



Advertisement No. 2022/05

Applications are invited for the following posts tenable at Hyderabad.

Sr. No.	Name of the Post	Reservations						Age Below	Pay Level & Pay Stage	TME
		UR	SC	ST	OBC	PwBD	EWS			
1.	Scientific Assistant (B)	-	1	-	-	-	-	33	Pay Level -6; Pay Stage 1	Rs.63,378/-
2.	Project Scientific Assistant (B)	1	-	-	-	-	-	28	Rs. 55,600/- consolidated pay	Rs. 55,600/- consolidated pay (including of HRA of Rs.8,602/-)
3.	Project Junior Engineer (B) - Civil	1	-	-	-	-	-	28	Rs. 55,600/- consolidated pay	Rs. 55,600/- consolidated pay (including of HRA of Rs.8,602/-)

Abbreviations: UR- Unreserved, SC- Scheduled Caste
TME-Total Monthly Emoluments.

1. Scientific Assistant (B): One (01) Post (Reserved for Scheduled Caste (SC))

Essential Qualification: Full time Science Graduate from a recognized University/Institute in Biology or Pharmacy or Veterinary sciences with minimum 60% marks in aggregate.

Essential Experience: Minimum one (01) year active post qualification experience in a laboratory animal facility which must include Laboratory Mice Management.

Job Requirements/Responsibilities:

a. Perform and oversee routine animal husbandry and welfare activities of animal care takers/support staff and assist students in animal related experiments.

b. Assist the facility Veterinarian in providing training of new student's/animal users/caretaker staff in proper use of animal facility, humane handling of animals, prepare and implement the SOPs and assist on-going research work.

c. Training and assisting the users in surgical procedures, anaesthesia, analgesia, Breeding and maintenance of animal colonies; weaning, sexing, ear notching, tail biopsies for genotyping, producing timed pregnant females, live animal shipments, quarantine procedures, euthanasia and other animal facility activities of similar kind.

d. Online and Offline record keeping, preparation of Monthly reports for PIs as per CPCSEA guidelines

The candidates must furnish an up to date CV and a MANDATORY one page cover letter in which the candidates should describe their professional background and experience, their motivation for applying to this particular position and in which terms they consider fit for this job.

2. Project Scientific Assistant (B): One (01) Post (Un-reserved) - Temporary for one year and may be renewed each year up to a total period of three years depending upon performance and requirement.

Essential Qualification: Full time Science Graduate in Life Sciences or Biology with minimum 60% marks in aggregate.

Desirable Experience:

Person should have hands-on experience with basic molecular biology and biochemistry lab skills, cell culture procedures as well as software for on-line record keeping. One year experience working in a molecular biology research laboratory as a JRF/SRF or similar position is desirable. Person should be responsible and well organized.

- a) Experience with mammalian cell culture, DNA transfection and analysis of gene expression.
- b) Experience with common molecular biology techniques such as PCR, gene cloning, SDS-PAGE and western blotting.
- c) Experience with maintenance and ordering of laboratory consumables.

Job Requirements/Responsibilities:

- a) Assist with mouse genotyping using biopsy followed by PCR or qPCR.
- b) Assist with mammalian cell culture, protein expression.
- c) Assist with performing molecular biology experiments such as DNA, RNA isolation, gene cloning.
- d) Ordering laboratory consumables and follow-up, maintaining inventory of lab consumables, general chemicals, molecular biology and biochemical reagents, maintenance of laboratory equipment and computers, coordination of servicing and repairs.

The candidates must furnish an up to date CV and a MANDATORY one page cover letter in which the candidates should describe their professional background and experience, their motivation for applying to this particular position and in which terms they consider fit for this job.

3. Project Junior Engineer (B) Civil: One (01) Post (Un-reserved) - Temporary for one year and may be renewed each year up to a total period of three years depending upon performance and requirement.

Essential Qualification: Full time Diploma in Engineering from a recognized University/Institute in Civil Engineering with minimum 60% marks in aggregate.

Essential Experience: Minimum two years full time post qualification experience in supervision of civil works.

Desirable Experience: Experience in working AUTO CAD for preparation Building and Site Layout plans as per DCR of GHMC, Preparation of Estimates and Bill of Quantities as per CPWD norms, Site supervision/coordination and reporting daily progress to the Department, Checking of Registers and Quality control Manuals given by Architects/Consultants, etc.

Job Requirements/Responsibilities:

- a) Collecting data from end users and collating them in the formats given by Architects, for planning Office, Academic and Laboratory Spaces for Phase I of TIFR-H Master Plan
- b) Organizing interaction meetings with Architects and end users of TIFR.
- c) Carrying out minor modifications and additions/alterations in AUTOCAD of layouts given by Architects to suit requirements of end users and submitting them back to Architects for finalization.
- d) Coordination of site visits by statutory and state government authorities for getting approvals for TIFR-H Master Plan and Building Plans in coordination with Architects and DCSEM.
- e) Record keeping of all correspondence with Architects, DCSEM, Statutory authorities, etc.

