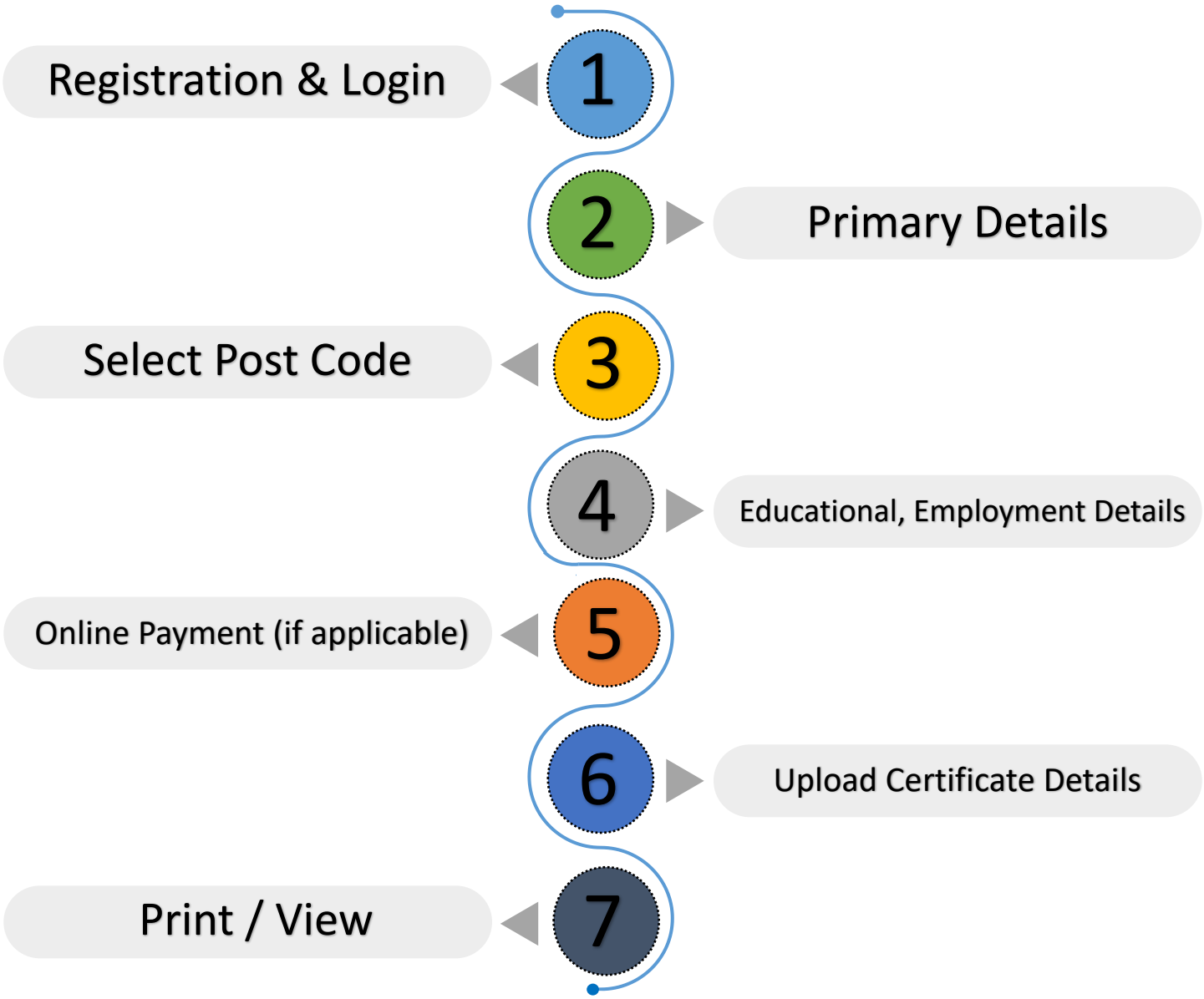
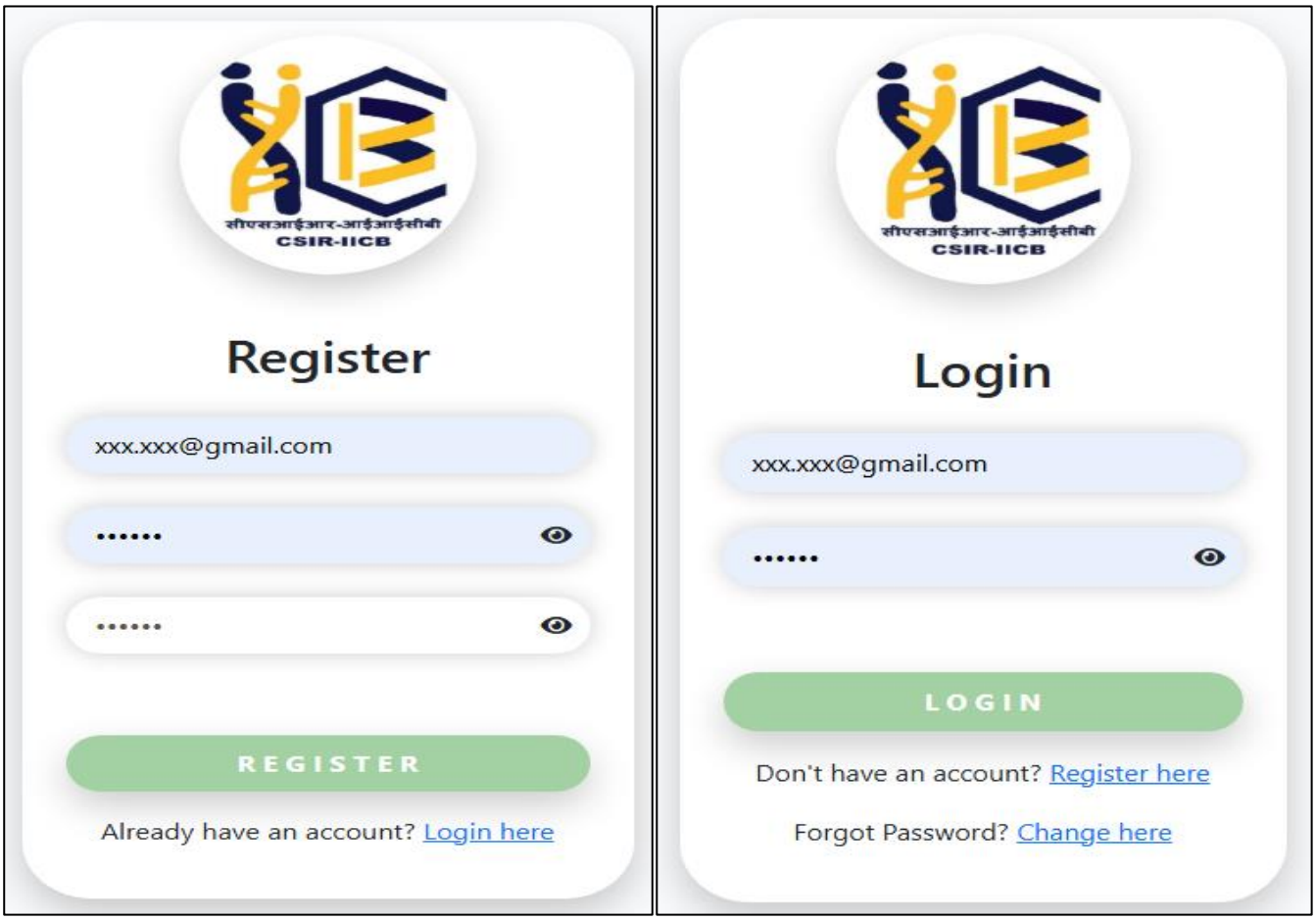
সি এস আই আর - ভারতীয় রাসায়নিক জীববিজ্ঞান সংস্থা
सी एस आई आर - भारतीय रासायनिक जीवविज्ञान संस्थान
CSIR - Indian Institute of Chemical Biology

