



# भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान तिरुवनंतपुरम

(मानव संसाधन विकास मंत्रालय, भारत सरकार के तहत स्वायत्त संस्था)

INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH THIRUVANANTHAPURAM

(An Autonomous Institution under MHRD, Government of India)

मरुतमला पि.ओ, वितुरा, तिरुवनंतपुरम - /Maruthamala P.O, Thiruvananthapuram-695551

Tel: 0471-2778061, 2778044 Fax : 2590498 E-mail: [registraroffice@iisertvm.ac.in](mailto:registraroffice@iisertvm.ac.in)

Indian Institute of Science Education and Research Thiruvananthapuram (IISER TVM) invites application from eligible Indian nationals for the following regular positions:-

## 1. SUPERINTENDING ENGINEER (CIVIL)

Post Code :	001
No. of Posts	1 post (Unreserved)
Scale of Pay	PB-4 (Rs. 37,400-67,000) with Grade Pay of Rs.8700/- (as per 6 <sup>th</sup> CPC)
Mode of recruitment	Direct Recruitment
Qualification & Experience (for Direct Recruitment)	<p><b><u>Educational Qualification</u></b> First class degree or equivalent grade in Civil Engineering from a recognized University / Institute.</p> <p><b><u>Experience</u></b> 15 years' service as Engineer (in the pay scale of PB-3, GP- Rs.5400/- (as per 6<sup>th</sup> CPC) or higher level) from CPWD, State PWD or Semi-Govt./PSU/ Statutory or Autonomous organization / University/Institutions of national importance out of which <b>5 years</b> should be as Executive Engineer / Equivalent post in the pay scale with GP of Rs.7600/- or its equivalent or <b>08 years</b> in the pay scale of PB-3 with GP of Rs.6600/- or its equivalent.</p> <p>The experience should be in design, estimation and execution of civil works, maintenance of buildings, roads, water supply, sewage treatment plant etc.</p> <p><b><u>Desirable Qualifications / Experience</u></b></p> <p>i) Knowledge of Computer-aided Design (CAD) and latest Management Technology / other relevant software.</p> <p>ii) Proven track record of handling construction projects / consultancy in organizations of repute.</p>



*[Handwritten signature]*  
3/1/17

	<p>iii) Experience of working in Civil Engineering, Designing and estimation, construction management etc, with a value of minimum of Rs 250 crores or more.</p> <p>iv) Execution and monitoring of construction contract with government and private agencies</p> <p>v) Exposure to setting up and maintenance of laboratory equipment, execution and maintenance of electrical installations and HVAC systems.</p>
Age Limit	55 years

2. **DEPUTY REGISTRAR (PURCHASE & STORES)**

Post Code :	<b>002</b>
No. of Posts	<b>1 post (UR)</b>
Scale of Pay	PB-3 (Rs. 15,600-39,100)) with Grade Pay of Rs.7600/- (as per 6 <sup>th</sup> CPC)
Mode of recruitment	Direct
Qualification & Experience (For direct Recruitment)	<p><b><u>Educational Qualification</u></b></p> <p>Master's Degree in any discipline with 55% marks or equivalent grade of 'B' in the UGC 7 point scale.</p> <p><b><u>Experience</u></b></p> <p>05 years' experience as Assistant Registrar or an equivalent post in pay scale of <b>PB-3 with GP-5400</b> (as per 6<sup>th</sup> CPC) (on regular basis) in Purchase &amp; Stores, Integrated Material Management, externally funded project purchases etc.</p> <p>The experience should be in following areas :-</p> <p>(i) Procurement related matters of indigenous and foreign made Laboratory Equipment, Test &amp; Measuring Instruments, Teaching Aids, Engineering items, Lab &amp; Office Furniture etc.</p> <p>(ii) Rules pertaining to prevailing tax structure, exemptions applicable for educational and R&amp;D institutions, customs clearance etc.</p> <p>(iii) Import and export formalities for research equipment, lab consumables, live animals etc.</p> <p>(iv) Conclusion and maintenance of Rate contracts and AMC contracts.</p> <p>(v) Accounting and disposal of stores as per Govt. of India guidelines</p>



