PUNJAB BIOTECHNOLOGY INCUBATOR

(Department of Science, Technology & Environment, GoP)

Knowledge City, Sector – 81, SAS Nagar (Mohali), Punjab - 140306

E-mail : rectt.pbti@gmail.com, Website: **pbtilabs.punjab.gov.in**

Advt. No. PBTI/2026/PS/02

Punjab Biotechnology Incubator (PBTI), under the Department of Science, Technology & Environment, Government of Punjab (GoP), is the nodal agency for the development and promotion of Biotechnology Sector in Punjab, providing startup support ecosystem, NABL-accredited analytical services, contractual research, skill development and advisory services.

PBTI invites applications for following posts through direct recruitment purely on contractual basis for a period of 5 years, extendable as per requirement of PBTI.

Sr No			**NON TECHNICAL POST**
1.	a)	Post	**Administrative cum Finance & Accounts Officer - UR**
	b)	Pay Level as per 7th CPC	Level - 8
	c)	Monthly Initial Pay as per 7th CPC	47600/-
	d)	Age Limit	50 years or below
	e)	No. of Posts	01(One)
	f)	Category	Unreserved
	g)	Eligibility criteria	**Essential:** M.Com with minimum 10 years of experience in Accounts, Finance & Administration OR MBA (Finance)/ C.A. (inter) with minimum 7 years' experience in Public Sector Undertaking / Industry etc. OR qualified SAS. Candidate must have passed Matriculation examination with Punjabi as one of the compulsory or elective subjects or any other equivalent examination in Punjabi language. **Desirable:** Preference will be given to persons who are well versed in computerized Accounting & Computer Applications in Administration. **Job Description:** The incumbent will execute and monitor the Finance, Account & Administration of the Biotechnology Incubator. Will be responsible for formulation of Plans, Budget and Personnel Policies and liaise with Banks, Govt. Department, Personnel at all levels. Execute the

			financial and personnel policies in a dynamic and growth-oriented manner. Develop high degree of motivation and commitment in the organization. Monitor Project fund/ Sponsored by the State / Central Govt.
	h)	Selection Process	• **Written Test** (Minimum Qualifying marks 50%): 60% Weightage • **Additional Relevant Experience**: 15% weightage. • **Marks for Desirable Qualification and job Requirements**: 10% weightage. • **Interview/ Interaction/ Presentation** :15% Weightage.
		TECHNICAL POSTS	
1	a)	Post	**Assistant Scientific Officer (Analytical/Instrumentation)- UR**
	b)	Pay Level as per 7th CPC	Level -8
	c)	Monthly Initial Pay as per 7th CPC	47600/-
	d)	Age Limit	18 - 37 years
	e)	No. of Posts	01(One)
	f)	Category	Unreserved
	g)	Eligibility criteria	**Essential:** 1st class Master Degree in Basic / Life / Environmental Sciences / Food Sciences OR 1st Class B.Tech or equivalent in Biotechnology / Food Technology / Dairy Technology OR 1st Class B. Pharma from a recognized University / institute with at least 3 (three) years analytical experience in the relevant field after essential qualification Candidate must have passed Matriculation examination with Punjabi as one of the compulsory or elective subjects or any other equivalent examination in Punjabi language. **Desirable:** Hands on experience of chromatographic, spectroscopic/ spectrometric analysis etc. Experience of working with national / international testing & certification laboratories /organizations. Knowledge of national / international laboratory quality management systems and standards for quality testing. The candidate qualified as food analyst by FSSAI would be given preference. **Job Description:** The incumbent would be responsible for analysis of agri / food & allied products / environmental monitoring etc.

	h)	Selection Process	• **Written Test** (Minimum Qualifying marks 50%): 60% Weightage • **Additional Relevant Experience**:15% weightage. • **Marks for Desirable Qualification and job Requirements**: 10% weightage. **Interview/ Interaction/ Presentation** :15% Weightage
2.	a)	Post	**Junior Scientific Officer (Analytical/Instrumentation) -UR**
	b)	Pay Level as per 7th CPC	Level -6
	c)	Monthly Initial Pay as per 7th CPC	35400/-
	d)	Age Limit	18 - 37 years
	e)	No. of Posts	01(One)
	f)	Category	Unreserved
	g)	Eligibility criteria	**Essential:** 1st class Master Degree in Basic / Life / Environmental Sciences / Food Sciences OR 1st Class B. Tech or equivalent in Biotechnology / Food Technology / Dairy Technology OR 1st Class B. Pharma from a recognized University / institute with at least 2 (two)years analytical experience in the relevant field after essential qualification Candidate must have passed Matriculation examination with Punjabi as one of the compulsory or elective subjects or any other equivalent examination in Punjabi language. **Desirable:** Hands on experience of chromatographic, spectroscopic/ spectrometric analysis etc. Experience of working with national / international testing & certification laboratories /organizations. Knowledge of national / international laboratory quality management systems and standards for quality testing. The candidate qualified as food analyst by FSSAI would be given preference **Job Description** The incumbent would be responsible for analysis of agri / food & allied products / monitoring etc.
	h)	Selection Process	• **Written Test** (Minimum Qualifying marks 50%): 75% Weightage • **Additional Relevant Experience**:15% weightage.