Recruitment for the Positions of Multi Tasking Staff
IICB ADVERTISEMENT NO.: R&C/615/2026

STEPS FOR ONLINE APPLICATION



Step1: Registration & Login



Step2: Primary Details

Name as per SSC / 10th certificate	Name
Name(Ever changed)	No
Father's Name	Father's Name
Mother's Name	Mother's Name
Date of Birth DOB as recorded in the Matriculation/ 10th standard. Document for Age Proof need to be uploaded in the online application	dd-mm-yyyy
Age	age As on 04-04-2026
Place of Birth	Place of Birth
Citizenship	Indian
Gender	Select
Person with Benchmark Disability (PwBD) (with disability of 40% or more) Disability Certificate from Competent Authority, as per the specified proforma of GOI, needed to be enclosed in case of PwBD	Select
Category SC/ST/OBC(NCL)/EWS Certificate in Central government format from competent authority needed to be enclosed	Select
Photo Identity card number (AADHAAR) (optional)	
Are you Ex-Servicemen?	Select
Length of service in Armed Forces	Years Months Days

Are you a regular or permanent employee of a government/Autonomous/Semi Government organization/Public Sector Undertaking?	Select
If yes, furnish details of the organization, post held, and date of joining	
Are you CSIR Employee?	Select
If yes, the name of Institute / lab & Designation	
Marital Status	Select
Are you staying abroad	Select
If yes, Country name	

Address of Correspondence:

house no/streetno | city | District

Select State | Pincode

☐ Copy correspondence address into permanent address

Address of Permanent:

house no/streetno | city | District

Select State | Pincode

Email id	xxx.xxx@gmail.com
Secondary Email id	Secondary Email id
Mobile Number	+91 Mobile Number
Alternative Mobile Number	+91 Alternative Mobile Numt
Any relative in CSIR (If Yes pl. give name,post,Lab/Instt. of posting, Relationship)	No

Name of relative	Post	Lab/Instt.	Relationship

Submit Logout

Status of Application for the post(s)

Primary Details	Submitted (view)
Post Type:	-- Select Post --
Post Code:	-- Select Post Code --
	submit

Registration No	Post Code	Educational and Employment details	Online Payment	Upload Certificate and Payment Details	Print/View

Primary details successfully Submitted

Logout

Step3: Select Post Code

Status of Application for the post(s)

Primary Details	Submitted (view)
Post Type:	-- Select Post --
	-- Select Post --
	Multi-Tasking Staff
Post Code:	-- Select Post Code --
	submit

Registration No	Post Code	Educational and Employment details	Online Payment	Upload Certificate and Payment Details	Print/View

Logout

Status of Application for the post(s)

Primary Details	Submitted (view)
Post Type:	Multi-Tasking Staff
Post Code:	-- Select Code --
	-- Select Code --
	6152601

Registration No	Post Code	Educational and Employment details	Online Payment	Upload Certificate and Payment Details	Print/View

Logout

Status of Application for the post(s)

Primary Details	Submitted (view)
Post Type:	-- Select Post --
Post Code:	-- Select Post Code --
	submit

Registration No	Post Code	Educational and Employment details	Online Payment	Upload Certificate and Payment Details	Print/View
	6152601	Click Here	Online Payment	Click Here	Incomplete Application

Post Code Applied

Logout

Step4: Educational and Employment Details

Post Code:**6152601**

EDUCATIONAL QUALIFICATION

Note:Educational qualification document (or its equivalent manuscript), along with the CGPA/SGPA-to-percentage conversion manuscript issued by the competent authority, must be uploaded compulsorily.

Under Educational Qualifications, please upload the relevant certificate(s) in PDF format only (maximum file size 3MB).

S.NO.	Qualification	University/Board	Subjects Studied	% of Marks CGPA / SGPA must be converted into percentages	Date of Passing (DD-MM-YYYY)	Remarks (1st/2nd Class, 1st Class with Distinction, University top etc)	Mode of study	Upload Certificate
1	10/SSC	Select			dd-mm-yyyy		select	Choose File No file chosen
2	10 + 2 / XII / Diploma				dd-mm-yyyy		select	Choose File No file chosen
3	UG				dd-mm-yyyy		select	Choose File No file chosen
4	PG				dd-mm-yyyy		select	Choose File No file chosen
5	other				dd-mm-yyyy		select	Choose File No file chosen
6	other				dd-mm-yyyy		select	Choose File No file chosen

DETAILS OF EXPERIENCE

Note: In case of still working, select application closing date (04-04-2026) in date of leaving field.

Note: Experience must follow Chronological Order (Old to New)

Type of Organization	Name of the Organization	Position Held	Period of Service		Nature of Work	Remuneration	
			From	To			
select			dd-mm-yy	dd-mm-			Delete

Add Row

The above given details are true.