*[Handwritten signature]* 31/7/17

	<p><b><u>Desirable Qualification</u></b></p> <p>Experience in Science &amp; Technology / Research &amp; Development / Industrial Organizations / Educational / Research Institutions of national importance having average procurement budget of Rs. 50 crores and above, per annum.</p>
Age	<b>50 Years</b>

3. **PHYSICAL EDUCATION INSTRUCTOR**

Post code :	<b>003</b>
No. of Posts	<b>1 post (Unreserved)</b>
Scale of Pay	PB-2 (Rs.9,300-34,800/-) with Grade Pay of Rs.4600/- (as per 6 <sup>th</sup> CPC)
Mode of recruitment	Direct
Qualification & Experience	<p><b><u>Educational Qualification</u></b></p> <p>First class Bachelor's Degree in Physical Education from a recognized university or Institution.</p> <p><b><u>Experience</u></b></p> <p>Six years' experience as Physical Education Instructor / equivalent post in Colleges / Universities / Institutions of national importance in the pay scale of PB-2 with GP-4200 or equivalent (as per 6<sup>th</sup> CPC).</p> <p><b><u>Desirable Qualifications</u></b></p> <p>(i) Post Graduation / PhD in Physical Education</p> <p>(ii) Record of participation in sports / games events in National/ State / University level championships.</p>
Age limit	<b>40 years</b>



*[Handwritten signature]*  
31/7/17

4. TECHNICAL ASSISTANT

No. of Posts	School	Post code	UR	OBC	SC
	Biology	004 B	02	01	-
	Chemistry	004 C	01	01	01
	Physics	004 P	02	01	-
Scale of Pay	PB- 2 (Rs.9300 - 34800) with Grade Pay of Rs.4200/- (as per 6 <sup>th</sup> CPC)				
Mode of recruitment	Direct				
Qualification & Experience	<p><b><u>TA (Physics)</u></b></p> <p><b><u>Educational Qualification</u></b></p> <p>First class / equivalent grade in Master's Degree in Physics / B Tech (Mechanical, Engineering Physics, Electrical, Electronics, Instrumentation).</p> <p><b><u>Experience</u></b></p> <p>3 years' experience as Lab Assistant / Junior Technical Assistant / Similar posts in Physics labs at Institutions of Higher Learning / labs of scientific / R&amp;D organization under Central / State Govt. / reputed labs in the pay scale of PB 1 with GP of Rs.2800/- or its equivalent (as per 6<sup>th</sup> CPC).</p> <p>Experience in assisting students in practicals and operation of sophisticated equipment is preferred.</p> <p><b><u>TA (Chemistry)</u></b></p> <p><b><u>Educational Qualification</u></b></p> <p>First class / equivalent grade in Master's Degree in Chemistry/equivalent.</p> <p><b><u>Experience</u></b></p> <p>3 years' experience as Lab Assistant / Junior Technical Assistant / Similar posts in Chemistry labs at Institutions of Higher Learning / labs of scientific / R&amp;D organization under Central/State Govt. / reputed labs in the pay scale PB-1 with GP of Rs.2800/- or its equivalent (as per 6<sup>th</sup> CPC). Experience in assisting students in practicals and operation of sophisticated equipment is preferred.</p> <p>Experience in assisting students in practicals and operation of sophisticated equipment is preferred.</p>				



	<p><b>TA (Biology)</b></p> <p><b><u>Educational Qualification</u></b></p> <p>First class / equivalent grade in Master's Degree in Biology/equivalent</p> <p>3 years' experience as Lab Assistant / Junior Technical Assistant / Similar posts in Biology labs at Institutions of Higher Learning / labs of scientific / R&amp;D organization under Central/State Govt. / reputed labs in the pay scale PB -1 with GP of Rs.2800/- or its equivalent (as per 6<sup>th</sup> CPC).</p> <p>Experience in assisting students in practicals and operation of sophisticated equipment is preferred.</p>
Age	<b>38 years</b>