General Information:

1. All the above posts are tenable at TIFR, Hyderabad.
2. Selected candidate for post Sr. No.1 is liable to be transferred to other Centers / Field Stations of the Institute, if required.
3. Higher starting salary could be considered for deserving candidate for post Sr. No.1
4. For post at Sr. No.1, the appointment will be initially for a period of three years, including probation period of one year. Continuing appointment beyond the initial period will be subject to the results of a comprehensive review and performance appraisal. After successful review, the appointment is continued till superannuation age, which is sixty.
5. For the posts at Sr. No.2 & 3, the appointment, is temporary for one year and may be renewed each year upto a total period of three years depending upon performance and requirement.
6. Selected candidates for all the above posts will be required to work on Saturday/Sundays and holidays, as per the exigencies of the Institute.
7. Prescribed age should not exceed as on July 01, 2022 for all the above posts.

8. For post at Sr. No.1, selected candidate for the post will be governed by National Pension System applicable to the Central Government service [unless she/he is already governed by CCS (Pension) Rules 1972].

9. Post for the general category (Unreserved) – SC/ST/OBC/EWS/PwBD candidates can also apply.

10. Applications from the candidates will be accepted **ONLY ON-LINE** (<https://www.tifrh.res.in/index.php/staff-positions/>) except for the following:-

i. Candidates applying for the above posts and who are eligible for **further age relaxation** as per extant GOI rules are required to submit applications by POST, alongwith a copy of relevant certificate in support of age relaxation (for example ex-servicemen, persons with benchmark disabilities etc.). [SC, ST, OBC & EWS candidates applying for unreserved posts are not eligible for age relaxation and should apply online.

ii. Applicants in Government/Semi-Government/ Public Sector Undertaking must apply through proper channel. Applicants who do not send their applications through proper channel, if called, will be able to participate in the recruitment process only upon submission of an NOC from the competent authority. However, an advance copy of application alongwith relevant enclosures may be submitted by post.

11. Incomplete applications (online) and off-line applications without photocopy of certificate in support of age relaxation and applications received after the last date shall not be considered.

12. On-Line applications must be submitted by **January 20, 2023** and applications by post [who are required to send by post as per para 10 (i) & (ii)] must reach the Administrative Officer, Tata Institute of Fundamental Research, Survey No. 36/P, Gopanpally Village, Serilingampally Mandal, Ranga Reddy District, Hyderabad 500046, by **January 20, 2023**. Applicants who are required to send the applications by post must super scribe the post applied for, advertisement No. & serial number of the post on the envelope. The format of the application is as prescribed for on-line applications.

13. The candidates are required to produce following original documents with copies at the time of recruitment process:

- a) Printout of online application form.
- b) Identity Proof (Aadhaar Card / Election Card / PAN Card/Passport/Driving License).
- c) Date of birth/Proof of age.
- d) Educational Qualification (all mark sheets and certificates).

In case Universities/Board award letter grades/CGPA/OGPA, the same will have to be indicated as equivalent percentage of marks as per the norms adopted by the University/Board. In the absence of the same, the candidature will not be considered. While submitting original documents for verification, the candidates will have to produce the norms of the University/Board for conversion of grades/CGPA/OGPA to equivalent percentage of marks.

- e) Experience certificate/s.
- f) Conduct certificates from two respectable persons.

g) SC/ST/OBC/EWS & PwBD certificate (wherever applicable) in the Government of India format.

h) Latest CV. (for post Sr. No.1 & 2)

i) One page covering letter describing professional background and Experience, their motivation for applying to this particular position and in which terms they consider fit for this job.(for post Sr. No.1 & 2)

14. (a) Outstation candidates called for recruitment process for all above posts will be paid single second class (non-air conditioned) return train fare for the journey by the shortest route from the nearest railway station of their place of residence on the production of photocopies of onward and return journey tickets.

(b) If you travel by air, you are required to purchase air tickets ONLY from 1) M/s Balmer Lawrie & Company Limited (BLCL) 2) M/s Ashok Travels & Tours (ATT) 3) Indian Railways Catering and Tourism Corporation Ltd. (IRCTC). BOOKING THROUGH THE WEBSITE OF AIRLINES IS NOT ALLOWED. The air-fare for such candidates will be restricted to the eligible return train fare on production of tickets and boarding passes.

