

HOMI BHABHA CENTRE FOR SCIENCE EDUCATION
ESTABLISHMENT

Ref: HBC/EST/

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Advertisement No. 04/2025

Homi Bhabha Centre for Science Education, TIFR, Mumbai hereby invites applications for the following Project/Trainee posts at HBCSE, Mankhurd, Mumbai.

Abbreviation: UR – Unreserved, OBC – Other Backward Class, EWS – Economically Weaker Section

Designation	No. of Post & reservation			Honorarium/ Stipend	Max. age as on 01/07/2025
	UR	OBC	EWS		
Project Scientific Officer - B	1	-	-	Rs. 84200/- (Incl. of HRA Rs. 12852/-)	28 yrs (UR)
Project Scientific Assistant - B	1	1	1	Rs. 63900/- (Incl. of HRA Rs. 9558/-)	28 yrs (UR & EWS)
					31 yrs (OBC)
Project Assistant	2	-	-	Rs. 41100/- (Incl. of HRA Rs. 5859/-)	28 yrs (UR)
Project Work Assistant	1	-	-	Rs. 32300/- (Incl. of HRA Rs. 5400/-)	28 yrs (UR)
Engineer Trainee (IT)	2	-	-	Rs. 35000/-	28 yrs (UR)
Technical Trainee (Electrical)	1	-	-	Rs. 23000/-	28 yrs (UR)
Technical Trainee (Civil)	2	-	-	Rs. 23000/-	28 yrs (UR)
Library Trainee	1	-	-	Rs. 22000/-	28 yrs (UR)

1. VIGYAN PRATIBHA PROJECT

Project Scientific Officer - B, Unreserved (UR) – 1 Post

Walk-in-Selection Date & Time: 10/11/2025, 09.00 a.m. to 10.30 a.m.

Essential Qualification & Experience:

1. Full-time M.Sc./ M.S. (in any stream of Science or Mathematics or related disciplines) from a recognized University/Institute with an aggregate of 60% marks or equivalent CGPA.

OR

Full time B.E./ B.Tech. in any branch of Engineering from a recognized University/Institute with an aggregate of 60% marks or equivalent CGPA.

2. Two (2) years' experience in the field of educational content development, teaching, education research and social or similar research/developmental projects.

P.T.O.

Desirable Qualification & Experience:

1. The candidate should have an experience in teaching/ scientific writing/ development of educational activities.
2. Good proficiency in the English language and writing skills in English and/or any other regional language.
3. Ability to work with rigorous scientific and mathematical content at school level.
4. Ability to engage with the learning needs of Indian students.
5. Willingness to travel to schools and institutions in different parts of Maharashtra and nearby states.
6. Should have provisional experience with the website management (uploads, download, data handling).

Job Description:

1. To contribute towards the development of challenging learning units for science and mathematics and field testing them in different schools, teacher professional development and working with in-service teachers on regular basis. The work requires strong academic competence, the ability to interact with teachers and students in different schools (urban, rural, and tribal), and sensitivity toward the learning needs of students from diverse backgrounds in the country.
2. Document school visit reports.
3. Interact with school systems and administration to coordinate the workshop organization.
4. To contribute to the writing of annual project reports.
5. Any other work assigned by the supervisor.

2. VIGYAN PRATIBHA PROJECT**Project Scientific Assistant - B, Economically Weaker Section (EWS) – 1 Post**

Walk-in-Selection Date & Time: 07/11/2025, 09.00 a.m. to 10.30 a.m.

Essential Qualification & Experience:

1. Full-time B.Sc./ B.S. (in any stream of Science or Mathematics) from a recognized University/Institute with an aggregate of 60% marks or equivalent CGPA.
2. Knowledge of use of personal computers and its applications.
3. 0–2 years' experience in the field of educational content development, teaching, education research and social or similar developmental projects.

Desirable Qualification & Experience:

1. M.Sc. (in any stream of Science or Mathematics) with an aggregate of 60% marks or equivalent CGPA with an aggregate of 60% marks or equivalent CGPA in Graduation.
2. The candidate should have experience in teaching/ scientific writing/ development of educational activities
3. Ability to work with rigorous scientific and mathematical content at school level.
4. Good proficiency in the English language and writing skills in English and/or any other Indian language.
5. Ability to engage with the learning needs of Indian students.
6. Basic knowledge of common word processing and data analysis software such as MS-Office, Libre-office, etc.