5. **JUNIOR HINDI TRANSLATOR**

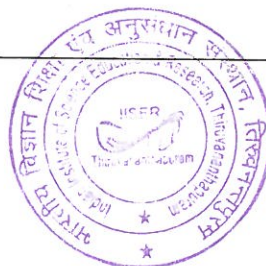
Post code:	<b>005</b>
No. of Posts	<b>01 (Un-Reserved)</b>
Scale of Pay	PB- 2 (Rs.9300 - 34800) with Grade Pay of Rs.4200/-
Mode of recruitment	Direct
Qualification & Experience	<p><b><u>Educational Qualification</u></b></p> <p>(i) Master's degree in Hindi from a recognized University with English as a compulsory or elective subject or as the medium of examination at the degree level.</p> <p>(ii) Recognized Diploma or Certificate course in translation from Hindi to English &amp; vice versa from a recognized university / Institution with two years' experience of translation work from Hindi to English and vice versa in central or State Government office, including Govt. of India under taking.</p> <p><b><u>Desirable Experience</u></b></p> <p>Two years' experience of translation work from Hindi to English and vice versa in Institutes of Higher Learning / Scientific Institutions under Central / State Governments.</p>
Age	<b>35 years</b>



*[Handwritten signature]*  
31/11/17

6. **JUNIOR TECHNICAL ASSISTANT**

No. of Posts	School	Post code	UR	OBC
	Biology	006 B	01	-
	Chemistry	006 C	01	-
	Physics	006 P	01	01
Scale of Pay	PB- 1 (Rs.5200 - 20200) with Grade Pay of Rs.2800/- (as per 6 <sup>th</sup> CPC)			
Mode of recruitment	Direct			
Qualification & Experience	<p><b><u>JTA (Physics)</u></b></p> <p><b><u>Educational Qualification</u></b></p> <p>First class Bachelor's Degree in Physics/ BTech (Mechanical, Engineering Physics, Electrical, Electronics, Instrumentation).</p> <p><b><u>Experience</u></b></p> <p>Three years' experience as Lab Assistant / technical staff in Physics Laboratories of Colleges / Institutions of Higher Learning / labs of scientific / R&amp;D organization under Central/State Govt. / reputed labs .</p> <p><b><u>JTA (Chemistry)</u></b></p> <p><b><u>Educational Qualification</u></b></p> <p>First class Bachelor's Degree in Chemistry/equivalent.</p> <p><b><u>Experience</u></b></p> <p>Three years' experience as Lab Assistant / technical staff in Chemistry Laboratories of Colleges / Institutions of Higher Learning / labs of scientific / R&amp;D organization under Central/State Govt. / reputed labs.</p> <p><b><u>JTA (Biology)</u></b></p> <p><b><u>Educational Qualification</u></b></p> <p>First class Bachelor's Degree in Biology/equivalent</p> <p>Three years' experience as Lab Assistant / technical staff in Biology Laboratories of Colleges / Institutions of Higher Learning / labs of scientific / R&amp;D organization under Central/State Govt. / reputed labs.</p>			
Age	32 years			

