैक्स: २३२७१९

ईमेल: director.diber@gov.in

सभीपत्रादिकेंद्र प्रमुखकोहीसंबोधितहोनेचाहिए।



ISO 9001:2015

Govt of India, Ministry of Defence, Defence R&D Organisation

Defence Institute of Bio-Energy Research (DIBER)

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DIBER/A/SEC/2023

Dated: 9/6/23

To  
**Directorate General Resettlement**  
West Block-IV, Rama Krishna Puram,  
New Delhi - 110066

Kind Attn: Nodal officer for Vacancies /Appointments

Sir

1. Defence Institute of Bio-Energy Research (DIBER) is one of the premier laboratories under the aegis of DRDO.
2. The institute is committed to develop off-grid energy solutions for high altitude remote international border locations.
3. To fulfill the commitment, it is imperative to utilize the expertise and proficiency of our Ex-servicemen.
4. Hence, DIBER is recruiting Ex-servicemen having acumen in various technical and administrative disciplines through contract basis. The details are given in Annexure-A.
5. To seek administrative approval from higher authorities and cost evaluation for the contract, it is requested to forward the DGR sanctioned emolument rates and additional benefits authorized by DGR.
6. Requesting for early and necessary action.

With Regards

Merwyn

Scientist-D

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**Appendix-A**

**DETAILS OF JOB - Technical Assistant-Supervisor (Electrical/Electronics)**

1.	* Employment Type (Regular/ Contract/ Part Time)	Contract
2.	* Name of the post:	Technical Assistant-Supervisor
3.	* Job Function:	a) Supervising all technical activities related to projects. b) Inventory maintenance
3.	* Additional Job Information:	a) Monitoring and execution of technical activities in various R&D projects b) Monitoring and ensuring periodical servicing and maintenance of various electrical and mechanical machinery/appliances.
4.	* No. of Vacancies (in figures):	05
5.	* Level/ Post:	Ex-servicemen (EME branch/signals branch) from Indian Armed Forces who has held appointment in the rank of Subedar Major (SM), Subedar Adjutant (SA), Battalion Havaldar Major (BHM). Company Havaldar Major (CHM). Company Quarter Master Havaldar (CQMH) or equivalent or equivalent in IAF and Indian Navy
6.	* Qualification required: Essential/ Desired	Working knowledge of computer and industrial electrical (Generators etc)
7.	* Work experience required (in years):	Not mandatory
8.	* Age range (in years):	Upper age limit 55 Years
9.	* Location of Job:	Haldwani
10.	* Salary range per month	As per DGR Rates
11.	* Additional Benefits offered:	As per DGR Norms

**DETAILS OF JOB - Technical Assistant-Supervisor (Administration)**

1.	* Employment Type (Regular/ Contract/ Part Time)	Contract
2.	* Name of the post:	Technical Assistant-Supervisor
3.	* Job Function:	a) Supervising all administrative activities related to projects. b) Inventory management
3.	* Additional Job Information:	a) Monitoring and executing various administrative activities related to projects including drafting and communication of project related letters.
4.	* No. of Vacancies (in figures):	05
5.	* Level/ Post:	Ex-servicemen from Indian Armed Forces who has held appointment in the rank of Subedar Major (SM), Subedar Adjutant (SA), Battalion Havaldar Major (BHM). Company Havaldar Major (CHM). Company Quarter Master Havaldar (CQMH) or equivalent or equivalent in IAF and Indian Navy
	* Qualification required: Essential/ Desired	Working knowledge of computer and letter drafting skills
7.	* Work experience required (in years):	Not mandatory
8.	* Age range (in years):	Upper age limit 55 Years
9.	* Location of Job:	Haldwani
10	* Salary range per month	As per DGR Rates
11	* Additional Benefits offered:	As per DGR Norms

**DETAILS OF JOB - Project Assistant (Mechanical)**

1.	* Employment Type (Regular/ Contract/ Part Time)	Contract
2.	* Name of the post:	Project assistant (Mechanical)
3.	* Job Function:	a) Operation and maintenance of common industrial machinery and vehicles
3.	* Additional Job Information:	a) Execution of technical activities in various R&D projects. b) Periodical servicing and maintenance of various machinery.
4.	* No. of Vacancies (in figures):	10
5.	* Level/ Post:	Ex-servicemen from EME branch of Indian Armed Forces retired as Lance naik/ Havildar/ Subaidar or equivalent in IAF and Indian Navy
6.	* Qualification required: Essential/ Desired	Working knowledge of computer
7.	* Work experience required (in years):	Not mandatory
8.	* Age range (in years):	Upper age limit 55 Years
9.	* Location of Job:	Haldwani – 08 nos Auli (High Altitude) – 02 Nos
10	* Salary range per month	As per DGR Rates
11	* Additional Benefits offered:	As per DGR Norms

**DETAILS OF JOB - Project Assistant (Electrical and Electronics)**

1.	* Employment Type (Regular/ Contract/ Part Time)	Contract
2.	* Name of the post:	Project assistant (Electrical and Electronics))
3.	* Job Function:	a) Maintenance of electronic machinery including electrical and electronic appliances, Power generators, Inverters, UPS, computer networks, PCs, printers and common IT equipment's.
3.	* Additional Job Information:	a) Maintenance and repairing, electronic and electrical machinery, computers, UPS, Printers etc
4.	* No. of Vacancies (in figures):	03
5.	* Level/ Post:	Ex-servicemen from Signals branch of Indian Armed Forces retired as Lance naik/ Havildar/ Subaidar or equivalent in IAF and Indian Navy
6.	* Qualification required: Essential/ Desired	Working knowledge of computer and maintainance
7.	* Work experience required (in years):	Not mandatory
8.	* Age range (in years):	Upper age limit 55 Years
9.	* Location of Job:	Haldwani – 02 nos Auli (High Altitude) – 01 Nos
10.	* Salary range per month	As per DGR Rates
11.	* Additional Benefits offered:	As per DGR Norms

### **DETAILS OF JOB - Administrative Assistant**

1.	* Employment Type (Regular/ Contract/ Part Time)	Contract
2.	* Name of the post:	Administrative Assistant
3.	* Job Function:	a) Maintenance of files, and Ledgers related to R&D projects. b) Maintenance of Accounts related to R&D projects.
3.	* Additional Job Information:	a) Execution of activities related to admin and stores
4.	* No. of Vacancies (in figures):	10
5.	* Level/ Post:	Ex-servicemen from Indian Armed Forces, who has held appointment as Head Clerk, worked in 'G'Branch, 'A' Branch, 'Q'. Branch or PRI Branch or equivalent in IAF and Indian Navy
6.	* Qualification required: Essential/ Desired	Working knowledge of computer
7.	* Work experience required (in years):	Not mandatory
8.	* Age range (in years):	Upper age limit 55 Years
9.	* Location of Job:	Haldwani – 06 nos Auli (High Altitude) – 02 Nos Pithoragarh - 02
10.	* Salary range per month	As per DGR Rates
11.	* Additional Benefits offered:	As per DGR Norms

### **DETAILS OF PRINCIPAL EMPLOYER**

1.	* Name of the Organisation	Defence Institute of Bio Energy Research (DIBER-DRDO)
2.	* Industry dealing in:	R&D
3.	* Company's full postal address including Pin	DIBER, Goraparao, Arjunpur PO. Haldwani-263139 Uttarakhand
4.	* Details of the contact person	Name: S.Merwyn Designation: Scientist-D Contact No.: 9758240515 E-mail:merwyn.diber@gov.in