

Recruitment Notice for Non-Teaching Positions

Opening date for submission of online application: **0900 hrs. of May 27, 2024**

Closing date of submission of online application: **1730 hrs. of June 26, 2024**

Crucial date for calculation of age/qualification/experience: **June 26, 2024**

The Indian Institute of Science Education and Research Berhampur, an Institute of National Importance, established by the Ministry of Education, Government of India, in order to promote higher scientific learning and research as well as scientific exploration at the undergraduate and postgraduate levels of education and to create scientists and academicians of the highest quality invites ONLINE applications from eligible Indian nationals to fill-up the following sanctioned regular post as per the reservation and mode of recruitment mentioned against each: -

Sl. No.	Name of the posts	Group	Pay Level (as per 7 th CPC)	Mode of recruitment	Vertical Reservation					Horizontal Reservation	Total No. of posts
					UR	SC	ST	OBC	EWS	PWD	
1	Assistant Engineer (Civil)	B	7	Direct Recruitment	01	00	00	00	00	00	01
2	Technical Assistant	B	6		01	00	00	00	00	00	01
Total					02	00	00	00	00	00	02

The essential qualification and experience for post(s) mentioned above are as under:

1. Assistant Engineer (Civil)	
No. of vacancy	01-UR
Pay Level (as per 7 th CPC)	Pay Level 7
Age Limit	38 years
Minimum Educational qualifications and experience required for Direct Recruitment.	
Qualification & Experience	Bachelor's Degree in Civil Engineering with first class from a recognized University / Institute with 3 years' relevant experience in Pay Level- 6 as Junior Engineer or above in the field of construction of Institutional Building, maintenance, designing and planning of civil works as per CPWD norms (OR) Diploma in Civil Engineering with first class from a recognized University/ Institute with 5 years relevant experience in Pay Level- 6 as Junior Engineer or above in the field of construction of Institutional Building, maintenance, designing and planning of civil works / electrical works as per CPWD norms.
2. Technical Assistant (Department: Physical Sciences)	
No. of vacancy	01-UR
Pay Level (as per 7 th CPC)	Pay Level 6
Age Limit	35 years
Minimum Educational qualifications and experience required for Direct Recruitment.	
Qualification & Experience	Qualification: M.Sc. in Physics / BS-MS with Physics Major with at least 55% marks. Experience: 5 years' relevant experience in handling advanced sophisticated instrument / research equipment in a Laboratory / Academic / Research / Establishments of National/ International Repute.

General Instructions:

- IISER Berhampur ensures gender equality in its recruitment process. The Institute strives to have a workforce which reflects gender balance and women candidates are encouraged to apply.
- The candidates are required to apply through ONLINE only. Please visit Institute website www.iiserbpr.ac.in for submission of online application through the online link. **NO NEED TO SEND HARD COPY**. However, in case of shortlisting for further selection test, the candidates have to produce the hard copies of all requisite document in original for verification at the time of selection test, as applicable.

3. While filling the online application, the candidate has to upload legible self-attested copies of all relevant documents such as educational mark sheets/ certificates/ experience certificate/ caste certificate/ relieving order/ valid ID proof issued by State/Central Govt. and other supporting documents as claimed in the online application portal, as applicable.
4. The applicant is required to pay a non-refundable application fee of ₹500/- (Rupees Five Hundred only) through online for each post applied. However, the application fee is exempted for candidates belonging to Women/SC/ST/Ex-servicemen/PWD/Transgender category. For claiming such exemptions, the applicant has to submit a self-attested copy of latest SC/ ST/ PwD/Transgender certificate/Identity Proof/ Discharge Certificate as applicable. Application fee once paid shall not be refunded under any circumstances.
5. **Guidelines for Scanning and Uploading of Photo and Signature:** Before applying online, a candidate will be required to have a scanned (digital) image of his/her photograph, signature as per the specifications given below.

