

HOMI BHABHA CENTRE FOR SCIENCE EDUCATION
Tata Institute of Fundamental Research
(Deemed University)
V.N. Purav Marg, Mankhurd, Mumbai – 400 088.

Advertisement No. 03/2021

Homi Bhabha Centre for Science Education (HBCSE), a National Centre of the Tata Institute of Fundamental Research, invites applications for a post **Laboratory Assistant- (B)** at HBCSE, Mumbai.

Laboratory Assistant- (B): One post (Unreserved); Pay Level 3; Pay Stage 1, TME: Rs. 39,002/- ; HQ: Mumbai.

Qualification and Experience:

- (a) Full Time H.S.C. with 60%.
- (b) Two year experience in working with a Laboratory.

OR

- (a) National Trade Certificate (NTC) (aggregate of 60% marks) awarded by National Council of Vocational Training (NCVT) in relevant field/laboratory.
- (b) Two years' experience in relevant field/laboratory.

OR

- (a) National Apprenticeship Certificate (NAC) (aggregate of 60% marks) awarded by National Council of Vocational Training (NCVT) in relevant field/laboratory.
- (b) One-year experience in relevant field/laboratory.

Desirable qualification:

Basic knowledge of MS Office would be added advantage.

Job Requirement:

Perform regular duties of lab attendant, clean and look after maintenance of Laboratory regularly, to stock and maintain chemicals/reagents used in the respective lab, wash glassware's and plastic ware, handle lab instruments, assist & provide the basic support required for various programs conducted by the department at any time and perform any miscellaneous work assigned by the section/Dept. head as and when required.

Age: Maximum 28 years

How to apply: Application will be accepted **ONLINE ONLY**. The facility of online application will be open from **November 27, 2021 to December 17, 2021**. For online submission of application, please visit the website <http://www.hbcse.tifr.res.in/advt>. The candidates are advised to read instructions given on 'home page' of HBCSE's website by clicking on the option "**Application portal.**"

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General Information:

- a) Higher starting salary could be considered for deserving candidates. Candidate is liable to be transferred to Institute's headquarters or other Centres/Field Stations of the Institute, if required.
- b) Appointment for the above post will be initially for a period of three years including probation period of one year. Continuing appointment beyond the initial period of three years will be subject to the results of a comprehensive review and performance appraisal. After successful review, the appointment is continued till superannuation age, which is sixty years.
- c) Selected candidates for the above post will be governed by the New Pension Scheme applicable to the Central Government Service [unless they are already governed by CCS (Pension) Rules 1972].
- d) Prescribed age should not exceed as on July 01, 2021.
- e) Post for General Category (Unreserved) – SC/ST/OBC/PwBD/EWS candidates can also apply. Candidates applying for above post and who are eligible for further age relaxation as per extant GOI rules are required to submit applications by POST, along with a copy of relevant certificate in support of age relaxation (**for example ex-servicemen, persons with benchmark disabilities etc.**). [SC, ST and OBC candidates applying for unreserved post are not eligible for age relaxation and should apply online].
- f) 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 an NOC from the competent authority. However, an advance copy of application along with relevant enclosures may be submitted by post. In order to apply, the applicant may download the ONLINE submitted application and forward it to us by POST.
- g) **The offline applications related to Sr. no. (e) and (f) must be submitted by post.** Applicants who are required to send the applications by post must write the post applied for and advertisement number of the post on the envelope.
- h) Incomplete applications and applications without photocopy of certificate in support of age relaxation and online applications without uploading the supporting documents in support of their Educational qualification with all semester marksheets, Date of Birth, Experience certificate along with pay drawn etc. and applications received after the last date shall not be considered.
- i) Only those called for recruitment process will be informed of the result and no interim correspondence of any kind will be entertained.
- j) **Note: The candidates are required to produce following original documents with copies at the time of recruitment process:**
 1. Printout of online application form.
 2. Identity Proof (Aadhar Card/Election Card/Pan Card/Passport/Driving License).
 3. Date of Birth/Proof of age.
 4. Educational Qualification (all mark sheets and certificates).

In case University/Board awards letter grades/CGPA/OGPA, the same will have to be

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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).

5. Experience Certificates/s.

- k) 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. Merely fulfilling the essential and desirable qualifications will not entitle an applicant to be called for consideration for recruitment. The Institute reserves the right not to fill the post herein advertised. Canvassing in any form shall disqualify the candidate.
- l) Before applying for the post, the candidate should ensure that s/he fulfills the eligibility and other criteria. Recruitment authorities 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.

The last date for receiving ONLINE and OFFLINE applications is **December 17, 2021**. The applications by post must reach the Head Administration & Finance, Homi Bhabha Centre for Science Education, TIFR, V. N. Purav Marg, Mankhurd, Mumbai – 400 088 by **December 17, 2021**.

Due to Covid-19 pandemic, the Institute reserves the right to conduct written test, skill tests online.

The candidates should check HBCSE's website regularly for updates.

Queries related ONLY to problems occurring while applying online may be sent to recruitment@hbcse.tifr.res.in mentioning your name and mobile number in the email before the last date of receiving application.

Sd/-
(Head Admn. and Finance)