

HOMI BHABHA CENTRE FOR SCIENCE EDUCATION
ESTABLISHMENT

Ref: HBC/EST/PA/2215

Walk-in Interview

January 04, 2018

Notice No: 03/18

Homi Bhabha Centre for Science Education (TIFR), Mumbai, hereby invites applicants for Walk-in-Interview for two positions of Project Assistant for Marathi D. T. P. and Administration to work in HBCSE.

PROJECT ASSISTANT – 2 Positions

Qualification & Experience:

- 1) The applicant should be Graduate from any recognized University with at least 50% marks Or equivalent CGPA and minimum 1 year experience in Clerical work in Administration/ Education.
- 2) Familiar with use of Computers and their applications for administrative matters and correspondence.
- 3) Knowledge of Marathi/English typing (on PC Keyboard) with minimum speed of 30 w. p. m and Spreadsheet software.
- 4) Spoken and Written knowledge of Marathi and English is essential.

The position is purely temporary, for one year in the first instance and extendable by one or two more years based on the performance of the candidate. A consolidated monthly honorarium of Rs. 19,500/- (inclusive of HRA Rs. 2,200/-) will be paid.

Age: Below 28 years.

Note: Project Assistant will not be entitled for Institute provided accommodation.

Instructions for applicants: Please download 'Application Form' here. Bring 'Application Form' duly filled in all respect with enclosures at the time of interview.

Applicants in Govt. / Semi-Government / Public Sector undertakings /Autonomous bodies must bring No Objection certificate from their Reporting Officer.

Outstation candidates belonging to SC/ST are entitled for Ordinary/Mail/Express second class return railway fare by shortest route only on production of railway ticket. This concession is not applicable to those SC/ST candidates who are already in Central/State Govt. service.

Date & Time of Interview: Wednesday, January 24, 2018 Time: 9:00 a.m. to 11:00 a.m.

Venue: HOMI BHABHA CENTRE FOR SCIENCE EDUCATION, T.I.F.R., (Next to Anushaktinagar Bus Terminus), V. N. Purav Marg, Mankhurd, Mumbai 400 088. To reach the Centre you may come by train to Mankhurd (Harbour Line) or take BEST Bus routes, 21 Ltd. from Dadar (E), 92 Ltd. or 521 Ltd. from Dadar (W), 360 from Kurla or 352 from Sion

Sd/-
(A.M. Abhyankar)
Head, Administration

NOTICE BOARDS

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