

HOMI BHABHA CENTRE FOR SCIENCE EDUCATION
Tata Institute of Fundamental Research
(Deemed University)
V.N. Purav Marg, Mankhurd, Mumbai – 400 088.

Advertisement No. 03/2021

Homi Bhabha Centre for Science Education (HBCSE), a National Centre of the Tata Institute of Fundamental Research, invites applications for a post **Junior Engineer – B** at HBCSE, Mumbai.

Junior Engineer- B (Civil): One post (Unreserved); Pay Level 6, Pay Stage 1; Basic pay Rs. 35400 + admissible allowances as per Central Government norms, HQ: Mumbai.

Essential Qualification and Experience:

- (a) Full Time Diploma in Civil Engineering (from a Govt. recognized University/Institute with aggregate of 60% marks) or equivalent grades.
- (b) 2 years' experience in reputed organizations/Institutes in the field of Civil Engineering.
- (c) Knowledge of use of personal computer and software used in the field of Civil Engineering.

Desirable Qualification and Experience:

- (a) B.E/ B.Tech. Degree in Civil Engineering with prior Diploma in Civil Engineering from a Govt. recognized university/Institute.
- (b) Knowledge of government tendering process, preparation of Bill of Quantities (BOQ), Cost estimation of Civil projects, preparation of measurement book, processing of bills and use of AutoCAD software.
- (c) 4 years' experience in reputed organizations/institutes

Job Requirement:

Supervision of civil and public health activities during construction works, supervision of maintenance jobs of all civil works in buildings and roads by departmental staff, preparation of Bill of Quantities (BOQ), preparation of estimates, processing of tenders, documentary work related with works and labour contract etc.

Selected candidate will have to work in the round-the-clock shift duties, if required.

Age: Maximum 28 years (Prescribed age should not exceed as on July 01, 2021).

How to apply: Application will be accepted ONLINE only.

The facility of online application will be open from November 27, 2021 to December 17, 2021.

For online submission of application, please visit the website <http://www.hbcse.tifr.res.in/advn>. The candidates are advised to read instructions given on 'home page' of our website by clicking on the option "Application portal."

General Information:

- a. Appointment for the above posts will be initially for a period of three years, including a probation period of one year. Continuing appointments beyond the initial period of three years will be subject to the results of a comprehensive review and performance appraisal. After a successful review, the appointment is continued until the superannuation age, which is sixty.
- b. The selected candidates shall be required to join immediately. The Centre reserves the right to restrict the number of candidates for the recruitment process to a reasonable limit on the basis of qualification 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 consideration for recruitment.
- c. The Selection process shall involve the Written Test/Skill Test and Interview. The Centre reserves the right not to fill the above posts herein advertised in case suitable candidates are not found. Canvassing in any form shall disqualify the candidate. The posts are tenable at Mumbai but are liable to be transferred if the need arises to the Institute's headquarters or other Centres and Field Stations.
- d. Those working in Govt./Semi Govt./Public Sector Undertaking should apply Through Proper Channel. Applicants who do not send their applications through proper channels, if called, will be able to participate in the recruitment process only upon submission of a NOC from the competent authority. However, an advance copy of the application along with relevant enclosures may be submitted by post. In order to apply, the applicant may download the ONLINE submitted application and forward it to us by POST. Only those called for an interview will be informed of the results and no interim correspondence of any kind will be entertained.
- e. The prescribed age should not exceed as on July 01, 2021, for the above post.
- f. Selected candidate for the above post will be governed by the National Pension System applicable to the Central Government service [unless she/he is already governed by CCS (Pension) Rules 1972].
- g. Post for general category (Unreserved) - SC/ST/OBC/PWD/EWS candidates can also apply but no relaxation of age is applicable. Candidates applying for the above post and who are eligible for further age relaxation as per TIFR or GOI rules are required to submit applications by POST, along with a copy of the relevant certificate in support of age relaxation (for example ex-servicemen, persons with benchmark disabilities, etc.).
- h. SC, ST and OBC candidates applying for unreserved posts are not eligible for age relaxation and should apply online.
- i. Incomplete applications and online applications without uploading the supporting documents in support of their Educational qualification with all semester mark sheets, Date of Birth, Caste Certificate, Experience certificate along with pay drawn, etc. shall not be considered.
- j. Outstation candidates called for Written Test and Interview will be paid single Second Class return train fare (including Tatkal charges if any) 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 photocopies of onward and return journey tickets.
- k. If you travel by air, your air-fare will be restricted to the train fare (as per traveling allowance applicable to you) on the production of tickets and boarding passes.
- l. No reimbursement will be provided for interviews, written and skill test conducted online.
- m. A higher starting salary could be considered for deserving candidate.
- n. Before applying for the post, the candidate should ensure that s/he fulfills the eligibility and other criteria. The Centre reserves the right to reject applications not fulfilling the requisite criteria, at any stage of recruitment, and if erroneously appointed, such candidates shall be liable to be terminated from service.

Queries related to issues occurring while applying online only may be sent to recruitment@hbcse.tifr.res.in mentioning your name and mobile number in the email before the due date of receiving application.

The offline applications related to Sr. no. (d) and (g) under General information must be submitted on or before December 17, 2021 by post to Head Administration & Finance, Homi Bhabha Centre for Science Education, TIFR, V. N. Purav Marg, Mankhurd, Mumbai – 400 088.

Those who are eligible for sending the application offline may download the copy of the application and forward to us by postal service. You must write the post applied for and advertisement number on the envelope.

The last date for receiving ONLINE and OFFLINE applications is **December 17, 2021**.

Due to Covid-19 pandemic, the Centre reserves the right to conduct written tests, skill tests, interviews etc. online.

The candidates should check HBCSE's website regularly for updates.

Note: The candidates are required to produce following original documents with copies at the time of verification of documents during interview:

- a. Printout of online application form.
- b. Identity Proof (Aadhar Card/Election Card/PAN Card/Passport/Driving License).
- c. Proof of Date of Birth/ age (S.S.C school leaving certificate/ PAN card/ Passport),
- d. Educational Qualification (All semester wise mark sheets and certificates). **In case University/Board awards 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.

Sd/-
(Head, Admn. and Finance)
