

## Centre for Development of Advanced Computing (C-DAC)

### Recruitment on payscale

#### Frequently Asked Questions

#### Please Note

Queries related to eligibility Criteria, age relaxation, educational qualification, experience etc. which are clearly mentioned and self-explanatory in the detailed advertisement, will not be replied.

Sr. No.	Query	Reply
1.	I have been awarded CGPA/OGPA/SGPA or Letter Grade in my Educational Qualification Marksheet / Certificate. My university/Institute does not provide percentage of marks obtained in the essential qualification as mentioned in the advertisement. What should I do?	Wherever CGPA/ OGPA/DGPA/CPI or letter grade in a Degree is awarded, equivalent percentage of marks should be indicated in the online application form as per norms adopted by University/ Institute. You will be required to submit documentary proof/ certificate to this effect from the Institute/ University at the time of document verification, if you qualify for same. In case there is no such provision or formula for conversion of CGPA/OGPA/DGPA/CPI to percentage, the candidate is required to submit documentary proof issued by University/Institute in writing stating non-availability of such provisions in rules
2.	As per advertisement, Essential qualification required must be with first class degree. What % of marks is considered as first class as different universities/institutes have different norms.	Min. 60% marks are considered as first class
3.	I have an aggregate of 59.99% marks in Essential Educational Qualification. Am I allowed to round off my percentage of marks?	Rounding off of marks to the next higher digit for calculation of percentage of marks secured is not allowed. Eg. 59.99% will not be considered as 60%.  Minimum percentage of marks in the essential qualification(s), as specified shall be considered as per Institute/ University rules/ norms.
4.	In case I have applied for a reserved post but not able to produce the Caste certificate etc., will I be considered under UR category?	No.



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5.	The name of my caste in the caste certificate (SC/ST/OBC) is mentioned as per state govt list. Is it acceptable?	No. Caste certificate should be issued by Competent Authority in the prescribed format and the name of the caste should also appear in the Central Govt. list of the respective State.
6.	I am currently working in a Government /Public Sector Undertaking. Is "No Objection Certificate' (NOC) mandatory for appearing in the selection process of C-DAC?	Yes. Candidate working in Government/PSUs/Govt. Autonomous bodies should apply online in advance and should forward the application to C-DAC through proper channel.  Those who are not forwarding their application through proper channel are required to produce 'No objection certificate (NOC)' from their current employer at the time of interview, if called for, failing which they will not be permitted to attend the interview.  <b>Candidates are advised to apply for NOC in their organization well in time as failure to submit the same at the time of document verification will render disqualification for further selection process.</b>
7.	Are Fixed Term Employee (FTE) / Contract employees working in a Government / Public Sector Undertaking required to submit "No Objection Certificate' (NOC)?	Yes, Fixed Term Employee (FTEs) / contract employees working in a Government / Public Sector Undertaking are required to submit the NOC. In case, NOC is not applicable as per the policy of the Organization, candidates will have to submit a letter from the Organization stating that "NOC is not applicable to the FTEs/contract employees and they can apply /appear for outside employment."  <b>Candidates are advised to apply for NOC, if applicable, well in time as failure to submit the same at the time of document verification will render disqualification for further selection process</b>
8.	I belong to EWS/SC/ST/OBC(NCL) Category. However, there is no post reserved for my Category but there is UR post. Can I apply against it?	Yes. Candidates belonging to EWS/OBC(NCL)/SC/ST category can also apply for the UR post when there is no post reserved for EWS/OBC(NCL)/SC/ST category. However, they will be considered as per the eligibility criteria/standards as applicable for UR Candidate.





