



ಮಾನವಸಂಪನ್ಮೂಲವಿಭಾಗ/मानव संसाधन अनुभाग/HUMAN RESOURCES SECTION  
ಭಾರತೀಯವಿಜ್ಞಾನಸಂಸ್ಥೆ/भारतीय विज्ञान संस्थान/INDIAN INSTITUTE OF SCIENCE  
ಬೆಂಗಳೂರು/बंगलूर/ BANGALORE – 560012  
ದೂರವಾಣಿ/दूरभाष/ TELEPHONE : 2293 2231 / 2232 / 2941  
ಇ-ಮೇಲ್/E-mail/ईमेल : office.hr@iisc.ac.in

Advertisement No. R(HR)Temp-03(CCMD)/2022

Indian Institute of Science (IISc), Bangalore invites applications for various positions in the Centre for Campus Management and Development. The details are as follows:

Sl. No.	Position	No. of Positions	Max Age Limit	Monthly Emoluments	
1.	Principal Project Associate (Civil)	01 (Gen)	40	Rs.49,000/- + HRA	<p><b>Essential Qualifications:</b> BE / B Tech in Civil Engineering with at least 8 years of experience in civil construction works including infrastructure development/management in government institutions (such as CPWD, state PWDs or semi-government institutions/ PSUs/ statutory or autonomous organizations/ universities/ institutions of national importance) OR corporates/ private industries or reputed infrastructure firms or builders. Experience in supervising preparation of estimates, preparation of bills, processing of bills for payment, e-tendering, tender processing etc.</p> <p><b>Desirable Qualifications:</b> ME / M Tech in Civil Engineering. Knowledge of the government norms related to civil construction works and e-tendering procedures.</p>
2.	Principal Project Associate (Electrical)	01 (Gen)	40	Rs.49,000/- + HRA	<p><b>Essential Qualifications:</b> BE / B Tech in Electrical Engineering with at least 8 years of experience in electrical works including infrastructure development/management in government institutions (such as CPWD, state PWDs or semi-government institutions/ PSUs/ statutory or autonomous organizations/ universities/ institutions of national importance) OR corporates/ private industries or reputed infrastructure firms or builders. Experience in supervising preparation of estimates, preparation of bills, processing of bills for payment, e-tendering, tender processing etc.</p> <p><b>Desirable Qualifications:</b> ME / M Tech in Electrical Engineering. Knowledge of the government norms related to electrical construction works and e-tendering procedures.</p>

3.	Senior Project Associate (Civil)	02 (Gen)	40	Rs.42,000/- + HRA	<p><b>Essential Qualifications:</b> BE / B Tech in Civil Engineering with at least 4 years of experience in civil works including infrastructure development/management in government institutions (such as CPWD, state PWDs or semi-government institutions/PSUs/statutory or autonomous organizations/universities/institutions of national importance) OR corporates/private industries or reputed infrastructure firms or builders. Experience in supervising preparation of estimates, preparation of bills, processing of bills for payment, e-tendering, tender processing etc.</p> <p><b>Desirable Qualifications:</b> ME / M Tech in Civil Engineering. Knowledge of the government norms related to civil construction works and e-tendering procedures.</p>
4.	Senior Project Associate (Electrical)	02 (Gen)	40	Rs.42,000/- + HRA	<p><b>Essential Qualifications:</b> BE / B Tech in Electrical Engineering with at least 4 years of experience in electrical works including infrastructure development/management in government institutions (such as CPWD, state PWDs or semi-government institutions/PSUs/statutory or autonomous organizations/universities/institutions of national importance) OR corporates/private industries or reputed infrastructure firms or builders. Experience in supervising preparation of estimates, preparation of bills, processing of bills for payment, e-tendering, tender processing etc.</p> <p><b>Desirable Qualifications:</b> ME / M Tech in Electrical Engineering. Knowledge of the government norms related to civil construction works and e-tendering procedures.</p>
5.	Project Associate (Civil)	04 (Gen – 03, OBC - 01)	35	Rs.28,000/- + HRA	<p><b>Essential Qualifications:</b> BE / B Tech in Civil Engineering with at least 2 years of experience in civil construction works (in government or private institutions or industries or reputed builders).</p> <p><b>Desirable Qualifications:</b> ME / M Tech in Civil Engineering. Knowledge of the government norms related to civil construction works and e-tendering procedures.</p>
6.	Project Associate (Electrical)	02 (Gen)	35	Rs.28,000/- + HRA	<p><b>Essential Qualifications:</b> BE / B Tech in Electrical Engineering with at least 2 years of experience in electrical works (in government or private institutions or industries or reputed builders).</p> <p><b>Desirable Qualifications:</b> ME / M Tech in Electrical Engineering. Knowledge of the</p>