Job Description:

1. To contribute toward the development of challenging learning units for science and mathematics and field testing them in different schools; teacher professional development and working with in-service teachers on regular basis. (The work requires strong academic competence, the ability to interact with teachers and students in different schools (urban, rural, and tribal), and a sensitivity toward the learning needs of students from diverse backgrounds in the country.)

P.T.O.

2. To work with teachers in schools in online mode + through school visits across the Maharashtra (and nearby states) for implementation of project activities in the school and its documentation.
3. To contribute to the writing of project reports.
4. Any other work assigned by the supervisor.

The EWS candidates are required to produce the certificate in the prescribed format only. The prescribed format for the EWS certificate:

<https://www.hbcse.tifr.res.in/get-involved/work-at-hbcse/ews-certificateformat.pdf/>

3. MATHEMATICS EDUCATION RESEARCH PROGRAMME

Project Scientific Assistant - B, Other Backward Class (OBC) – 1 Post

Walk-in-Selection Date & Time: 29/10/2025, 09.00 a.m. to 10.30 a.m.

Essential Qualification & Experience:

1. Full-time Science Graduate in any stream of Mathematics from a recognized University/Institute with an aggregate of 60% marks or equivalent CGPA.
2. Knowledge of use of personal computers and its applications.
3. One (1) year experience in teaching or other relevant experience.

Desirable Qualification & Experience:

1. M.Sc. in any stream of Mathematics.
- OR
1. B.Ed. from a recognized University/Institute.
 2. The candidate should have a strong interest in the field of teaching and learning of Mathematics.
 3. Experience in working at the ground level in an organisation doing innovative work in education.

Job Description:

1. To organise activities of the Mathematics Education group.
2. To assist the Mathematics Education research group in literature reviews, data collection, data entry, analysis, and report writing.
3. To assist in teaching and conducting workshops (offline and online, in English, Marathi or Hindi) for students and teachers in Mumbai and other places in India.
4. Any other work assigned by the supervisor.

The OBC candidates are required to produce the certificate in the prescribed format only. The prescribed format for the OBC certificate: <https://www.hbcse.tifr.res.in/get-involved/work-at-hbcse/obc-certificate-format.pdf/>

4. PHYSICS OLYMPIAD LABORATORY PROGRAMME

Project Scientific Assistant - B, Unreserved (UR) – 1 Post

Walk-in-Selection Date & Time: 28/10/2025, 09.00 a.m. to 10.30 a.m.

Essential Qualification & Experience:

1. Full-time B.Sc./ B.S. (Physics, Electronics, Instrumentation, or other equivalent subjects) with aggregate of 60% marks or equivalent CGPA.

P.T.O.

2. Knowledge of use of personal computers and its applications.
3. 0-2 years' experience in the relevant domain.

Desirable Qualification & Experience:

1. M.Sc. (Physics, Applied Physics, Engineering Physics, Electronics, Instrumentation, or other equivalent subjects) with an aggregate of 60% marks or equivalent CGPA in Graduation, or Integrated M.Sc. (in any of above subjects) with an aggregate of 60% marks or equivalent CGPA at the end of 6th semester.
2. Post-qualification work experience in teaching or research or science communication.
3. Interest in scientific research and education, especially in physics and willingness to help in designing and monitoring student projects.

Job Description:

1. To design and develop experiments/ demonstrations for Physics Olympiad and guide undergraduate students in projects in introductory physics and instrumentation.
2. To prepare user manuals and materials related to training in experimental physics.
3. To work in the area of physics education research.
4. Any other work assigned by the supervisor.

5. ACCOUNTS SECTION

Project Assistant, Unreserved (UR) – 1 Post

Walk-in-Selection Date & Time: 06/11/2025, 09.00 a.m. to 10.30 a.m.

Essential Qualification & Experience:

1. Graduate from a recognized University/ Institute with aggregate of 50% marks or equivalent CGPA.
2. Knowledge of typing.
3. Knowledge of use of personal computers and applications- supported by certificates from the government recognized institutions.
4. Minimum 1- year experience in clerical work in Accounts in large and reputed organization.

Desirable Qualification & Experience:

1. Preference will be given to the Commerce Graduate.
2. Experience in using accounting software.
3. Knowledge of written and spoken English.