15. The Institute reserves the right to restrict the number of candidates for the recruitment process to a reasonable limit on the basis of qualifications and experience higher than the minimum prescribed in the advertisement. Mere fulfilling the essential and desirable qualifications and experience will not entitle an applicant to be called for the recruitment process. More vacancies may also be filled through this advertisement. The Institute reserves the right not to fill any/some posts herein advertised. Canvassing in any form shall disqualify the candidate.

16. Before applying for the post, the candidate should ensure that they fulfill the eligibility and other criteria. Recruitment authorities would be free to reject application not fulfilling the requisite criteria, at any stage of recruitment, and if erroneously appointed, such candidates shall be liable to be terminated from service if appointed.

17. The institute reserves the right to conduct written tests, skill tests, interviews etc. online/in-person.

18. If you are facing any difficulty while applying through online, please write to recruitment@tifrh.res.in giving a brief nature of the difficulty you are facing

(The format of the certificate to be produced by Scheduled Castes and Scheduled Tribes candidates applying for appointment to posts under Government of India)

This is to certify that Shri/Shrimati/Kumari* _____ son/daughter of _____ of village/town/* in District/Division * _____ of the State/Union Territory* _____ belongs to the Caste/Tribes _____ which is recognized as a Scheduled Castes/Scheduled Tribes* under:-

The Constitution (Scheduled Castes) order, 1950 _____

The Constitution (Scheduled Tribes) order, 1950 _____

The Constitution (Scheduled Castes) Union Territories order, 1951 * _____

The Constitution (Scheduled Tribes) Union Territories Order, 1951* _____

As amended by the Scheduled Castes and Scheduled Tribes Lists(Modification) order, 1956, the Bombay Reorganization Act, 1960 & the Punjab Reorganization Act, 1966, the State of Himachal Pradesh Act 1970, the North-Eastern Area (Reorganization) Act, 1971 and the Scheduled Castes and Scheduled Tribes Order(Amendment) Act, 1976.

The Constitution (Jammu & Kashmir) Scheduled Castes Order, 1956

The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959 as amended by the Scheduled Castes and Scheduled Tribes order (Amendment Act), 1976*.

The Constitution (Dadra and Nagar Haveli) Scheduled Castes order 1962.

The Constitution (Dadra & Nagar Haveli) Scheduled Tribes Order 1962@.The Constitution (Pondicherry) Scheduled Castes Order 1964@;

The Constitution (Scheduled Tribes) (Uttar Pradesh) Order, 1967 @

The Constitution (Goa, Daman & Diu) Scheduled Castes Order, 1968@

The Constitution (Goa, Daman & Diu) Scheduled Tribes Order 1968 @

The Constitution (Nagaland) Scheduled Tribes Order, 1970 @

The Constitution (Sikkim) Scheduled Castes Order 1978@

The Constitution (Sikkim) Scheduled Tribes Order 1978@

The Constitution (Jammu & Kashmir) Scheduled Tribes Order 1989@

The Constitution (SC) orders (Amendment) Act, 1990@

The Constitution (ST) orders (Amendment) Ordinance 1991 @

The Constitution (ST) orders (Second Amendment) Act, 991 @

The Constitution (ST) orders (Amendment) Ordinance 1996

%2. Applicable in the case of Scheduled Castes, Scheduled Tribes persons who have migrated from one State/Union Territory Administration. This certificate is issued on the basis of the Scheduled Castes/ Scheduled tribes certificate issued to Shri/Shrimati _____ Father/mother _____ of

Shri/Srimati/Kumari* _____ of village/town* _____ in District/Division* _____ of the State/Union Territory* _____ who belong to the _____ Caste/Tribe which is recognized as a Scheduled Caste/Scheduled Tribe in the State/Union Territory* issued by the _____ dated _____

%3. Shri/Shrimati/Kumari and /or * his/her family ordinarily reside(s) in village/town* _____ of _____ District/Division* _____ of the State/Union Territory of _____

Place _____

Signature _____

Date _____

*Designation _____

(with seal of office) State/Union Territory

* Please delete the words which are not applicable

@ Please quote specific presidential order

% Delete the paragraph which is not applicable.

NOTE: The term ordinarily reside(s) used here will have the same meaning as in section 20 of the Representation of the People Act, 1950.

List of authorities empowered to issue Caste/Tribe Certificates:

- i) District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/ Dy.Collector/Ist Class Stipendiary Magistrate/Sub-Divisional Magistrate/Extra-Assistant Commissioner/Taluka Magistrate/ Executive Magistrate.
- (ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.
- (iii) Revenue Officers not below the rank of Tehsildar.
- (iv) Sub-Divisional Officers of the area where the candidate and/or his family normally resides.

NOTE: ST candidates belonging to Tamil Nadu state should submit caste certificate ONLY FROM THE REVENUE DIVISIONAL OFFICER.