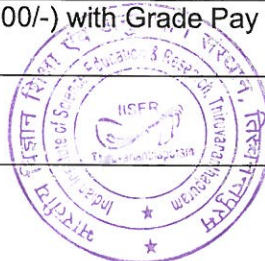


### 7. OFFICE ASSISTANT (MULTI SKILL)

Post code	007
No. of Posts	06 (UR - 05, OBC- 01) (One UR post is reserved for Ex-Servicemen)
Scale of Pay	PB- 1 (Rs.5200 - 20200) with Grade Pay of Rs.2800/- (as per 6 <sup>th</sup> CPC)
Mode of recruitment	Direct
Qualification & Experience	<p><b><u>Educational Qualification</u></b></p> <p>Bachelor's Degree / 3 years Diploma in Secretarial / Commercial Practice</p> <p><b><u>Desirable Qualification</u></b></p> <p>Diploma in Computer application</p> <p><b><u>Experience</u></b></p> <p><b>Three</b> years' experience for Degree holders and <b>five years'</b> experience for Diploma holders.</p> <p>Experience should be as Clerk / Assistant / equivalent post in areas of Office Administration / Establishment / Finance &amp; Accounts / Stores &amp; Purchase / Academic Administration from Semi-Govt./PSU/Statutory or Autonomous organization/ University/ Institution of national importance /reputed organization under Central/State Govt. / reputed firms.</p> <p>The experience should be in the computerized office environment with competence in computer application skills.</p> <p>Computer key depression speed equivalent to 45 W.P.M</p>
Age	38 years

### 8. Junior Engineer (Civil)

Post code	008
No. of Posts	01 (One)
Scale of Pay	PB-2 (Rs.9,300-34,800/-) with Grade Pay of Rs.4200/- (as per 6 <sup>th</sup> CPC)
Mode of recruitment	Direct



*[Handwritten signature]*  
31/11/17

Qualification & Experience	<p><b><u>Educational Qualification</u></b></p> <p>B.E/B.Tech (Civil Engineering) from a recognized university or institute.</p> <p><b><u>Desirable Experience</u></b></p> <p>Three years' experience in civil works of construction/maintenance of building projects preferably in organizations/firms dealing with works as per CPWD/PWD /Govt. norms in the payscale of PB-1 with GP 2800 equivalent (as per 6<sup>th</sup> CPC).</p>
Age	38 years

9. **Junior Engineer (Electrical)**

Post code	009
No. of Posts	01
Scale of Pay	PB-2 (Rs.9,300-34,800/-) with Grade Pay of Rs.4200/-
Mode of recruitment	Direct
Qualification & Experience	<p><b><u>Educational Qualification</u></b></p> <p>B.E/B.Tech (Electrical) / equivalent from a recognized university or institute.</p> <p><b><u>Experience</u></b></p> <p>Three years' experience electrical works in construction/maintenance of building projects preferably in organizations/firms dealing with works as per CPWD/PWD /Govt.norms in the payscale of PB-1 with GP 2800 equivalent (as per 6<sup>th</sup> CPC).</p> <p>Should have experience in the installation and maintenance of HVAC equipment.</p>
Age	38 years



*[Handwritten signature]*  
31/7/17

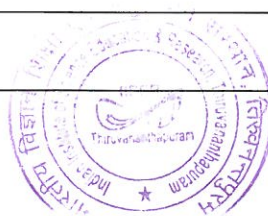


#### 10. Attendant (Electrical & Plumber)

Post code Attendant (Electrical) Attendant (Plumber)	<b>010 E</b> <b>010 P</b>
No. of Posts	01 each (UR – One , OBC – One)
Scale of Pay	PB- 1 (Rs.5,200-20,200/-) with Grade Pay of Rs.1800/- (as per 6 <sup>th</sup> CPC)
Mode of recruitment	Direct
Qualification & Experience	<b><u>Educational Qualification</u></b>  ITI or Equivalent pass from a recognized board or Institute in the relevant field as electrician/wireman/plumber etc with 2 years' experience in the respective field. <b><u>Desirable</u></b>  Experience in working with National Level Institutions/Academic and /or Research Institutions.
Age	30 years

#### 11. Deputy Librarian

Post code:	011
No. of Posts	01
Scale of Pay	PB- 3 (Rs.15600 - 39100) with Academic Grade Pay of Rs.8000/- (as per 6 <sup>th</sup> CPC)
Mode of recruitment	Direct
Qualification & Experience	<b><u>Educational Qualification</u></b>  Master's Degree in Library Science / Information Science with at least 55% of the marks or its equivalent grade / equivalent CGPA.  PhD in Library Science / Information Science / Equivalent subject with a consistently good academic record.  <b><u>Experience</u></b>  A minimum of 10 year's experience of teaching / librarian experience of which at least 5 year's experience as Assistant Librarian in the University or College Librarian.  <b><u>Desirable Qualification</u></b>  Evidence of innovative library science and organisation and computerisation of library.
Age	45 years



