



TATA INSTITUTE OF FUNDAMENTAL RESEARCH
(Autonomous Institution of the Department of Atomic Energy, Government of India)
Sy.No.36/P, Gopanpally Village, Serilingampally Mandal,
Ranga Reddy Dist. Hyderabad – 500 107
Tel: +91(0) 40 2020 3040 Website: www.tifrh.res.in

Advertisement No. 2017/04

Applications are invited for the following posts tenable at Hyderabad. Please visit our website for application details and prescribed requirements <http://www.tifrh.res.in/index.php/staff-positions/>.

Sr. No.	Name of the Post	Reservations					Age Below	Pay Band + Grade Pay (Rs)	TME
		UR	SC	ST	OBC	PWD			
1	Project Scientific Officer (D)	1	-	-	-	-	35	Rs. 61,500/- Consolidated	Rs. 61,500/-
2	Project Clerk (A)	1	-	-	-	-	28	Rs. 19,500/- consolidated	Rs. 19,500/-

Abbreviations: UR – Unreserved; OBC – Other Backward Classes; SC- Scheduled Caste; PWD- Persons with Disability (OH – Orthopedically Handicapped; HH – Hearing Handicapped); TME - Total Monthly Emoluments.

1. **Project Scientific Officer (D):** Temporary for one year and may be renewed each year upto a total period of three years depending upon performance and requirement.

Essential Qualifications: Ph. D in any science/science communication field

Essential Experience: Minimum 2 years' post qualification experience in (i) demonstrated scientific communication skills reaching out to lay audience. (ii) Applicant should have outstanding verbal and written communication skills in English (scientific and non-scientific) displayed in terms of articles written by them in different streams of media. (iii) Applicants need to submit minimum three examples of their science writing skills in any streams of news, social or print media. Note: Typical collaborative research articles in scientific journals will not be considered.

Desirable Experience: Experience in writing science articles in newspapers, science journals or online portals, good interpersonal and teamwork skills, interest in outreach and popularization of science and in generating endowments. Candidate must have the desire to initiate new ideas and be independent thinker.

Job Requirement: The candidate should have excellent written communication skills conveying experimental research findings to general readers on various forms of social media with a clear objective to promote institute research excellence. Must actively pursue modern means of promoting institute research portfolio. This may include video series of lab tours, interviews with faculty and students. Actively run and maintain institute profile on social media/TIFR Hyderabad website. Generate monthly newsletters within TIFR Hyderabad. Must actively engage with faculty members to personally collect technical contents for the maintenance of annual report. Must take responsibility of TIFR-H public lecture outreach program Sawal-Jawab. The candidate is expected to engage with TIFR-H faculty members on various channels of outreach programs. The candidate will actively participate in the Curriculum design with the aim to promote science writing and outreach programs. Must actively promote TIFR Hyderabad endowment website

through newsletters and develop proposal/schemes for generating funds for the institute under various endowment sub-heads. The candidate shall also actively engage in interactions with the endowment donors and assist them in identifying the right funding opportunity for the institute. The candidate shall also be interacting and liaising with industry. The candidate will be involved with intellectual property rights details of the research in TIFR H.

2. **PROJECT CLERK (A):** Temporary for one year and may be renewed each year upto a total period of three years depending upon performance and requirement.

Qualifications:

- a) Graduate with minimum 50% marks (aggregate).
- b) Knowledge of computer and use of personal computers and applications.
- c) Candidates with good typing skills may be given preference.

Experience: Minimum one year post-qualification experience as a Clerk in administrative matters and correspondence in large and reputed organization.

Desirable: Candidate should i) have experience in Accounts/Purchase & Stores / General Administration/Establishment works.

General Information:

Higher starting salary could be considered for deserving candidates for the above posts. Selected candidates are liable to be transferred to other Centres / Field Stations of the Institute, if required.

Prescribed age should not exceed as on **July 1, 2017** for the above posts.

Post for the general category (Unreserved) – SC/ST/OBC/PWD (Persons with Disabilities) candidates can also apply.

Selected candidate may have to work in shifts/outside office hours and on Saturdays/Sundays and holidays.

Applications from the candidates will be accepted **ONLY ON-LINE.**

Candidates applying for above posts and who are eligible for **age relaxation** as per extant GOI rules are required to submit applications by POST, along with a copy of relevant certificate in support of age relaxation (**for example ex-servicemen, persons with disabilities etc.**). [SC, ST & OBC candidates applying for unreserved posts are not eligible for age relaxation and should apply online]. Incomplete applications and applications without photocopy of certificates in support of age relaxation and applications received after the last date shall not be considered.

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 the NOC from the competent authority. However, an advance copy of application along with relevant enclosures may be submitted by post before **October 10, 2017**. Such applicants are not required to apply online.

- i) On-line applications must be submitted by **October 10, 2017** and **applications by post must reach In-Charge, Establishment by October 10, 2017**. 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.

ii) **Note: The candidates are required to produce following original documents with copies at the time of the recruitment process:**

- a. **Printout of online application form.**
- b. **Identity proof (Aadhar Card/ Election Card / Pan Card / Passport / Driving License).**
- c. **Date of birth / Proof of age.**
- d. **Educational Qualification (all mark sheets and certificates).**
- e. **Experience Certificate/s.**
- f. **Conduct certificates from two respectable persons.**

iii. Outstation candidates called for interview for the post at Sr. No.1 will be paid III Tier A/C 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. **Those candidate/s who travel by air are required to travel only by the national carrier, AIR INDIA with the tickets purchased from (a) Air India website or booking counter or (b) through government authorized travel agents namely Balmer Lawrie & Co Ltd., Ashok Travels & Tours and IRCTC. The air-fare for such candidates will be restricted to III Tier A/c return train fare on production of tickets and boarding passes.**

iv. 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 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.

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