

TATA INSTITUTE OF FUNDAMENTAL RESEARCH
National Centre of the Government of India
for Nuclear Science and Mathematics

Balloon Facility, ECIL P.O., Hyderabad - 500 062, India.

ADVERTISEMENT NO: 1/2013

Applications are invited for the following posts, tenable at TIFR Balloon Facility, Hyderabad.

1. **SCIENTIFIC ASSISTANT (B):** One Post (Reserved for OBC-Non creamy layer with Orthopedically Handicapped {Persons with Disabilities} Candidate), Pay Band (PB-2) Rs. 9300-34800 + Grade Pay Rs. 4200/-, TME Rs. 30,022/- ; Headquarters : Hyderabad.

Qualification : B.Sc. degree with Maths, Physics & Chemistry **OR** Maths, Physics & Computer Science with 60% marks in aggregate.

Experience: 0-2 year experience in Research Institute or Industry

Desirable Experience: Proficiency in Scientific Programming using 'FORTRAN' / 'C' Languages

Job Requirement: To work in the area of balloon quality control and production, participate in Balloon flights and assist the Balloon Group in all the Scientific / Technical activities.

Age: Below 41 years (after relaxation).

2. **LABORATORY ASSISTANT (B) :** One Post (Unreserved): Pay Band (PB -1) Rs. 5200-20200 + Grade Pay: Rs. 2000/-, TME Rs. 17,487/-; Headquarters: Hyderabad.

Qualification & experience: (i) S. S. C. **OR** Equivalent, (ii) ITI (60% marks in aggregate) with two year experience **OR** ITI (60% marks in aggregate) and NCTVT with one year experience in Miller trade.

Desirable experience: Minimum one year experience hands-on after passing either of the above qualifications, in machining precision jobs on milling machines, CNC Milling Machine operation and programming (FANUC Controller). Candidate should be able to read the machine drawing/blue prints.

Job Requirement: The selected candidate has to work independently on CNC milling machine(BFW) for making precise machined components for balloon experiment payloads, field support equipments and laboratory requirements. Familiarity with CAD is preferred.

Age: Below 28 years

3. **DRIVER (B):** One post (reserved for S.C.): Pay Band (PB – 1), Rs. 5200-20200 + Grade Pay: Rs. 1900/- TME: Rs. 16,647/- Headquarters: Hyderabad.

Qualifications: i) S.S.C. **OR** Equivalent.
ii) Valid licence for driving heavy motor vehicles

Experience: Minimum 3 years of accident-free experience of driving heavy motor vehicles in large cities.

Physical Fitness Requirements:

Height – 165 cms; weight corresponding to height and age as per medical standard, Chest 80-85 cm, Running fitness 100 meters in 16 seconds and 1.6 km in 6.5 minutes, normal eye sight and colour recognition.

(Relaxation in Physical fitness to women / members of some communities as per extant GoI Rules)

Desirable Experience:

- i) Experience in trouble shooting and minor repairs
- ii) First Aid Certificate
- iii) Knowledge of local language is preferred.

Job Requirements: Good skills in driving, daily upkeep of vehicles, ability to do minor repairs, maintenance of log books, safe driving free of accidents, adherence to traffic regulations, to work in shift duties when required, to work beyond regular hours when work demands, to take additional responsibilities and related works.

Age: Below 35 years (after relaxation).

- 4 **WORK ASSISTANT:** One Post (Unreserved); Pay Band (PB -1) Rs. 5200-20200 + Grade Pay: Rs. 1800/- TME Rs. 14,640/-, Headquarters: Hyderabad.

Qualifications & experience: (i) S.S.C **OR** Equivalent, (ii) Minimum experience of one year as Attendant

Desirable Experience: (i) Ability to read write and understand English. (ii) Familiarity with the use of personal computers and applications. (iii) Experience in filing, handling files and maintenance of records, despatch etc. (iv) Knowledge of general office work like attending phone calls. photocopying, scanning etc.

Job Requirement: The selected candidate will be required to do work relating to movement of papers, documents, registers, etc., within different sections, filing work, xerox work, arrangements for meeting/interviews in the Board Rooms/Seminar Hall, opening and closing all laboratories, Bank & Post Office works, delivering letters, etc., courier letters maintain Inward & Outward register and relating work.

Age: Below 28 years

TME: Total Monthly Emoluments.

Higher starting salary could be considered for deserving candidates. Candidates are liable to be transferred to other Centres/Field Stations of the Institute, if required.