Job Description:

1. All work related to Accounts such as to make all entries of bills in the software, to check and prepare bank reconciliation statements, taxation, maintain and prepare registers etc.
2. Any other work assigned by the supervisor.

6. NATIONAL CO-ORDINATOR'S OFFICE

Project Assistant, Unreserved (UR) – 1 Post

Walk-in-Selection Date & Time: 31/10/2025, 09.00 a.m. to 10.30 a.m.

Essential Qualification & Experience:

1. Graduate from a recognized University/ Institute with aggregate of 50% marks or equivalent CGPA.
2. Knowledge of typing.
3. Knowledge of use of personal computers and applications- supported by certificates from the government recognized institutions.
4. Minimum 1- year experience in clerical work in a large and reputed organizations.

Desirable Qualification & Experience:

1. Familiarity with software such as MS Office, Linux etc.
2. The candidate should have proficiency in the English language i.e. verbal and writing skills.
3. Designing and Creative Presentation Skills (Canva and similar tools).

Job Description:

1. To provide administrative assistance in workshops/programmes in Science Olympiad activities of the Centre.
2. Managing office administration correspondence via emails, phone calls etc.
3. Any other work assigned by the supervisor.

7. LIBRARY SECTION

Project Work Assistant, Unreserved (UR) – 1 Post

Walk-in-Selection Date & Time: 30/10/2025, 09.00 a.m. to 10.30 a.m.

Essential Qualification & Experience:

1. Passed S.S.C. OR Equivalent from a recognized Board.
2. Minimum one year experience in office work, like filing, zeroxing, clerical work etc.

Desirable Qualification & Experience:

1. Candidates with 'Library Certificate Course' will be preferred.
2. Candidates with experience in library work like shelving books, shelf reading, book processing etc. will be preferred.

Job Description:

1. Assisting with routine library tasks such as cleaning shelves, shelving books, xeroxing, pasting, and manning the circulation desk.
2. Maintaining vigilance in the library and supporting daily operations.
3. Any other work assigned by the Supervisor.

8. COMPUTER FACILITY

Engineer Trainee (IT), Unreserved (UR) – 2 Posts

Walk-in-Selection Date & Time: 03/11/2025, 09.00 a.m. to 10.30 a.m.

Essential Qualification:

Full-time degree in B.E/ B.Tech in Computer Science/ Electronics and Communications/ Information Technology from a recognized University/Institute.

Essential Experience:

Nil. Freshers can apply.

Desirable Experience:

1. Knowledge of basic computer hardware and networking.
2. Basic knowledge of web development and database management.
3. Knowledge of Windows, Linux, and Mac operating systems (installation, configuration & troubleshooting)
4. Basic knowledge of C, shell scripting, and Linux commands.
5. Strong interpersonal skills and the ability to function in a team environment.
6. Good problem-solving and communication skills.

Job Description:

1. To assist in basic computer system administration with general computer hardware and software management, OS troubleshooting, printers/copiers management.
2. To understand and maintain IT inventory, user tutorial & documentations at HBCSE.
3. To assist the senior in basic web development/management which involves developing and testing web modules, and websites using HTML, CSS, CMS, LMS, MySQL, PHP or python, and other databases, etc.
4. Basic online meeting management, LAN and WiFi network administration and management, VoIP, and AV management for in-house and external events/seminars/conferences.
5. Any other work assigned by the supervisor.

The post is temporary for one year and can be extended for another year depending upon the review of the performance of the candidate.

9. TECHNICAL SERVICES SECTION

Technical Trainee (Electrical), Unreserved (UR) – 1 Post

Walk-in-Selection Date & Time: 27/10/2025, 09.00 a.m. to 10.30 a.m.

Essential Qualification:

Full-time Diploma in Electrical Engineering from a Government recognized University/ Institute.

Job Description:

1. To carry out all the site and office works related to the Electrical services under the guidance of the supervisor(s).
2. To perform on site day to day maintenance duties related to the Electrical services.

P.T.O.

3. Operation & Maintenance of High Tension (HT) and Low Tension (LT) Panels, Transformers etc.
4. Attending faults/repairs/complaints.
5. Maintenance of registers.
6. Any other work assigned by the Seniors in Technical Service Section.

