



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. 2018/5

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	Consolidated Pay/ Remuneration Rs.	TME
		UR	SC	ST	OBC	PWD			
1	Project Scientific Officer (C)	1	-	-	-	-	28	Rs. 71,000/- Consolidated	Rs.71,000/- (PM) (including HRA of Rs. 12,100/-)
2.	Part Time Consultant	1	-	-	-	-	35	Rs.30,000/- Consolidated	Rs.30,000/- (PM) Consolidated

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 (C): One Post** -Temporary for one year and may be renewed each year upto a total period of three years depending upon performance and requirement.

Qualifications: Master of Science in any stream with minimum 60% of marks.

Experience: Minimum 1 year of 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 media.

Desirable: 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 Responsibilities: The person will need to be independent, enthusiastic and self-motivated to be part of a growing institute to handle a broad range of responsibilities which include writing creative articles/blogs on scientific programmes of the Institute for a general audience, initiate and maintain internal magazine, newsletters, library, content writing to maintain website & annual reports, organizing scientific conferences, promoting research and assist in generating institute endowments through different channels of communication.

2. **Part Time Consultant : One Post:** The period of part time will be initially one year from the date of taking up the charge and it can be extended to another two years (maximum) depending upon the requirement and upon mutual consent.

Educational Qualifications:

Bachelor's Degree in Law recognized by the Bar Council of India for the purpose of enrollment as an Advocate with a minimum of 60% marks or equivalent in the aggregate of all semesters/years.

Essential Experience:

At least 'Three (3) years of experience as a Law Officer in the statutory corporation or in the Legal Department of Central/State Government or an associate partner etc. in a reputed Consultancy firm providing legal advices.

Job Requirements/ Responsibility:

- a) Coordinate regularly with the Advocates, TIFR Administration and Legal Officer at TIFR Mumbai.
- b) To prepare all the legal documents required for our cases, etc.,
- c) To attend court cases on behalf of TIFR Hyderabad.
- d) To assist in preparing the Legal documents in Service Matters and other Establishment / staff related matters.
- e) Providing support for finalizing the strategies for dealing with court Cases.
- f) Providing support and guidance on any legal matters.
- g) Any other work as may be assigned by the Institute from time to time.

Nature of Appointment:

- a) Appointment will be purely on part time basis only.
- b) Selected candidate should attend the office twice in a week.
- c) Selected candidate should arrange his/her own transport to visit the office.

General Information:

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, 2018** for the above posts.

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

Selected candidates may have to work outside office hours and on Saturdays/Sundays and holidays, if required for the Post Sr.No.1.

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

Candidates applying for above posts and who are eligible for **further 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 working 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 allowed for Written Test / interview only upon submission of the NOC from the competent authority. However, an advance copy of application along with the relevant enclosure may be submitted by post before the due date.

i) On-line applications must be submitted by **05-01-2019** and applications by post must reach **Administrative Officer, TIFR Hyderabad by 05-01-2019**. 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 test/interview:**

- 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.**
- g. **Disability Certificate (if required)**

iii) Outstation candidates called for interview for Sr. No.1 will be paid III Tier AC Train Fare train fare for the journey by the shortest route from the nearest railway station of their place of residence to the place of interview on the production of onward and return journey tickets.

iv) The Institute reserves the right to restrict the number of candidates for interview to 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 interview. 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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