			• **Marks for Desirable Qualification and job Requirements**: 10% weightage.
3	a)	Post	**Scientific Assistant (Analytical/Instrumentation**) - **UR**
	b)	Pay Level as per 7th CPC	Level-5
	c)	Monthly Initial Pay as per 7th CPC	29200/-
	d)	Age Limit	18 - 37 years
	e)	No. of Posts	01(One)
	f)	Category	Unreserved
	g)	Eligibility criteria	**Essential:** 1st class Master Degree in Basic / Life / Environmental Sciences / Food Sciences OR 1st Class B.Tech or equivalent in Biotechnology / Food Technology / Dairy Technology OR 1st Class B. Pharma from a recognized University / institute with at least 1 (one) year analytical experience in the relevant field after essential qualification. Candidate must have passed Matriculation examination with Punjabi as one of the compulsory or elective subjects or any other equivalent examination in Punjabi language; with minimum 50% marks. **Desirable:** Hands on experience of chromatographic, spectroscopic/ spectrometric analysis etc. Experience of working with national / international testing & certification laboratories /organizations. Knowledge of national / international laboratory quality management systems and standards for quality testing. The candidate qualified as food analyst by FSSAI would be given preference **Job Description** The incumbent would be responsible for analysis of agri / food & allied products / environmental monitoring etc.
	h)	Selection Process	• **Written Test** (Minimum Qualifying marks 50%): 75% Weightage • **Additional Relevant Experience**:15% weightage. • **Marks for Desirable Qualification and job Requirements**: 10% weightage.
4	a)	Post	**Scientific Assistant (KUC) - UR**

	b)	Pay Level as per 7th CPC	Level-5
	c)	Monthly Initial Pay as per 7th CPC	29200/-
	d)	Age Limit	18 - 37 years
	e)	No. of Posts	01(One)
	f)	Category	Unreserved
	g)	Eligibility criteria	**Essential:** 1st class Master Degree in Basic / Life / Environmental Sciences / Food Sciences OR 1st Class B.Tech or equivalent in Biotechnology / Food Technology / Dairy Technology OR 1st Class B. Pharma from a recognized University / institute with at least 1 (one) year experience in relevant field after essential qualification. Candidate must have passed Matriculation examination with Punjabi as one of the compulsory or elective subjects or any other equivalent examination in Punjabi language; with minimum 50% marks. **Desirable:** Experience of organizing scientific events such as trainings, internships, conferences, seminars, skill courses etc. and Science Communication **Job Description** The incumbent would be responsible for managing and promoting Knowledge & Up skilling Center and organizing trainings, internships, conferences, seminars, skill courses etc.
	h))	Selection Process	• **Written Test** (Minimum Qualifying marks 50%): 75% Weightage • **Additional Relevant Experience**:15% weightage. • **Marks for Desirable Qualification and job Requirements**: 10% weightage.
5.	a)	Post	**Scientific Assistant - UR**
	b)	Pay Level as per 7th CPC	Level-5
	c)	Monthly Initial Pay as per 7th CPC	29200/-
	d)	Age Limit	18 - 37 years

	e)	No. of Posts	01(One)
	f)	Category	Unreserved
	g)	Eligibility criteria	**Essential:** 1st class Master Degree in Basic / Life / Environmental Sciences / Food Sciences OR 1st Class B.Tech or equivalent in Biotechnology / Food Technology / Dairy Technology OR 1st Class B. Pharma from a recognized University / institute with at least 1 (one) year analytical experience in the relevant field after essential qualification. Candidate must have passed Matriculation examination with Punjabi as one of the compulsory or elective subjects or any other equivalent examination in Punjabi language; with minimum 50% marks. **Desirable:** Experience of working with national / international testing & certification laboratories /organizations. Knowledge of national / international laboratory quality management systems and standards for quality testing. The candidate qualified as food analyst by FSSAI would be given preference **Job Description** The incumbent would be responsible for analysis of agri / food & allied products / environmental monitoring etc
	h)	Selection Process	• **Written Test** (Minimum Qualifying marks 50%): 75% Weightage • **Additional Relevant Experience**:15% weightage. • **Marks for Desirable Qualification and job Requirements**: 10% weightage.
6.	a)	Post	**Scientific Assistant – SCW**
	b)	Pay Level as per 7th CPC	Level-5
	c)	Monthly Initial Pay as per 7th CPC	29200/-
	d)	Age Limit	18 - 37 years
	e)	No of Post	01 (One)
	f)	Category	SC Woman