					government norms related to electrical works and e-tendering procedures.
7.	Program Assistant	01 (Gen)	35	Rs.28,000/- + HRA	<b>Essential Qualifications:</b> MBA with at least 2 years of experience in managing and coordinating projects/programs including liaison with different stakeholders/people.

### **Job Description**

The responsibilities of the selected candidates include (but not limited to) supervise civil/electrical works (as applicable to the posts), supervise/prepare (as applicable) estimates for the civil/electrical works, preparation of bills, processing of bills for payment, and carryout other woks assigned by the Project Engineer-cum-Estate Officer from time to time. The candidates are also required to supervise/work (as applicable) on e-tendering, preparation of presentation materials, tender processing etc.

### **How to Apply**

- a. Candidates who are desirous to be considered strictly on the aforesaid terms and conditions may fill the online application form on the link given below duly attaching the required certificates in support of age, category, qualification, marks, disability, and experience **on or before 07.03.2022**.
- b. The selection will be based on interview. The shortlisted candidates will be informed through e-mail about date & time of interview. Candidates are also advised to provide correct information in their online application.
- c. Candidates may please ensure that they are fulfilling all the requisite criteria prior to registering, failing which, their candidature is liable to be rejected/cancelled.

### **General Instructions**

- a. The Candidate must possess the essential prescribed qualifications on or before the last date of submitting application.
- b. These are annual contract positions and are subject to annual review and renewal. However, the engagement may be terminated by either side without cause with one month notice or salary in lieu thereof. The decision of the Institute in this regard shall be final and binding on the candidate. The duration of the contract is for one year initially and extendable up to **three years** on a yearly basis, subject to satisfactory performance and conduct.
- c. The age of candidate should be below the prescribed age-limit as above, as on the last date of receipt of application. Relaxation in age is applicable as per GOI norms.
- d. Qualifications other than one prescribed in this advertisement will not be accepted.
- e. Engagement on contract would be subject to medical fitness.
- f. Except the consolidated and fixed emoluments, no other benefits will be extended.
- g. The contract can be terminated at any time by giving one month's notice, by either side.
- h. Candidature/contract of candidate(s) submitting false certificates or suppression/submission of incorrect information shall be liable for termination/disqualification/rejection at any stage.
- i. Candidates should apply through online mode only. Incomplete applications and applications in format other than that displayed on website and application received physically are liable to be rejected.
- j. Prescribed educational qualifications and experience are the minimum eligibilities required and mere fact that a candidate possesses the same shall not entitle him/her for being called for test/interview. The Institute reserves the right to restrict the no. of candidates admitted for interview to a reasonable number, on the basis of qualifications and/or experience.
- k. All Candidates should obtain NOC from the present employer and upload the same online. However, application without NOC shall also be considered, provided the candidate uploads a duly signed undertaking that the NOC will be submitted at the time of Interview.
- l. Applications should be submitted well in advance, without waiting till the last date.

- m. Call letters to attend online test/interview will be sent only to the eligible candidates by mail. Candidates are required to check their registered e-mail ID frequently. No correspondence will be made with applicants who are not short-listed/not called for online examination and interview.
- n. The Institute reserves the right to reject any application without assigning any reason. The Institute also reserves the right to cancel the advertisement/ recruitment at any stage without assigning any reasons. No correspondence will be entertained in this regard.
- o. The Institute reserves the right to verify the antecedents or documents submitted by the candidate at any time during the service. In case it is found that the documents submitted by the candidate are not genuine, then his/her services shall be terminated, and disciplinary/criminal proceedings will be initiated.
- p. No accommodation will be provided on the Institute campus during the course of their stay.
- q. Only Indian nationals need apply.

Link to apply online : <https://iisc.ac.in/positions-open/>

**Date : 14.02.2022**

**Registrar**