



भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान बरहमपुर
Indian Institute of Science Education and Research Berhampur
Established by the Ministry of Education, Govt. of India

Date of Commencement of Online Application: May 09, 2022.

Last Date of submission of Online Application: May 31, 2022.

Crucial date for calculation of upper age/ qualification/ experience : May 31, 2022.

ENGAGEMENT OF NON-TEACHING POSITIONS ON INSTITUTE CONTRACTUAL MODE

Online applications are invited from eligible Indian citizens having requisite qualification and experience for engagement to the following contractual (non-sanctioned) temporary positions.

Sl. No.	Name of the contractual position	Upper Age (In years)	Number of Posts	Monthly Consolidated Remuneration (₹)
1.	Duty Medical Officer	65**	02	67,000.00
2.	Nurse (Female)	40	01	45,000.00
3.	Laboratory Technician (Clinical)	40	01	25,500.00
4.	Senior System Administrator	35	01	45,000.00
5.	Technical Assistant (Networking and Hardware)	35	01	25,500.00
6.	Computer Laboratory Instructor	35	01	35,000.00
7.	Reprography and Photography Technician	35	01	25,500.00
8.	Private Secretary	40	01	45,000.00
9.	Office Assistant	35	01	25,500.00
10.	Project Engineer (Electrical)	35	01	45,000.00
11.	Project Engineer (Civil)	35	01	45,000.00
12.	Project Engineer(Mechanical)	35	01	45,000.00
13.	Laboratory Assistant (Chemical Sciences)	35	01	25,500.00
14.	Laboratory Technician (Chemical Sciences)	35	01	25,500.00
15.	Laboratory Attendant (Chemical Sciences)	35	01	16,000.00
16.	Laboratory Attendant (Biological Sciences)	35	01	16,000.00
17.	Laboratory Assistant (Physical Sciences)	35	01	25,500.00
18.	Laboratory Attendant (Physical Sciences)	35	01	16,000.00
19.	Sports Coach (Male)	35	01	26,300.00
20.	Sports Coach (Female)	35	02	26,300.00
21.	Cook	35	02	25,500.00
22.	Civil Motor Driver	35	02	25,500.00

** However, further the age can be relaxed considering the years of service & experience.

Important Instructions:

- The positions are purely contractual and on need based temporary engagement only. The engaged personnel will have no right whatsoever for permanent employment / absorption at IISER Berhampur.
- For PwD/ Ex-Serviceman, relaxation in upper age limit will be applicable as per Govt. of India rules in vogue.
- The selected candidate will have to submit a notarized affidavit executed in a Non-Judicial stamp paper worth Rs.100/- that the post against s/he is to be engaged at IISER Berhampur is a purely temporary, contractual basis for a fixed term of *not exceeding 11 months* and on monthly consolidated payment basis and will not demand for any regularization/ absorption against any regular positions and will not claim for continuation beyond the specified period of contractual engagement.
- The contract is initially for a period of 11 months, which may be extended by one more term of 11 months based on the performance of the candidate and requirement of the Institute. After expiry of the term, engagement shall stand terminated automatically unless the same is extended in writing. No separate notice will be served on completion of contract.
- At any case the contractual engagement of any category will not exceed for more than a maximum of 02 terms of 11 months each (i.e. maximum of 22 months).
- The Competent Authority of the Institute reserves the right to cease the engagement any time without any notice period or assigning any reason, thereof.
- The aforesaid instructions shall be supplementary and in addition to the terms of engagement letter, which shall be issued to the eligible candidate.
- Candidates who wish to apply for the positions at sl. no. 10,11 and 12 should have a life insurance policy of at least Rs. 5 lakh in his/her name. If s/he doesn't possess, s/he must submit an undertaking to take a policy within a period of one month of joining, if selected.