Photograph Image:

- Photograph must be a recent passport size color photo.
- Make sure that the picture is in color, taken against a light-colored, preferably white background.
- If you have to use flash, ensure there's no "red-eye"
- If you wear glasses, make sure that there are no reflections and your eyes are clearly visible. Wearing of cap, hat and dark glasses in the photograph is not acceptable.
- Dimensions 200 x 230 pixels (preferred)
- Size of file should be between 10-100 KB with a dimension of (4.5 × 3.5 cm)
- Image type: .jpg / .jpeg

Signature Image:

- The applicant has to sign on white paper with Black/Blue ball point pen only.
 - Dimensions 140 x 60 pixels (preferred)
 - Size of file should be between 10-100 KB
 - Image type: .jpg / .jpeg
 - If the applicant's signature on the attendance sheet or Call letter, signed at the time of the examination, does not match the signature uploaded, the applicant will be disqualified.
 - Signature in CAPITAL LETTERS shall NOT be accepted.
6. Candidates are advised to fill their **correct and active e-mail address** in the online application form as all correspondences will be made by the Institute through e-mail only. The recruitment schedule will be made available on Institute website only. A list of shortlisted and rejected applications will be published post-wise on Institute Website for information of all. No separate letter (Hard copy) will be sent for this purpose. Further, for any updates, subsequent amendments/corrigendum in the advertisement and results, please visit the Institute website (www.iiserbpr.ac.in) regularly.
 7. The candidates applying for any post should ensure that they fulfill all the eligibility criteria and conditions for the post. Their admission to any stage of the selection process will be purely provisional subject to confirmation that they satisfy the prescribed eligibility conditions. Mere issue of call letter to the candidate for attending the selection test will not imply that his/her candidature has been found eligible.
 8. Age relaxation will be provided to the specified categories as per Govt. of India norms as applicable from time to time.
 9. Due relaxation in respect of age will be given to SC/ST/OBC candidates as per Government of India norms, only against reserved vacancies for such categories and can only be claimed on submission of valid community certificate issued prior to the date of issuance of this recruitment notice. In other words, no age relaxation would be available for SC/ST/OBC candidates applying for unreserved post/vacancies.
 10. Eligibility of candidate with regard to qualification, age & experience shall be reckoned/considered as on last date of submission of online application. Degree as referred above should have been awarded by a recognized University / Institute.
 11. The Institute reserves the right to:
 - Conduct written and/or trade test as applicable under the rule for the post wherever the circumstances so warranted or may fix a criterion after taking into the qualification and experience of the applicants.
 - Not to fill all/some of the advertised positions.

- Fill up consequential vacancies including additional post arising at the time of selection test for available candidate by direct recruitment. The number of positions is thus open to change.
12. The Institute has a right to decide the mode of screening and testing the applicant for shortlisting and selection.
 13. The Institute also reserves the right to fill the posts fully or partially depending on the availability of suitable candidates without assigning any reasons thereof.
 14. Mere eligibility does not vest any right on any candidate for being called for selection test. The Institute may fix suitable shortlisting criteria which may be more than the prescribed essential qualification and experience in the event of receipt of large number of applications. The decision of the Institute in all matters related to recruitment against this advertisement shall be final. No correspondence will be entertained from the candidates in connection with the process of selection test.
Canvassing in any manner would entail disqualification of the candidature.
 15. The Institute shall verify the antecedents or documents submitted by candidates at the time of appointment or during the tenure of the service. In case, it is detected that the documents submitted by the candidate are fake or the candidate has a clandestine antecedents/background and has suppressed the said information, then his/her service/engagement at the Institute shall be terminated.
 16. **Probation period for all regular positions is 01 (one) year.**
 17. Persons employed in Government/Semi-Government Organizations/Autonomous Bodies/PSU should upload NOC cum Vigilance cum Experience Certificate as per the prescribed format only mentioned in the advertisement.
 18. Candidates applying for more than one post should apply in separate application forms. Separate application fees will also be required to be paid (as applicable).
 19. Any dispute with regard to the selection / recruitment process will be subject to Courts / Tribunals having jurisdiction over **Berhampur, Ganjam, Odisha** only.
 20. In case of any mistake occurring inadvertently in the process of selection, which may be detected at any stage even after the issue of offer of appointment, the Institute reserves the right to withdraw/cancel/modify any communication made to the candidates.
 21. The Persons with Disabilities (PwD) of following category with minimum 40% disability are eligible to apply. Further, all instructions on PwBD as amended from time to time issued by the Government of India will be applicable.