Submit Logout Main

Status of Application for the post(s)

Primary Details	Submitted (view)
Post Type:	-- Select Post --
Post Code:	-- Select Post Code --
	submit

Registration No	Post Code	Educational and Employment details	Online Payment	Upload Certificate and Payment Details	Print/View
[redacted]	6152601	Submitted	Online Payment	Click Here	Incomplete Application

Education & Employee details successfully Submitted for the postcode6152601

Logout

Step5: Online Payment (if applicable)

Status of Application for the post(s)

Primary Details	Submitted (view)
Post Type:	-- Select Post --
Post Code:	-- Select Post Code --
	submit

Registration No	Post Code	Educational and Employment details	Online Payment	Upload Certificate and Payment Details	Print/View
[redacted]	6152601	Submitted	Online Payment	Click Here	Incomplete Application

Logout

SBI

SB Collect

HOME TRANSACTION HISTORY FAQ'S CUSTOMER SUPPORT

Payment Progress

Select Payee → Enter Payment Details → Verify Payment Details → Complete Payment → Print Receipt

Select Payee

Category: Universities, Colleges Including Autonomous bodies such as IIT, NIT, AIIMS, NIPER, Deemed universities, Public Universities etc. recognized by UGC,vocational Schools, trade Schools etc.

Search for Universities, Colleges Including Autonomous bodies such as IIT, NIT, AIIMS, NIPER, Deemed universities, Public Univer

Filter by State -- Select --

Name of Universities, Colleges Including Autonomous bodies such as IIT, NIT, AIIMS, NIPER, Deemed universities, Public Universities etc. recognized by UGC,vocational Schools, trade Schools etc.	State
INDIAN INSTITUTE OF CHEMICAL BIOLOGY	All India
INDIAN INSTITUTE OF CHEMICAL BIOLOGY	West Bengal

Showing 1 to 2 of 2 entries

‹ 1 ›

Back

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Candidates are required to pay application fees of Rs. 500/-. The non-refundable application fees of Rs.500/- wherever applicable, may be deposited through SBI Collect. Bank Transaction charges for Payment of application fees/intimation charges will have to be borne by the candidate. The link to pay online will be available on CSIR-IICB website / online recruitment portal. Scanned copy of e-receipt / challan must be uploaded with the online application through the portal. Applications without the prescribed fee (wherever applicable) would not be considered and summarily rejected.

Steps to Pay the Application Fee (Rs. 500/-)

1. Visit the SBI Collect portal: https://onlinesbi.sbi.bank.in/sbicollect/icollecthome.htm?corpID=377320
2. You will be redirected to the SBI Collect page, then select: INDIAN INSTITUTE OF CHEMICAL BIOLOGY (West Bengal).
3. Under the payment category, select Application Fee MTS from the dropdown menu.
4. Fill in the required details carefully: o Application / Registration Number o Applicant's Name o Mobile Number o Any other mandatory details as displayed
5. Complete the payment of Rs. 500/- by following the on-screen instructions.
6. After successful payment, download and save the e-receipt or payment confirmation for future reference. The payment details must also be entered in the application form, and the e-receipt must be uploaded in the document upload section, wherever applicable.
7. The candidates belonging to SC/ST/PwBD/Women/Ex-Servicemen category are exempted from submission of application fee.

Step6: Upload Certificate Details

Certificates upload for 6152601

Photo:

Please add your recent passport photograph. check the space before submitting.

(PHOTO Maximum Size should be 100 KB)

Choose File No file chosen

Signature:

Please Attach your Signature, check this space before submitting

(SIGNATURE Maximum Size should be 50 KB)

Choose File No file chosen

a.Proof of Date of Birth (Only Matriculation/Secondary Examination Marksheet/ Certificate or Admit Card (with date of birth clearly mentioned) as age proof of Date of BirthOnly Matriculation/Secondary Examination Marksheet/ Certificate or Admit Card (with date of birth clearly mentioned) as age proof of Date of Birth)	Choose File No file chosen
b.Caste/Category(wherever applicable) in the prescribed format	Choose File No file chosen
c.Name change certificate (wherever applicable)	Choose File No file chosen
d.No Objection Certificate (wherever applicable) in the prescribed format	Choose File No file chosen
e. Ex-servicemen- (wherever applicable) relevant certificates/full discharge book	Choose File No file chosen
f.PwBD certicate (wherever applicable) along with the necessary Annexures in the prescribed format	Choose File No file chosen
g.Acknowledgement of the Application Fees paid (wherever applicable)	Choose File No file chosen
UTR (Unique Transaction Reference):	UTR (Unique Transaction Reference)
Transaction Date	dd-mm-yyyy
h.Any Relevent Document	Choose File No file chosen

☐ I, hereby, declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief and in the event of any information being found false or incorrect or any ineligibility being detected before or after the selection/appointment, my candidature is liable to be cancelled and action can be initiated against me.