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Essential Qualification & Experience:

1. **Duty Medical Officer:** MBBS Degree. Valid registration in the state medical council. Minimum one year of experience in a reputed hospital with more than 50 beds after obtaining the MBBS degree.
2. **Nurse (Female):** B.Sc in Nursing from a recognized University/Institute. Valid registration as Nurse from Central/State Nursing Council in India with two years relevant work experience after obtaining the degree.
3. **Laboratory Technician (Clinical):** DMLT (Diploma in Medical Laboratory Technology)/ B.Sc. in MLT (Medical Laboratory Technology) with at least one-year experience in a Diagnostic Clinical Laboratory / Clinical laboratory associated with a hospital/health center recognized by (MCI) after graduation. Candidates also should have a valid registration in the respective state paramedical councils at the time of application.
4. **Senior System Administrator:** Essential Qualification and experience: Bachelor's degree with at least 3-4 years' experience in system administration and server maintenance in autonomous academic institutions or Govt. organizations.

The candidate must have exposure to the following fields:

- Experience with Linux servers in virtualized environments.
- Familiarity with the fundamentals of Linux scripting languages.
- Experience on MAC OS, Linux, and Windows operating systems
- Experience with installing, configuring, and maintaining services such as Bind, Apache, MySQL, Nginx, etc.
- A good concept of Network and security.
- Experience on firewall and Assist with network connectivity, design, and security.

Desirable skills sets:

- Red hat Open shift containers, Docker, and Kubernetes.
- Concept of Orchestration, deployment of containers.
- Experience with configuring and handling Telephony PBX.
- Some experience with web programming (HTML, PHP, JS, CSS) will also be a positive criteria.

5. **Technical Assistant (Networking and Hardware):** Three-year Diploma/Bachelor's Degree in Computer Engineering with one year relevant working experience in Hardware and Server Maintenance.
6. **Computer Laboratory Instructor:** Master's Degree in Computer Science/MCA/M.Tech.
Desirable: One year of teaching experience in the relevant field.
7. **Reprography and Photography Technician:** Bachelor of Arts in Photography and DTP. One-year experience in the relevant field i.e. familiarity with professional camera and lighting equipment, modern photography techniques, proficiency in photo editing software, videography and video editing, archiving of photos and videos.
8. **Private Secretary:** Master's Degree in any discipline with two years of experience in secretarial assistance having good command in noting and drafting, powerpoint presentation, good communication skills and knowledge of recording dictation in shorthand.
9. **Office Assistant :** Bachelor's degree with one year of relevant experience in the fields of academic administration or Establishment, Recruitment , Store & Purchase and Finance & accounts from an Educational Institute/ University System.
10. **Project Engineer (Electrical):** Bachelor's Degree in Electrical Engineering having five years of experience in construction/ maintenance and operation of buildings/ Campus area including LT/HT lines, DGs, substation etc. Candidate should have knowledge of CPWD norms, Auto CAD, Ms-Office etc.
11. **Project Engineer (Civil):** Bachelor's Degree in Civil Engineering having five years of experience in preparation of estimates, tendering process, site execution, RA bill preparation, design & maintenance of civil works etc. in a reputed organization/companies/institutions of National/International Repute. Candidate should have knowledge of IS codes, CPWD norms, Auto CAD, Ms-Office etc.
12. **Project Engineer (Mechanical):** Bachelor's Degree in Mechanical Engineering having five years of experience in Scientific/Research Laboratory Establishment, preparation of estimates, tendering process, site execution, RA bill preparation, exposure to fume hoods, fire fighting, plumbing, HVAC, Installatin and maintenance, knowledge of IS codes, CPWD norms, Auto CAD, Ms-Office etc.

13. **Laboratory Assistant (Chemical Sciences):** Bachelor's Degree in Chemistry with one-year relevant experience of working in labs in an Educational/Research Institute/University.