*[Handwritten signature]*  
3/1/17

**General Conditions & Instructions: (Advt. No. 23 dated 01.11.2017)**

1. The qualification, experience claimed and age limit prescribed will be reckoned **as on the last date of receipt of application**. Age relaxation shall be applicable as per GoI norms for SC / ST / OBC – NCL / PWD/Ex-servicemen / in service candidates. The admissible category wise age relaxation is as follows **and will be counted above the age limit prescribed:-**

- |     |  |   |  |
|-----|--|---|--|
| (a) | OBC (NCL)  | - | Three Years  |
| (b) | SC – ST  | - | Five Years   |
| (c) | PWD  | - | Age limit under respective category + 10 Years                               |
| (d) | Ex-Servicemen  | - | Age limit under respective category + Length of Military Service             |
| (e) | Departmental candidates with three years continued service in Central government | - | Age limit under respective category + 05 Years (for similar / allied cadres) |

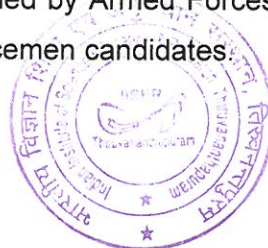
2. The advertised post(s) is/are as per the Central Government pay scales **according to 6<sup>th</sup> CPC** and carries usual allowances like DA, HRA, Transport Allowance etc.

3. The advertised post(s) are also eligible for other benefits like Medical Reimbursements, LTC, etc. as per the Institute norms as decided by the BoG of the Institute from time to time.

4. This advertised post(s) are covered under New Defined Contributory Pension Scheme as per the Govt. of India, Ministry of Finance Notification No.5/7/2003-ECB&PR dated 22nd December, 2003 (not applicable in case of deputation).

5. **The prescribed Qualifications /Experience indicated are the minimum and mere possession of the same will not entitle the candidates to be called for written test and or interview. Where number of applications received in response to the advertisement is large, the Institute may at the liberty to restrict the number of candidates to be called for written test and/or interview to a reasonable limit on the basis of qualifications and experience in the Government sector and/or higher than the minimum prescribed in the advertisement. The applicants should, therefore, furnish details of all qualifications and experience, and upload the scanned copies of all certificates.**

6. Graduation equivalent certificate issued by Armed Forces will be considered for only those posts where there is reservation for ex-servicemen candidates.



*[Handwritten signature]*  
31/11/17

7. Experience claimed will be reckoned from the date of obtaining minimum essential qualification as mentioned for the particular post. The period of appointment as apprentice / trainee will not be considered for counting the experience.

8. The experience certificate should be issued in the organization letter head and should have clear mention about the post held, nature of job, period of employment **and pay scale**. The experience certificate should bear the signature, name and seal of the issuing authority. The experience certificate should be in the format as per **Annexure-I**.

9. The equivalent pay, wherever claimed, will be calculated as the sum of initial pay in pay band plus applicable Grade Pay, as per 6<sup>th</sup> CPC pay scales.

10. Reservations for those belongs to SC/ST/OBC-NCL/ Ex-Servicemen category will be as per Govt. of India norms. Candidates belongs to reserved category (SC/ST/OBC-NCL/ Ex-Servicemen/PWD) should submit the valid certificate issued by the appropriate authorities as applicable for jobs under Government of India. In the absence of such certificate the candidate will be treated as General Category. **The OBC-NCL certificate should be issued during the current Financial Year.**

11. The application has to be submitted through online as per instructions given below. Incomplete applications and applications not supported by relevant documents as claimed in the application will be summarily rejected. The submission of only **online application** will be considered as incomplete application. The online application with attachments will be considered for further processing only if the hard copy as prescribed under Clause 26 below is received before the dates prescribed.

