

## **IISc Medical School Foundation**

IISc Medical School Foundation invites applications for the following posts, purely on a contract basis. The appointment is initially for one year but extendable yearly upon satisfactory performance.

**1. Senior Project Manager-Electrical:** Number of positions: 01 (One); Emoluments: Rs. 1,00,000 - 1,25,000 + HRA (as applicable)

Essential Qualifications: BE / B Tech in Electrical Engineering with at least 15 years of experience in analyzing technical drawings, interpreting specifications, and determining the electrical requirements of a given project, 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 the preparation of estimates, preparation of bills, processing of bills for payment, e-tendering, tender processing etc.

Age: Below 50(Fifty) years as of the last date for receipt of applications. Age can also be relaxed at the discretion of IMSF for the candidates with experience and merit.

Desirable Qualifications: ME/MTech in Electrical Engineering and Knowledge of the government norms related to electrical works and e-tendering procedures. Experience in using CAD software to draft designs, analyzing, working with high and low voltage equipment, managing and maintaining building services, such as lighting, heating, ventilation and Lift systems.

**2. Project Manager-Electrical:** Number of positions: 02 (Two); Emoluments: Rs. 50,000-60,000 + HRA (as applicable)

Essential Qualifications: BE / B Tech in Electrical Engineering with at least 8(eight) years of experience in analyzing technical drawings, interpreting specifications, and determining the electrical requirements of a given project, 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 the preparation of estimates, preparation of bills, processing of bills for payment and e-tendering processing etc.

Age: Below 40 (Fourty) years as of the last date for receipt of applications. Age can also be relaxed at the discretion of the IMSF for the Candidates with experience and merit.

Desirable Qualifications: ME/MTech in Electrical Engineering and Knowledge of the government norms related to electrical works and e-tendering procedures. Experience in using CAD software to draft designs, analyzing, working with high and low voltage equipment, managing and maintaining building services, such as lighting, heating, ventilation and Lift systems. Experience in working with renewable energy sources, testing installations and ensuring

projects meet safety regulations.

**3. Senior Engineer-Electrical:** Number of positions: 02(Two); Emoluments: Rs. 40,000-50,000 + HRA (as applicable)

Essential Qualifications: BE / B Tech in Electrical Engineering with at least 04(four) years of experience in managing power generation, transmission and distribution, 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 the preparation of estimates, preparation of bills, processing of bills for payment, e-tendering, tender processing, etc.

Age: Below 35(Thirty Five) years as of the last date for receipt of applications. Age can also be relaxed at the discretion of the Foundation for the Candidates with experience and merit.

Desirable Qualifications: ME/MTech in Electrical Engineering and Knowledge of the government norms related to electrical works and e-tendering procedures. Experience in using CAD software to draft designs, analyzing, working with high and low voltage equipment, managing and maintaining building services, such as lighting, heating, ventilation and Lift systems. Experience in working with renewable energy sources, testing installations and ensuring projects meet safety regulations.

**4. Engineer-Electrical:** Number of positions: 04; Emoluments: Rs. 30,000-40,000 + HRA (as applicable)

Essential Qualifications: BE / B Tech in Electrical Engineering with at least 2(Two) years of experience in managing power generation, transmission and distribution, 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 the preparation of estimates, preparation of bills, processing of bills for payment, e-tendering, tender processing, etc.

Age: Below 30 (Thirty ) years as of the last date for receipt of applications. Age can also be relaxed at the discretion of the Foundation for the Candidates with experience and merit.

Desirable Qualifications: ME/MTech in Electrical Engineering and Knowledge of the government norms related to electrical works and e-tendering procedures. Experience in using CAD software to draft designs, analyzing, working with high and low voltage equipment, managing and maintaining building services, such as lighting, heating, ventilation and Lift systems. Experience in working with renewable energy sources, testing installations and ensuring projects meet safety regulations.