Sl. No.	Name of the Post(s)	Physical Requirement(s)	Categories of Disabled suitable
1	Assistant Engineer (Civil)	Sitting, Standing, Walking, Bending, Lifting, Pulling & Pushing, Kneeling & Crouching, Manipulation by Fingers, Reading & Writing, Seeing, Hearing, Communication.	One Leg, One Arm, Hearing Impaired
2	Technical Assistant	Sitting, Standing, Walking, Reading & Writing, Manipulation by Fingers, Seeing, Hearing.	One Arm, One Leg, Low Vision, Hearing-Impaired

Categorization of PwD (a, b, c, d & e sub-categories):

- Blindness and Low Vision, Deaf and Hard of Hearing;
 - Locomotor Disability including Cerebral Palsy, Leprosy Cured, Dwarfism, Acid Attack Victims and Muscular Dystrophy;
 - Autism, Intellectual Disability, Specific Learning Disability and Mental Illness;
 - Multiple Disabilities from amongst persons under clauses (a) to (d) including Deaf-Blindness.
22. In terms of Department of Personnel and Training (DoPT) Office Memorandum No. 39020/01/2013-Estt.(B) dated October 09, 2015 and OM No. 1673988271234 dated April 13, 2017, Interview has been dispensed in all group C posts and group B Non-Gazetted posts. Accordingly, selection for group B (Non-Gazetted) & C posts will be based on these guidelines.
 23. No interim enquiries will be entertained. However, candidates are advised to keep visiting the Institute website www.iiserbpr.ac.in for any updates in this regard.
 24. Any difficulties relating to submission of online application may be sent to recruitment@iiserbpr.ac.in.




कुलसचिव /Registrar
श्री प्रदीप कुमार राय / Shri Pradeep Kumar Ray
कुलसचिव / Registrar
आई.आई.एस.ई.आर. बरहपुर/IISER Berhampur
(An Institute of National Importance under MoE, Govt.)
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NOC CUM EXPERIENCE CUM VIGILANCE CLEARANCE CERTIFICATE**To be forwarded to:****The Indian Institute of Science Education and Research Berhampur, Ganjam, Odisha-760010**

The applicant Mr./Ms./Dr., who has submitted this application for the post of against advertisement no. NT-02/2024 dated _____, 2024 of IISER Berhampur has been working in this organization namely..... as..... (name of the position holding), in a temporary/ contract/ permanent capacity with effect from till date in the Pay level..... / with a consolidated salary of Rs.----- (S)he is drawing a basic pay of Rs. in cell no.....

His/her next increment is due on

Also, on his/her selection, he/she will be relieved from the present position of within months.

Brief description of the job profile of the applicant:.....

(A separate sheet may be attached, if required)

Sl. No.	Name of the position holding	Pay Level and Cell / Consolidated Remuneration	From	To	Duties performed /duties assigned	Remarks, if any

Further, it is also certified that no disciplinary/vigilance case has ever been held or contemplated or is pending against the said applicant and the said applicant has submitted Immovable Property Return (IPR).

There is No Objection for his/ her application being considered by the Indian Institute of Science Education and Research Berhampur, Ganjam, Odisha-760010.

Date:

Place:

Name:

Designation:

Signature of the forwarding Authority

(with seal)