



टाटा मूलभूत अनुसंधान संस्थान
TATA INSTITUTE OF FUNDAMENTAL RESEARCH
होमी भाभा रोड, कुलाबा, मुंबई - 400005 / Homi Bhabha Road, Colaba, Mumbai 400005
भारत सरकार के परमाणु ऊर्जा विभाग की स्वायत्त संस्था एवं समविश्वविद्यालय
An Autonomous Institute of the Department of Atomic Energy, Government of India,
and a Deemed-to-be University

Advertisement No. 2024/19

Applications are invited for the following posts tenable at Mumbai.

Sr. No.	Name of the post	Reservations						Age Max.	Pay Level and Pay Stage as per 7 th CPC Pay Matrix	TME (Rs.)
		UR	SC	ST	OBC	PwBD	EWS			
1	Scientific Officer (C) – One Post	1	0	0	0	0	0	28	Pay Level 10, Pay Stage 1	1,10,097/-
2	Scientific Officer (B) – One Post	1	0	0	0	0	0	28	Pay Level 8, Pay Stage 1	89,652/-
3	Administrative Assistant (B) – One Post	0	0	0	0	1	0	43	Pay Level 6, Pay Stage 1	68058/-
4	Supervisor (Canteen) – One Post	1	0	0	0	0	0	28	Pay Level 6, Pay Stage 1	68,058/-
5	Supervisor (Canteen) – One Post	0	0	0	0	0	1	28	Pay Level 6, Pay Stage 1	68,058/-
6	Clerk (A) – One Post	1	0	0	0	0	0	28	Pay Level 3, Pay Stage 1	43,809/-
7	Clerk (A) – One Post	0	0	1	0	0	0	33	Pay Level 3, Pay Stage 1	43,809/-
8	Work Assistant (Auxiliary) – Two Posts	2	0	0	0	0	0	28	Pay Level 1, Pay Stage 1	34,425/-
9	Work Assistant (Auxiliary) – Two Posts	0	0	0	0	0	2	28	Pay Level 1, Pay Stage 1	34,425/-
10	Work Assistant (Auxiliary) – One Post	0	0	0	1	0	0	31	Pay Level 1, Pay Stage 1	34,425/-
11	Work Assistant (Auxiliary) – One Post	1	0	0	0	0	0	28	Pay Level 1, Pay Stage 1	34,425/-
12	Project Scientific Officer (C) – Three Posts	3	0	0	0	0	0	28	Consolidated Pay Rs.100600/- (including HRA)	
13	Tradesman Trainee – Welder (G&E) – One Post	1	0	0	0	0	0	28	Monthly Stipend Rs.18500/-	
14	Tradesman Trainee – Fitter - One Post	1	0	0	0	0	0	28	Monthly Stipend Rs.18500/-	

Abbreviation: UR - Unreserved; SC - Scheduled Caste; ST - Scheduled Tribe; OBC - Other Backward Class; EWS – Economically Weaker Section; PwBD - Persons with Benchmark Disabilities; TME – Total Monthly Emoluments.

1 SCIENTIFIC OFFICER (C) – ONE POST - UNRESERVED

Qualification & Experience:

(a) Full Time Bachelor's Degree Course in Engineering of B.E./B.Tech. (with aggregate minimum of 60% Marks) in Electronics / Electronics and Communication / Electrical and Electronics / Electronics and Telecommunication OR Master's Degree in Science in Electronics / Electronic Sciences (with aggregate minimum of 60% Marks) from a recognized University/Institute.

(b) Minimum One Year experience in the relevant field.

Job Description:

The candidate will likely be working on the design and development of electronic systems for the ongoing phase-2 upgrade program of the CMS experiment at the LHC. The candidate should be able to design multilayer PCBs using CAM/CAD software (Altium Designer is preferred). The candidate should be able to develop test benches from scratch using Xilinx Vivado/ISE for FPGA ('Xilinx') based embedded systems and to implement RTL design (Verilog or VHDL). The candidate is anticipated to create intricate firmware for the project's trigger and/or DAQ pipeline. For the aforementioned project, the candidate is expected to test and troubleshoot various electronic test systems. The candidate should be comfortable using instruments used in laboratories, such as function generators, mixed-signal oscilloscopes, and digital multimeters, and should have extensive knowledge in C, C++, and Python coding languages.