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9.	I belong to SC/ST/OBC(NCL) category. However, while applying I am not getting the age relaxation, while applying for UR post.	Candidates belonging to OBC(NCL)/SC/ST category can also apply for the UR post when there is no post reserved for OBC(NCL)/SC/ST category. However, they will be considered as per the eligibility criteria/standards as applicable for UR Candidate.
10.	Do I need to send the hardcopy print out of the online application form to your office by post?	Candidates are NOT required to submit hard copy of application form and/or any other document to C-DAC at this stage, unless specifically mentioned in the advertisement.
11.	Can PwBD candidate apply against those positions where there is no vacancy in their respective category?	<p>Persons with Benchmark Disabilities (PwBD) belonging to the category/categories for which the post is identified suitable can also apply even if no vacancies are specifically reserved for them.</p> <p>Also, PwBD candidates shall be eligible for age relaxation irrespective of the fact that whether post is reserved for them or not.</p>
12.	I am currently employed with State/ Central Government/ PSU/ Bodies/ Organizations and drawing higher Basic/Pay Scale. Am I eligible for protection of pay.	Pay protection shall be applicable as per the extant rules.
13.	I have entered my details incorrectly and submit the online application form. Can I edit the form?	<p>Application details <b>can be edited before final submission</b>. Candidates should take utmost care to furnish the correct details while filling in the on-line application. Hence, Candidates are advised to take a preview of the application form before submitting the same. <b>Once the form is submitted, it cannot be edited.</b></p> <p><b>In case of incorrect details submitted, candidates must submit a fresh application. Please note that in case of duplicate application for one post, the last application submitted shall be considered.</b></p>
14.	What is the cutoff date for reckoning the age and experience criteria.?	The cutoff date for reckoning the age and experience criteria is the last date of application unless otherwise specified.
15.	My age / work experience (if applicable) is falling short by few days. Can I apply?	<p>No.</p> <p>You are not eligible. Eligibility for the posts would be reckoned as on date of eligibility mentioned in advertisement.</p>

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16.	I am a General / OBC (NCL) category candidate. Will I get exemption in fees as my financial condition is not so to pay the required fees.	No. The fees exemption is allowed only to candidates belonging to SC/ST/PwD category and female candidate. All other category candidates need to pay the requisite fees including the EWS.
17.	Will I get the fees refund if I am not screened in for further process.	No. The fees shall only be refunded in case of cancellation of advertisement for administrative reasons.
18.	Can I pay fees thorough DD or cheque or Cash?	No. Fees is to be paid through prescribed online modes only.
19.	I am currently studying in the last year of the degree which is a Qualifying Educational Qualification for the post advertised. Am I eligible to apply for the post?	No. As per the Recruitment Rules of C-DAC, candidate possess the degree of the Qualifying Educational Qualification before applying to the post advertised.
20.	I possess M.Sc./MS /M.Phil /B.Ed./ PG degree/ Graduate degree. Am I eligible to apply?	A candidate has to assess his/her own eligibility and apply for the post, as per notified advertisement.
21.	I have applied for a post and want to know the status of my application.	The update shall be issued on website or through email to candidates, as decided by the competent authority, from time to time.
22.	My email/Mobile no. provided in my application is changed. How can I update the same?	<p>There is no provision to change the information provided in the application.</p> <p>Applicants are requested to provide the email and mobile no. which shall remain active in future.</p> <p>Before final submission of application, applicants are requested to check and confirm that the email and mobile no. provided, to avoid filling wrong details,.</p> <p>Applicants are also suggested to avoid providing the official email id / mobile no., which cease to exist or is handed over to other employees, if you leave that organization.</p> <p>C-DAC is not responsible if candidate do not get email/or check email.</p>
23.	I need to fill in details of two references. What should I fill as I do not know anybody in C-DAC or any senior Govt. officer or any politician, etc.? What are the criteria for adding name as reference?	You can give reference of some senior and respected person from society/ neighbourhood/previous organisation/ college, etc. However, it shall not be near relative.



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24.	What is the purpose of asking the references in the application?	The purpose of asking for references in the application is to check a candidate's background, if required.
25.	I have applied for a notified post, but doesn't have a copy of my application form. Where can I download the same.	Applicants receive an email from C-DAC confirming the filling of application, in which a link for resume/application is also provided.
27.	I am interested to apply for more than one post. Can I apply?	Yes. A candidate can apply for more than one post, if eligible. Please note that application fees, if any, has to be paid for each post, separately, as notified in the advertisement.
28.	If I have any query, whom should I contact?	Candidates should first read out the advertisement carefully. It is the responsibility of the candidates to ascertain his/her eligibility for the post by him/herself. However, in case of any technical queries or difficulty in applying, candidates are advised to contact at the email id or contact no. given in the respective advertisement.  No interim correspondence or personal enquiries shall be entertained by C-DAC. Further, C-DAC will not enter into any correspondence with the candidates about reasons for their non selection.