General Information: Appointment for the post under Serial Number 1 & 2 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. Appointment to posts at Sl. No. 3 & 4 will be initially for a period of one year and continuing appointment will be given depending upon a comprehensive review of performance at the end of one year. After successful review, the appointment is continued till superannuation age, which is sixty.

Prescribed age should not exceed as on **January 1, 2013.**

Selected candidate for the posts at Serial Number 1 to 4 will be governed by the New Pension Scheme applicable to the Central Government service (unless they are already governed by CCS (Pension) Rules 1972).

Posts for general category (unreserved) – SC/ST/OBC/PWD candidates can also apply.

Applications giving full details together with copies of relevant certificates/testimonials in the following format and superscribing the post applied for & Serial Number of the post on the envelope should reach The Administrative Officer, T.I.F.R Balloon Facility, P.B. No. 5, ECIL Post, Hyderabad – 500 062 **within 20 days from the date of publication of this advertisement.**

Application format : (1) Advertisement Number. (2) Name, Serial Number of the post. (3) Name of the applicant. (4) (a) Date of birth (attach photocopy of certificate) (b) **Age as on January 1, 2013** (5) Nationality. (6) Whether belonging to SC/ST/OBC (attach photocopy of certificate). (7) Disability (attach photocopy of certificate). (8) Permanent address. (9) Address for correspondence. (10) Telephone numbers for contact. (a) Landline (b) Mobile. (11) Email address. (12) Qualifications (attach photocopy of certificates and mark lists). (13) Experience with details of organization, post held, scale of pay, basic pay (attach photocopy of certificate). (14) Names & addresses of two referees (attach certificates). (15) Have you at any time been called for interview in the Institute? If so, give details. (16) Any other information (17) Signature of the candidate. **Submission of the photocopies of all the certificates (attested by Gazetted Officer) are essential.**

Incomplete applications and applications without photocopies of certificates and applications received after the last date shall not be considered. Applicants in Government/Semi-Government/Public Sector Undertaking must apply through proper channel. Applicants applying for post reserved for OBC should submit a valid copy of the non-creamy layer certificate issued by competent authority in the Govt. of India format. The recommended format is available at (www.tifr.res.in/~bf/BFCareers.html). Applicants who do not send their applications through proper channel and applicants who do not submit a valid copy of OBC certificate in the Govt. of India format, if called, will be interviewed only upon submission of a NOC from the competent authority and/or valid OBC certificate in Govt. of India format, prior to the interview.

Candidates applying for reserved post for persons with disability should be suffering from not less than 40% of the relevant disability for the benefit of reservation. Candidates will have to submit a Disability Certificate issued by the competent authority in the prescribed format

Outstation candidates called for interview for posts at Sl.No. 1 & 3 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 place of interview on the production of photocopies of onward and return journey tickets.

The Institute reserves the right to restrict the number of candidates for interview 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 will not entitle an applicant to be called for interview. More vacancies may also be filled through this advertisement. The Institute reserves the right not to fill any/some posts herein advertised. Canvassing in any form shall disqualify the candidate. Please refer TIFR website also www.tifr.res.in/~bf/BFCareers.html for details.

APPLICATION FORMAT**PHOTO**

| | | |
|----|---------------------------------------------------------------------------------|-----------------------------------|
| 1 | Advertisement Number & Date | |
| 2 | Name, Serial Number of the post | |
| 3 | Name of the Applicant | |
| 4 | (a) Date of birth (attach photocopy of certificate) | |
| | (b) Age as on January 1, 2013 | ----- Yrs. -----months ----- days |
| 5 | Nationality | |
| 6 | Whether belonging to SC/ST/OBC/ Ex-Serviceman (attach photocopy of certificate) | |
| 7 | Disability (attach photocopy of certificate) | |
| 8 | Permanent Address | |
| 9 | Address for Correspondence | |
| 10 | Telephone numbers for contact | |
| | a) Landline | |
| | b) Mobile | |
| 11 | Email address | |