Desirable Qualification: Candidates with experience in the relevant field will be given preference.

NOTE : Above post was advertised against Advertisement No. 2024/4; Sr. No. 3. This is a re-advertisement with revision. Candidates who applied against Advertisement No. 2024/4; Sr. No. 3 need not apply again since their applications will be rescreened based on the criterion mentioned above.

Mode of Recruitment: Interview.

2 SCIENTIFIC OFFICER (B) – ONE POST – UNRESERVED

Qualification & Experience:

(a) Full Time Masters degree in Science (from a recognized University/Institute with aggregate of 60% marks) in Computer Science / Information Technology / Electronics / Electronics and Communication.

OR

(a) Full Time Degree in Engineering (B.E. / B. Tech) (from a recognized University/Institute with aggregate of 60% marks) in Computer Science / Information Technology / Electronics / Electronics and Communication.

(b) Minimum 2 years' experience.

Desirable Qualification and Experience:

1. Experience in the installation and upgradation of Linux, Windows, macOS for PC & Server and Installation of hardware and supervision of its maintenance. These include servers, desktops and mobile devices.

2. Troubleshoot system and network issues, diagnosing and solving hardware or software faults.

3. Experience in System/Network administration.
4. Candidates with post-education experience will be given preference.
5. Ability to work in a team.

Job requirement:

1. Installation of hardware and supervision of its maintenance. This includes servers, desktops and mobile devices.
2. System and network administration on Debian/Ubuntu GNU/Linux systems.
3. Installation and maintenance of all appropriate software needed by the users on Debian/Ubuntu GNU/Linux, Windows and macOS.
4. Maintenance and operation of equipment for online classes and meetings.
5. DNS, DHCP, NIS, NFS, Mail, Web, Storage, and Print server updating, maintenance and upgradation of software.
6. Configuration of Wi-Fi on various devices for members of the department.
7. Installation and maintenance of printers, scanners and all related peripherals.
8. User queries: assisting members of the department in using hardware and software of GNU/Linux, Windows and macOS.
9. IT infrastructure management
10. Support for discussion meetings/conferences and other events as needed.
11. Knowledge of basic web development tools like HTML, CSS, etc.
12. Providing expertise on the selection of appropriate hardware and assisting in its purchase and installation.
13. Procurement, maintenance and operation of all peripheral equipment.
14. Knowledge of LaTeX typesetting software.
15. Knowledge of computer networks and security.
16. Should be open to and capable of acquiring new skills as required.
17. Good communication and interpersonal skills.
18. Any other activity related to the above that may arise.
19. Upgradation of yourself on a continuous basis.
20. Job requirement may be updated later on.

Mode of Recruitment: Written Test and Personal interview (qualified upto top eight candidates from written test will be interviewed).

3 ADMINISTRATIVE ASSISTANT (B) – ONE POST – RESERVED FOR PERSONS WITH BENCHMARK DISABILITY (ORTHOPEDEICALLY HANDICAPPED)

Qualification & Experience:

- (a) Graduate from a recognised University /Institute with aggregate of 55% marks.
- (b) Proficiency in word processing/data base/accounting procedures.
- (c) 5 years' experience in Accounts/ Purchase/ Stores/General Admin /Establishment in a large and reputed organization.

Desirable Qualification and Job Requirement:

- (a) The applicant should have basic knowledge of Government Rules and Regulations in Financial preferably GFR, Establishment and Service matters.
- (b) Proficiency in oral and written official correspondence.