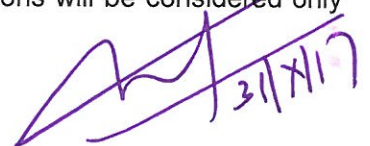
12. As an institution of national importance, IISER TVM strives to have a workforce which reflects an all-India character and hence candidates from all over the country are encouraged to apply. Female candidates are especially encouraged to apply so as to have a workforce which also reflects gender balance.

13. Application fee of Rs. 500/- is payable by all applicants, except SC, ST, PWD and Female candidates. Separate fee is to be paid if a candidate is applying for multiple posts. The payment is to be made online only. **Application fee once remitted will not be reimbursed.**

14. Candidates working in Govt. organization/ Semi. Government Organizations should forward the application through proper channel.

15. Candidates working in Govt. organization/ Semi. Government Organizations can submit the advance application along with applicable fees. However, their applications will be considered only



  
31/7/17

when the same is received through proper channel, before the due date of submission of hard copy of application.

16. Applications incomplete in any respect and/or not accompanied by relevant certificates / documents / photograph/application fee / late application will be summarily rejected.

17. The institute reserves the right not to fill up the vacancy advertised without assigning reasons thereof.

18. Canvassing in any form and/or bringing any influence will be treated as a disqualification.

19. List of shortlisted candidates for written test and / or interview will be published in the Institute's website and they will be communicated through e-mail as well. No other written communication will be made in this regard. Hence email-id and mobile no. of candidates are mandatory to be mentioned in the application form. Candidates are requested to regularly visit the Institute website i.e., [www.iisertvm.ac.in](http://www.iisertvm.ac.in), for updated information regarding the recruitment.

20. The shortlisted candidates have to produce the original documents in support of the claims in the applications regarding their reservation category, educational qualification, experience etc. which will be verified prior to selection process and those who are not in possession of the original documents as claimed in the applications will not be allowed to participate in the selection process.

21. No TA / DA will be paid for attending the selection process.

22. The selected candidates will be under probation for a period of one year and confirmation in services of the Institute will be subject to satisfactory completion of the probation and fulfilment of other requirements as per Institute rules, from time to time.

23. The Institute reserves the right to regularize / modify the pay scales or other service conditions, if found necessary later on, due to any change in the policy as decided by the BoG of the Institute or the Government of India.

24. Interim correspondences / telephone enquiry will not be entertained.

25. Interested candidates may apply online thorough the link under openings at [www.iisertvm.ac.in](http://www.iisertvm.ac.in).

26. This Institute will not be responsible for postal delays , if any.



  
31/7/17

## 26. HOW TO APPLY:

Step-1: Register for creating User ID and Password for online application in Institute website. The online applications can be submitted till 23.59 Hrs on **24 Nov 2017.**

Step-2: Fill the online application form complete in all respect and submit the same online. You can save before final submission to edit/review any field. No change is permissible after submission.

Step-3: After submission of form, payment gateway will open for payment of fee, if applicable (not applicable for SC/ST/PWD/Female candidates). Follow the instructions carefully for payment of fee. Without payment of fee, application will not be accepted / considered.

### **Steps to make payment**

Login in to : SBI Collect (new version)

	Details to be given
State of Corporate/Institutions	Kerala
Type of Corporate/Institution	Educational Institution
Educational Institutions name	IISER Thiruvananthapuram
Select payment category	Recruitment Fee

Step-4: Take a print-out of the completed application form, attach the proof of payment and forward the same along with self-attested copies of certificates for educational qualification and experience, as claimed in the application, by **Registered / Speed Post only** in a sealed cover superscribing "Application for the post of \_\_\_\_\_ Post Code \_\_\_\_\_" on or before **30 Nov 2017.**

**The Registrar  
IISER TVM  
Maruthamala P.O, Vithura  
Thiruvananthapuram – 695551"**

Advt.No 23/31.10.2017



  
Registrar 31/11/17