	g)	Eligibility criteria	**Essential:** 1st class Master Degree in Basic / Life / Environmental Sciences / Food Sciences OR 1st Class B.Tech or equivalent in Biotechnology / Food Technology / Dairy Technology OR 1st Class B. Pharma from a recognized University / institute with at least 1-year analytical experience in the relevant field after essential qualification. Candidate must have passed Matriculation examination with Punjabi as one of the compulsory or elective subjects or any other equivalent examination in Punjabi language; with minimum 50% marks. **Desirable:** Experience of working with national / international testing & certification laboratories /organizations. Knowledge of national / international laboratory quality management systems and standards for quality testing. The candidate qualified as food analyst by FSSAI would be given preference **Job Description** The incumbent would be responsible for analysis of agri / food & allied products / environmental monitoring etc
	h)	Selection Process	• **Written Test** (Minimum Qualifying marks 50%): 75% Weightage • **Additional Relevant Experience**:15% weightage. • **Marks for Desirable Qualification and job Requirements**: 10% weightage.

UR – Unreserved **SCW –** Scheduled Caste **Women**

Instructions for the applicants:

1. The **last date** for receipt of applications is 25.12.2026**.**
2. The initial pay admissible for the posts shall be as per Finance Department instructions. Fixed emolument equal to initial pay without any allowance will be paid during the work evaluation/probation period of Three years.
3. Candidates should carefully read the required minimum essential qualification, age and eligibility, experience, criteria etc. mentioned in the advertisement before applying for the post.
4. The application(s) (**Hard Copy**) must be submitted in the prescribed application format (Performa-I &Performa-II) available on the website of PBTI i.e. www.pbtilabs.com with self-attested documentary proofs at the below mentioned address by Registered post/ speed post/ courier/ by hand within the due date.

Punjab Biotechnology Incubator
(Deptt. of Science, Technology & Environment, Punjab)
Sector- 81, Knowledge City, SAS Nagar (Mohali), Punjab- 140306

The duly filled Performa-II shall also be send (in word format) through e-mail atrectt.pbti@gmail.com on or before due date.

5. **Application Fee:** A demand draft (Non-refundable) of Rs. 590/- in favour of "Punjab Biotechnology Incubator" payable at Mohali, **or** Rs.590/- transferred through **NEFT**

Details of PBTI's Bank Account
Punjab Biotechnology Incubator lab
Bank Account No: 520101245107793
Union Bank of India, Mohali Urban Estate
Branch, SAS Nagar;
IFSC Code:UBIN0905658

6. **No Fee be payable by Scheduled Caste (SC) and Scheduled Tribe (ST) Candidates.**

7. Age Relaxation:
   i. *Ex-servicemen of Punjab Domicile shall be allowed to deduct the period of his service in the Armed forces of Union from his actual age and if the resultant age does not exceed the maximum age limit prescribed for direct appointment to such a vacancy in the service Rules concerned by more than three years, he shall be deemed to satisfy the condition regarding age limit.*
   ii. *There shall be no age limit for internal candidates.*
8. **Age of the candidates should not be below/above age limits, as mentioned for respective posts, as on 01.01.2026**
9. **Applications from employees of Government Departments will be considered only if forwarded through proper channel, certified by the employer that the applicant, if selected, will be relieved within one month of the receipt of the appointment orders. However, advance copy of the application may be submitted before 19.12.2026,17:00 hours IST, or a No Objection Certificate (NOC) may be submitted at the time of the interview /selection.**
10. The candidates should apply separately for each post. Single application for multiple positions shall be summarily rejected.
11. Incomplete or without fee applications will not be considered.
12. Number of posts may be increased or decreased as per the decision of PBTI.
13. CGPAconversiontopercentageformulaofUniversity/instituteshouldbeprovidedalongwith photocopyof DMC/Degree.
14. TheappointingAuthorityreservestherighttorejectanyorallapplicationswithoutassigningan yreason.
15. Candidates are required to visit PBTI's website i.e. **pbtilabs.punjab.gov.in** regularly for any subsequent corrigendum/addendum etc.

Administrative –cum
Finance & Accounts Officer (off.)