	<p>(c) Expert knowledge of MS Word, Excel, PowerPoint, and other MS Office applications as well as E-mail applications.</p> <p>(d) Experience in handling all clerical duties and confidential matters will be highly preferable.</p> <p>Mode of Recruitment: Written Test and Skill Test.</p>
4	<p><u>SUPERVISOR (CANTEEN) – ONE POST - UNRESERVED</u></p> <p>Qualification & Experience:</p> <p>(a) 3 years Degree in Hotel Management & Catering Technology or Equivalent from recognised University/Institute.</p> <p>(b) 2 years experience as supervisor/manager in a large hotel/hostel/Company.</p> <p>(c) Knowledge of use of personal computers and its applications.</p> <p>(d) Good communication skills.</p> <p>Desirable Qualification and Experience:</p> <p>a) Minimum 2 years' Experience in managing Restaurants/ Canteen, Kitchen and/or Dining facilities of any Hotel (5 Star and above), Government/PSU/Autonomous/Private concern having strength of 200 staff</p> <p>Mode of Recruitment: Written Test Only OR Written Test and Skill Test/Trade Test.</p>
5	<p><u>SUPERVISOR (CANTEEN) – ONE POST – RESERVED FOR ECONOMICALLY WEAKER SECTION</u></p> <p>Qualification & Experience:</p> <p>(a) 3 years Degree in Hotel Management & Catering Technology or Equivalent from recognised University/Institute.</p> <p>(b) 2 years experience as supervisor/manager in a large hotel/hostel/Company.</p> <p>(c) Knowledge of use of personal computers and its applications.</p> <p>(d) Good communication skills.</p> <p>Desirable Qualification and Experience:</p> <p>a) Minimum 2 years' Experience in managing Restaurants/ Canteen, Kitchen and/or Dining facilities of any Hotel (5 Star and above), Government/PSU/Autonomous/Private concern having strength of 200 staff</p> <p>Mode of Recruitment: Written Test Only OR Written Test and Skill Test/Trade Test.</p>
6	<p><u>CLERK (A) – ONE POST- UNRESERVED</u></p> <p>Qualification & Experience:</p> <p>(a) Graduate from a recognised University/Institute with aggregate of 50% marks.</p> <p>(b) Knowledge of typing.</p>

(c) Knowledge of use of personal computers and applications – supported by certificates from the government recognized institutions.

(d) Minimum 1 year experience in clerical duties and correspondence in large and reputed organization.

Desirable Qualification and Experience: Graduate degree in Science, Commerce or Arts with additional diploma / certificate course in Materials Management/ Supply Chain Management". In addition, working knowledge of GEM, CPPP etc. with experience of working in Purchase /Stores Department in an organisation of repute will be an added advantage.

Mode of Recruitment: Written Test and Skill Test.

7 CLERK (A) – ONE POST- RESERVED FOR SCHEDULED TRIBE

Qualification & Experience:

(a) Graduate from a recognised University/Institute with aggregate of 50% marks.

(b) Knowledge of typing.

(c) Knowledge of use of personal computers and applications – supported by certificates from the government recognized institutions.

(d) Minimum 1 year experience in clerical duties and correspondence in large and reputed organization.

Desirable Qualification and Experience : Candidate should have experience in Establishment / Accounts / General Administration / Purchase / Stores works. Proficient in MS Word, Excel, PowerPoint, and other MS Office applications. Should possess basic knowledge of Government rules and regulations related to Establishment and service matters etc. Drafting skills in English are highly preferable.

Mode of Recruitment: Written Test and Skill Test.

8 WORK ASSISTANT- (AUXILIARY) – TWO POST - UNRESERVED

Qualification & Experience:

(a) S.S.C. OR Equivalent (Central/State Board Examinations).

(b) Minimum One-year experience in a reputed Canteen / Catering establishment.

Desirable Qualification and Experience:

a) Minimum one year certificate course in Food and Beverage service from a recognized Hotel Management Institute or Equivalent University/Institute.

b) Minimum one year Experience in multitasking role (Commissary/F&B Service/Cosmetic Maintenance) in the Restaurants/ Canteen, Kitchen and/or Dinning facilities of any Hotel (5 Star and above), Government/PSU/Autonomous/Private concern having strength of 200 staff.

Mode of Recruitment: Written Test and Trade/Skill Test.