**5. Project Manager-Mechanical:** Number of positions: 02(Two); Emoluments: Rs. 50,000-60,000 + HRA (as applicable)

Essential Qualifications: BE / B Tech in Mechanical Engineering with at least 8 (eight) years of experience in analyzing technical drawings, interpreting specifications, and determining the mechanical requirements of a given project, 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 the preparation of estimates, preparation of bills, processing of bills for payment and e-tendering processing etc.

Age: Below 40 (Fourty) years as of the last date for receipt of applications. Age can also be relaxed at the discretion of the IMSF for the Candidates with experience and merit.

Desirable Qualifications: ME/MTech in Mechanical Engineering and Knowledge of the government norms related to electrical works and e-tendering procedures. Experience execution of MEP Services such as PHE, HVAC, MGPS, PTS, Electrical, ELV etc. for high rise buildings and have Co-ordination skill, knowledge of drawings review, quality control etc. Candidates having experience in Healthcare Projects with exposure to Planning software is preferable.

**6. Administrative Executive:** Number of positions: 02 (One); Emoluments: Rs. 50,000-60,000 + HRA (as applicable)

Essential Qualifications: MBA with at least 05 (five) years of experience in managing and coordinating large projects/programs, including liaison with different stakeholders/people 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.

Age: Below 40 (Forty) years as of the last date for receipt of applications. Age can also be relaxed at the discretion of the IMSF for the Candidates with experience and merit.

**7. Assistant Administrative Executive:** Number of positions: 03 (Three); Emoluments: Rs. 30,000- 40,000+ HRA (as applicable)

Essential Qualifications: MBA with at least 02 (two) years of experience in managing and coordinating large projects/programs, including liaison with different stakeholders/people 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.

Age: Below 35 (Thirty-Five) years as of the last date for receipt of applications. Age can also be relaxed at the discretion of the IMSF for the Candidates with experience and merit.

**JOB DESCRIPTION for Posts 1-5:** The responsibilities of the selected candidates include (but are not limited to) supervising civil/electrical/mechanical works (as applicable to the posts), supervising/preparing (as applicable) estimates for the civil/electrical/mechanical works, preparation of bills, processing of invoices for payment, and carry out other works assigned by the IMSF from time to time. The candidates are also required to supervise execution /work (as applicable) on e- tendering, preparation of presentation materials, tender processing etc.

**JOB DESCRIPTION for Posts 6-7:** The responsibilities of the selected candidates include (but are not limited to) supervising administrative jobs for IMSF. They include HR duties of IMSF, e-tendering process of project, bills processing, reports compiling, maintaining the accounts of IMSF, accounting office assets and all other non- technical jobs.

### **GENERAL CONDITIONS**

1. This is a contract position and is subject to annual review and renewal. However, the engagement is terminable from either side without any reasons but with one month notice or salary in lieu thereof. The decision of the IMSF in this regard shall be final and binding on the candidate. Duration is for the period of one year initially and extendable up to three years on a yearly basis subject to satisfactory performance and conduct
2. No accommodation will be provided.
3. No other benefits will be extended except the emoluments mentioned above.
4. The candidates have to appear in the selection process at their own cost.

**Mode of Selection:** Candidates who are desirous to be considered strictly on the aforesaid terms and conditions may submit the CV highlighting the qualifications and experience to

[office.iiscmedicalschoolfoundation@iisc.ac.in](mailto:office.iiscmedicalschoolfoundation@iisc.ac.in)

duly attaching the required certificates in support of age, qualification, marks, and experience on or before 5.00 pm on 10<sup>th</sup> Sep 2022. The eligible applicants will be called for an interview. However, the Foundation reserves the right to conduct a written test if the circumstances arise. Kindly do not send any hard copy of your application. However, the candidates called for an Interview should come along with all relevant documents.

Applications received after the deadline will not be considered for selection.

**Last Date of submission of on-line application: 15 September 2022; 5 pm**