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14. **Laboratory Technician (Chemical Sciences):** Bachelor's Degree in Science/Technology/Engineering (OR) Diploma in Computers & Electronics/Electrical Engineering/Instrumentation of 3 years' duration in appropriate field with 1-year relevant experience in handling of laboratory and scientific equipment.
15. **Laboratory Assistant (Physical Sciences):** Bachelor's Degree in Physics with one-year relevant experience of working in labs in an Educational/Research Institute/University.
16. **Laboratory Attendant (Biological/Chemical and Physical Sciences):** 10+2 in Science or 3 years Diploma in Instrumentation/ Computers/ Electronics/ Electrical Engineering with six months' relevant experience of working in labs in an Educational/Research Institute/University will be given preference.
17. **Sports Coach (Male & Female):** Bachelor's Degree in Physical Education (B.P.Ed.) or its equivalent or Diploma in Coaching from NIS Patiala or its equivalent with one-year relevant coaching experience in an Educational Institute / University system.
18. **Cook:** 10th pass with one-year relevant experience in the field in an Educational Institute/ University System.
19. **Civil Motor Driver:** 10th pass with valid License of Light Motor Vehicle and one year relevant experience in any Office/ Agency etc.

The candidates selected for the above mentioned positions will be required to work at the Permanent Campus of the Institute situated at Laudigam and may be required to stay at the permanent campus. The Institute may consider to provide bachelor accommodation at the Permanent campus initially for a period of six months' subject to availability and requirements of the position. The maintenance personnel will be deployed in rotary shifts.

Terms & Conditions, procedure to apply for the contractual positions:

1. Candidates are required to apply through Institute website i.e. <https://www.iiserbpr.ac.in/> on or before 1730 hrs of May 31, 2022. **NO NEED TO SEND HARD COPY.** Any application received by *post/courier/by hand* etc. will NOT be considered.
2. Scanned copy of all the educational certificates, mark sheets, experience certificate, relieving order (if any), caste certificate (if applicable), any valid ID proof issued by the government and other supporting testimonials as mentioned in the online application form shall be uploaded as attachments. The shortlisted candidates called for the selection process have to produce the original certificates, original Identity proof and two recent passport size colour photographs while appearing for the process.
3. All qualification, experience and upper age limit will be reckoned as on May 31, 2022. Degree / Diploma as referred above should have been awarded by a Government recognized University/ Institute only.
4. The Institute reserves the right not to fill all or any of the posts advertised herein. The Institute also reserves the right to increase or decrease the number of posts required and to reject any or all the applications without assigning any reason.
5. The payment per month is consolidated throughout the contractual engagement period. It is inclusive of all, perquisite benefits, but subject to deduction of income tax and any other recoveries at source as per law in vogue.
6. Candidates may be posted and/or transferred to any internal department at any time during contract period as per the requirement of the Institute.
7. Canvassing in any manner would be a disqualification of the candidature.
8. The shortlisted applicants will be called to attend the selection process as decided by the Institute and no change in the process or date or method of selection will be entertained nor any queries on this will be entertained.
9. The decision of the Institute in all matters will be final. No correspondence /interim inquiries will be entertained from the candidates in connection with the process of selection. Any dispute with regard to this process will be subject to the Court having jurisdiction over Berhampur only.
10. Rules as applicable for regular employees in the matter of discipline will be equally applicable.
11. During the period of engagement, a contractual personnel can avail two days of paid leave per month. Unavailed leave will not be carried forward and no leave encashment will be admitted.
12. The working hours will be as per the Institute working hours which are at present from 9:00 AM to 05.30 PM with half an hour lunch break from 1:00 -1:30 PM.
13. The contractual employee has to attend office from Monday to Saturday in a week except of Gazetted Holidays.
14. No TA/DA will be paid to attend the selection process, if called for (or) for joining the post, if selected. Candidates will be required to pay non-refundable application fees of Rs.200/- through SBI I-Collect through the link provided in the online application portal. However, candidates belonging to SC/ST community, Ex-Serviceman, Women, PwD are exempted to pay the application fees.




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