9	<p><u>WORK ASSISTANT- (AUXILIARY) – TWO POST - RESERVED FOR ECONOMICALLY WEAKER SECTION</u></p> <p>Qualification & Experience:</p> <p>(a) S.S.C. OR Equivalent (Central/State Board Examinations).</p> <p>(b) Minimum One-year experience in a reputed Canteen / Catering establishment.</p> <p>Desirable Qualification and Experience:</p> <p>a) Minimum one year certificate course in Food and Beverage service from a recognized Hotel Management Institute or Equivalent University/Institute.</p> <p>b) Minimum one year Experience in multitasking role (Commissary/F&B Service/Cosmetic Maintenance) in the Restaurants/ Canteen, Kitchen and/or Dinning facilities of any Hotel (5 Star and above), Government/PSU/Autonomous/Private concern having strength of 200 staff.</p> <p>Mode of Recruitment: Written Test and Trade/Skill Test.</p>
10	<p><u>WORK ASSISTANT- (AUXILIARY) – ONE POST- RESERVED FOR OTHER BACKWARD CLASS</u></p> <p>Qualification & Experience:</p> <p>(a) S.S.C. OR Equivalent (Central/State Board Examinations).</p> <p>(b) Minimum One-year experience in a reputed Canteen / Catering establishment.</p> <p>Desirable Qualification and Experience:</p> <p>a) Minimum one year certificate course in Food and Beverage service from a recognized Hotel Management Institute or Equivalent University/Institute.</p> <p>b) Minimum one year Experience in multitasking role (Commissary/F&B Service/Cosmetic Maintenance) in the Restaurants/ Canteen, Kitchen and/or Dinning facilities of any Hotel (5 Star and above), Government/PSU/Autonomous/Private concern having strength of 200 staff.</p> <p>Mode of Recruitment: Written Test and Trade/Skill Test.</p>
11	<p><u>WORK ASSISTANT (AUXILIARY) – ONE POST - UNRESERVED</u></p> <p>Qualification & Experience:</p> <p>(a) S.S.C. OR Equivalent (Central/State Board Examinations).</p> <p>(b) Minimum One year experience as an Office Attendant / Office Boy.</p> <p>Desirable Qualification and Experience: Candidates with basic typing skills (English) and knowledge of office procedure will be preferred.</p> <p>Mode of Recruitment: Written Test and Skill Test.</p>
12	<p><u>PROJECT SCIENTIFIC OFFICER (C) – THREE POSTS - UNRESERVED</u></p> <p>Qualification & Experience:</p> <p>(a) Full time Degree in Engineering (BE/B.Tech with aggregate of 60% marks) from a recognized university/institute in Computer Science / Information Technology.</p> <p>(b) Experience: Minimum one-year experience in relevant field.</p>

Desirable:

Experience / Certification in Java and Oracle

Job Requirement:

The candidate should have

- (a) a clear understanding of web application development concepts using JSP/ Servlets/ Angular/ Spring/ Hibernate
- (b) Have good programming skills in Java and PL/SQL
- (c) Have clear concepts of DBMS and SQL
- (d) be active and open to acquiring new skills
- (e) have good communication and interpersonal skills.

Job Profile: The candidate will be required to

- (a) work in a software development team for web application development using Java, Angular, Spring frameworks, android based applications, PL/SQL
- (b) resolve bugs in existing software

Mode of recruitment: Interview.

13 TRADESMAN TRAINEE – WELDER (G&E) - ONE POST – UNRESERVED

Qualification : ITI i.e. National Trade Certificate (NTC) (60% marks) awarded by National Council of Vocational Training (NCVT) in the trade of **Welder (G&E)**.

Job Requirement : To work in the cryogenic facility in shift duties.

Mode of Recruitment: Written Test and Trade/Skill Test.

14 TRADESMAN TRAINEE – FITTER - ONE POST – UNRESERVED

Qualification : ITI i.e. National Trade Certificate (NTC) (60% marks) awarded by National Council of Vocational Training (NCVT) in the trade of **Fitter**.

Job Requirement : To work in the cryogenic facility in shift duties.

Mode of Recruitment: Written Test and Trade/Skill Test.

General Information :

1. All the above posts are tenable at TIFR, Colaba, Mumbai.
2. Selected candidates for all above posts are liable to be transferred to other Centres/Field Stations of the Institute, if required.
3. Higher starting salary could be considered for deserving candidates for all above posts.
4. The appointment for the above post at Sr. No. 12 is temporary and may be renewed each year up to a total period of three years depending upon performance.
5. The appointment for the post at Sr. No. 13 & 14 is limited to the period of **one year**.
6. Selected candidates for all above posts will be required to work on Saturday/Sundays and holidays, as per the exigencies of the Institute.