Contd...2

12. Qualifications (attach photocopies of certificates and marks list)

| Sl. No. | Course | Board / university | Year of passing | Total marks | Marks obtained | Percentage of marks (%) | Copy attached Yes / no |
|----------------|---------------|---------------------------|------------------------|--------------------|-----------------------|--------------------------------|-----------------------------------|
| | | | | | | | |
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13. Experience with details of organization (attach photocopies of certificates)

| Sl. No. | Name, address and telephone / mobile number of the Organization & Post Held | From Date | To Date | No. of year | Total Emoluments, per month Rs. | Nature of work / Reason for leaving |
|----------------|----------------------------------------------------------------------------------------|------------------|----------------|--------------------|--------------------------------------------|--------------------------------------------|
| | | | | | | |
| | | | | | | |
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14. Names & addresses of two referees (attach certificates)

| Sl. No. | Name | Address | Telephone nos (mobile & landline) | Certificate attached Yes / no |
|----------------|-------------|----------------|--------------------------------------------------|------------------------------------------|
| 1 | | | | |
| 2 | | | | |

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|----|--------------------------------------------------------------------------------------------------------------|--|
| 15 | Have you at any time been called for interview in the Institute? If so, give details (Year, Month, position) | |
| 16 | Any other information | |
| 17 | Signature of the Candidate with date | |

OBC CERTIFICATE FORMAT**FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING FOR APPOINTMENT TO POST UNDER THE GOVERNMENT OF INDIA**

This is to certify that Shri/Smt./Km.*son/daughter* of Shriof village/towndistrictinstate belongs tocommunity which is recognised as backward class under:

- 1 Resolution No. 12011 /68/93-BCC@dated 10th September 1993, published in the Gazette of India - Extraordinary - part 1, Section 1, No.186 dated 13th September 1993.
- 2 Resolution No.12011/9/94-BCC dated 19th October 1994, published in the Gazette of India - Extraordinary - part 1, Section 1, No.163, dated 20th October 1994.
- 3 Resolution No.12011/7/95-BCC, dated 24th May, 1995, published in Gazette of India - Extraordinary - part 1, Section 1, No.88, dated 25th May 1995.
- 4) Resolution No.12011/44/96-BCC, dated 6th December 1996, published in Gazette of India - Extraordinary - part 1, Section 1. No.210, dated 11th December 1996.
- 5 Resolution No.12011 /68/93-BCC, published in Gazette of India - Extraordinary - No. 129, dated the 8th July 1997.
- 6) ResolutionNo.12011/12/96-BCC,publishedinGazetteof India-Extraordinary No, 164, dated the 1st Sept. 1997.
- 7) Resolution No .12011/99/94-BCC, published in Gazetteof India -Extraordinary No.- 236, dated the 11th Dec. 1997.
- 8) Resolution No. 12011 /13/97-BCC, published in Gazette of India - Extraordinary No, - 239, dated the 3rd Dec. 1997.
- 9) Resolution No.12011 /12/96-BCC, published in Gazette of India - Extraordinary No. -166, dated the 3rd Aug 1998.
- 10) Resolution No.12011 /68/93-BCC, published in Gazette of India - Extraordinary No. -171, dated the 6th Aug 1998.
- 11) Resolution No. 12011/68/98-BCC, published in Gazette of India- Extraordinary No. 241, dated the 27th Oct. 1999.
- 12) Resolution No. 12011/88/98-BCC, published in Gazetteof India -Extraordinary No. 270, dated the 6th Dec. 1999.
- 13) Resolution No.12011 /36/99-BCC, published in Gazette of India - Extraordinary No. 71, dated the 4th April. 2000.

Shri/Smt./Km.*and/or his/her family ordinarily reside(s) in the District of the State. This is also to certify that he/she does not belong to the persons/sections (Creamy Layer) mentioned in column 3 (of the Schedule to the Government of India Department of Personnel & Training OM No.36012/22//93-Estt (SCT). dated 8.9.1993) and modified vide Government of India, Department of Personnel and training O.M No.36033/3/2004 - Estt.(Res) dated 09.03.2004.

Place

DISTRICT MAGISTRATE / DY. COMMISSIONER ETC.

Date

*Strike out whichever is not applicable

(With seal of Office)

NB : (a) The term 'ordinarily' used here will have the same meaning as in section 20 of the Representation of Peoples Act 1950. (b) The Authorities competent to issue caste certificates are indicated below : (i) District Magistrate / Additional Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / Deputy Collector / 1st class Stipendiary Magistrate / Sub - Divisional Magistrate / Taluk Magistrate / Executive Magistrate / Extra Assistant Commissioner (not below the rank of 1st class Stipendiary Magistrate), (ii) Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate, (iii) Revenue Officer not below the rank of Tahsildar, and (iv) Sub-Divisional Officer of the area where the Candidate and or his family resides.