Submit Logout Main

Status of Application for the post(s)

Primary Details	Submitted (view)
Post Type:	-- Select Post --
Post Code:	-- Select Post Code --
	submit

Registration No	Post Code	Educational and Employment details	Online Payment	Upload Certificate and Payment Details	Print/View
[redacted]	6152601	Submitted	Done	Submitted	**Print/View**

Application Successfully Submitted for the Postcode: 6152601

Upload Certificates details successfully Submitted for Postcode6152601

Logout

After successful registration, the candidate has to login using the credentials and fill up the primary registration details. After filling-up the primary details, the candidate can verify / edit the primary details to ensure that the application is complete and correct in all respect. Primary details once submitted cannot be changed further. After submitting the primary details, candidate can select the post code(s) and apply for the post(s) he/she is eligible for through the online application portal. After selecting the post, applicant can fill up the Educational & employment details and upload all the relevant certificates. The candidate can verify the online application before final submission to ensure that the application is complete and correct in all respect. Payment of application fees (wherever applicable) should be made through the link provided and upload the proof of the same. After finalizing, candidate shall upload all the relevant supporting documents and submit the online application form.

Checklist of Documents which are compulsorily to be uploaded with the online Application:

(i) The printed copy of State Bank Collect e-receipt/ Transaction reference for the application fee of Rs.500/- (wherever applicable).
(ii) Latest passport size colour photograph uploaded at appropriate place.
(iii) The signature of the candidate is uploaded at an appropriate place.
(iv) Copy of SSC/10th Standard or equivalent marksheet/certificate indicating date of birth or School leaving certificate indicating Date of Birth in support of Name and Date of Birth.
(v) Copy of Gazette Notification/Affidavit from appropriate authority in support of change of name/mismatch in name/variation in name of candidate/parents (if applicable).
(vi) Copy of educational certificate(s) and/or marksheet(s) supporting the essential qualifications and any higher qualifications.
(vii) Copy of relevant experience certificate (s), if any.
(viii) Copy of Scheduled Caste/ Scheduled Tribe/Other Backward Class (Non-Creamy Layer)/Economically Weaker Section/PwBD certificate(s) in the prescribed Government of India (GoI) format issued by the specified authority, if applicable.
(ix) Copy of the 'Form of Declaration' from OBC (Non-Creamy Layer) candidates, supporting their claim in the application that they do not belong to the OBC (Creamy Layer) category based on income for the immediately preceding three financial years (in addition to the community certificate).
(x) Copy of the 'No Objection Certificate' (NOC) from the employer for candidates currently working as regular/permanent employees in CSIR/Government Organizations/ Autonomous Bodies / Statutory Bodies/ Universities/ PSUs etc.
(xi) Any other relevant certificates in support of the claim(s) made in the application, as applicable.

Note 1: The documents/ certificates uploaded must be legible.
Note 2: Applications without the required documents(s) will be considered incomplete and will be summarily rejected.
Note 3: Candidates will be asked to bring the documents in original along with self-attested photocopies at an appropriate time.
Note 4: The decision of the Appointing Authority in all matters relating to eligibility, acceptance or rejection of applications to conduct
Typing/Written examination will be final and binding on the candidates.

Step7: Print/View

Status of Application for the post(s)

Primary Details	Submitted (view)
Post Type:	-- Select Post --
Post Code:	-- Select Post Code --
	submit

Registration No	Post Code	Educational and Employment details	Online Payment	Upload Certificate and Payment Details	Print/View
	6152601	Submitted	Done	Submitted	Print/View

Application Successfully Submitted for the Postcode: 6152601

Logout

Print/View is only visible after submitting the Educational and Employment Details, Payment Details, Upload Certificate Details.