7. Selected candidate for the post at sr. nos. 4, 5, 8, 9, 10, 13 & 14 will be required to work in shift duties.
8. Prescribed age should not exceed as on **July 01, 2024** for the above posts.
9. Selected candidates for the post at sr. nos. 1 to 11 will be governed by the National Pension System [unless already governed by CCS (Pension) Rules 1972].
10. Post/s for general category (Unreserved) – SC/ST/OBC/EWS/PwBD candidates can also apply. Candidates applying for EWS reserved posts should not be covered under the scheme of reservation for SCs, STs and OBCs.
11. Applications from the candidates will be accepted ONLY ON-LINE except for the following: -
 - i. 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, alongwith a copy of relevant certificate in support of age relaxation (**for example ex-servicemen, persons with benchmark disabilities etc.**). [SC, ST, OBC and EWS candidates applying for unreserved posts are not eligible for age relaxation and should apply online].
 - ii. Applicants 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 able to participate in the recruitment process only upon submission of a NOC from the competent authority. However, an advance copy of application alongwith relevant enclosures may be submitted by post. Such applicants are not required to apply online.
12. Incomplete applications (online) and off-line applications without photocopy of certificate in support of age relaxation and applications received after the last date shall not be considered.
13. **On-Line applications must be submitted by 26 October, 2024 and applications by post must reach Administrative Officer (D), Recruitment Cell, Tata Institute of Fundamental Research, 1, Homi Bhabha Road, Navy Nagar, Colaba, Mumbai 400005 by 26 October, 2024.** Applicants who are required to send the applications by post must superscribe 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.
14. The candidates are required to produce following original documents with copies at the time of recruitment process:
 - a. Printout of online application form.
 - b. Identity Proof (Aadhaar Card / Election Card / PAN Card / Passport / Driving License).
 - c. Date of birth/Proof of age.
 - d. Educational Qualification (all mark sheets and certificates).

In case Universities/Board award 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.
 - f. Conduct certificates from two respectable persons.
 - g. SC/ST/OBC/EWS & PwBD certificate (wherever applicable) in the Government of India format.
 - h. OBC candidates should submit a valid copy of the Non Creamy Layer certificate issued by competent authority in the Govt. of India (GOI) format. The OBC Non Creamy Layer 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 OBC-Non Creamy Layer certificate for current financial year will also be accepted (If selected, the candidate has to submit OBC Non-Creamy Layer certificate for the current financial year).

- i. 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).
 - j. Candidates applying for the post reserved for Persons with Benchmark Disability should be suffering from not less than 40% of the relevant disability for the benefit of reservations. Candidates will have to submit a Disability Certificate issued by the competent authority in the prescribed format. PwBD candidates belonging to SC/ST/OBC will be given further age relaxations as per extant GoI rules.
15. (a) Outstation candidates called for recruitment process for the posts at sr.no. 1 & 12 will be paid single first class (non-air conditioned)/III Tier A/C return fare for the journey by the shortest route from the nearest railway station of their place of residence on the production of photocopies of onward and return journey tickets.
- (b) Outstation candidates called for recruitment process for the posts at sr. no. 2, 3, 4 & 5 will be paid single second class (non-air conditioned) return train fare for the journey by the shortest route from the nearest railway station of their place of residence on the production of photocopies of onward and return journey tickets.
- (C) Outstation candidates called for recruitment process for the post at 7 will be paid single second class return train fare for the journey by the shortest route from the nearest railway station of their place of residence to the nearest railway station of the place of interview on the production of photocopies of onward and return journey tickets. However, these candidates will have to bear the fare for the first 30 kms. both ways.
- "If you travel by air, you are required to purchase air tickets ONLY from 1) M/s Balmer Lawrie & Company Limited (BLCL) 2) M/s Ashok Travels & Tours (ATT) 3) Indian Railways Catering and Tourism Corporation Ltd. (IRCTC). BOOKING THROUGH THE WEBSITE OF AIRLINES IS NOT ALLOWED. The air-fare for such candidates will be restricted to the eligible return train fare on production of tickets and boarding passes".
16. The Institute 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. Mere fulfilling the essential and desirable qualifications and experience will not entitle an applicant to be called for the recruitment process. The Institute reserves the right not to fill any/some posts herein advertised. Canvassing in any form shall disqualify the candidate.
17. Before applying for the post, the candidate should ensure that they fulfill the eligibility and other criteria. Recruitment authorities would be free to reject application 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.
18. The Institute reserves the right to conduct written tests, skill tests, interviews etc. online/in-person.