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

10. TECHNICAL SERVICES SECTION

Technical Trainee- Civil, Unreserved (UR) – 2 Posts

Walk-in-Selection Date & Time: 27/10/2025, 09.00 a.m. to 10.30 a.m.

Essential Qualification:

Full time Diploma in Civil Engineering from a Government recognized University/ Institute.

Desirable Qualification:

Knowledge of use of personal computer and software like AutoCAD, MS- Office etc.

Job Description:

1. To assist in supervision of Civil and Public health activities during construction/repair works, supervision of maintenance jobs of all civil works in buildings and roads by the department staff.
2. To assist in preparation of bills of quantities and estimates.
3. To record the site measurement as per the instruction of the supervisor recording measurements of work done on site.
4. Any other work assigned by the department Engineers.

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

11. LIBRARY SECTION

Library Trainee, Unreserved (UR) – 1 Post

Walk-in-Selection Date & Time: 04/11/2025, 09.00 a.m. to 10.30 a.m.

Essential Qualification:

Graduate from recognized University/Institute (Science Preferable) and B.Lib. (Bachelor's degree in Library & Information Science) from recognized University/Institute.

Desirable Qualification:

1. M.Lib. (Master degree in Library & Information Science) from recognized University/ Institute.
2. Knowledge of KOHA and DSpace

Job Description:

1. Shelving of books, managing circulation desk, processing of books, journals and other materials.
2. Accessioning, classification and data entry of books and other materials.
3. To provide reference services to the users, retrieval of information from digital databases and helping in other regular activities of the library.
4. Any other work assigned by the supervisor.

The selected candidate will have to work in shifts and on Saturdays, Sundays and other public holidays.

General Conditions:

1. In case Universities/Board award letter grades/CGPA/OGPA, the same will have to be indicated as an 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).

2. Sr. No. 1 to 7 are temporary posts for one year and can be extended up to one or two more years based on the requirement and performance of the candidate.

3. Sr. No. 8 to 10 are temporary posts for one year and can be extended for another year based on the requirement and performance of the candidate.

4. Sr. 11 is temporary post for one year.

5. Post/s for General Category (Unreserved) – SC/ST/OBC/EWS candidates can also apply.

6. SC, ST and OBC candidates applying for unreserved posts are not eligible for age relaxation.

7. OBC Candidates should produce a valid copy of the Non-Creamy Layer Certificate issued by the competent authority in the Govt. of India format. The OBC Non-Creamy Layer certificate in GOI format should be preferably for the current financial year on the date of the closing date of recruitment process or utmost not earlier than one year from the date of the closing date of recruitment process.

8. EWS candidates should submit a valid copy of EWS certificate issued by competent authority in the Govt. of India (GOI) format. The EWS certificate in GOI format should be preferably for the current financial year on the date of closing of application or utmost not earlier than one year from the date of closing date of application. Acknowledgement receipt of submission of application for EWS certificate for current financial year will also be accepted (If selected, the candidate has to submit EWS certificate for the current financial year).

9. Candidates applying for EWS reserved post are not covered under the scheme of reservation for SC, ST and OBC.

10. Project/Trainee staff will not be entitled for Institute provided accommodation.

11. Please download 'Application Form' here:

<https://www.hbcse.tifr.res.in/get-involved/work-at-hbcse/application-form.pdf/>

Bring 'Application Form' duly filled in all respects with enclosures at the time of interview.

12. All documents/ enclosures should be self-attested. Soft copies in any form will not be accepted.

13. Corrigendum/Addendum if any, will be published on HBCSE's website only.

HBCSE reserves the right to conduct written tests, skill test and the interviews or postpone or cancel the entire selection process for any or all posts. Canvassing in any form shall disqualify the candidate.

P.T.O.

Before applying for the post, the candidate should ensure that she/ he fulfills the eligibility and other criteria. The Centre would be free 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 if appointed.

The HBCSE-TIFR 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.

Sd/-

(Pragati Dandekar)

Head Administrative Operations

NOTICE BOARDS

: HBCSE, Mankhurd
: TIFR Main Campus
: TIFR CAM, Bengaluru
: NCBS, Bengaluru & Panchmarhi
: NCRA, Pune

: GMRT, Pune
: RAC & CRL, Ooty
: NBF & TCIS, Hyderabad
: ICTS, Bengaluru