

# TATA INSTITUTE OF FUNDAMENTAL RESEARCH

National Centre of the Government of India for Nuclear Science & Mathematics and  
a Deemed University

1, Homi Bhabha Road, Colaba, Mumbai 400 005

## Advertisement No. 2023/14

Applications are invited for the following posts tenable at Mumbai.

Sr. No.	Name of the post	Reservations						Age Max.	Pay Level and Pay Stage as per 7 <sup>th</sup> CPC Pay Matrix	TME (Rs.)
		UR	SC	ST	OBC	PwBD	EWS			
1	Scientific Officer (D) – One Post	1	0	0	0	0	0	35	Pay Level 11, Pay Stage 1	1,24,637/-
2	Administrative Officer (D) – One Post	1	0	0	0	0	0	45	Pay Level 11, Pay Stage 1	1,24,637/-
3	Nurse (A) – One Post	1	0	0	0	0	0	30	Pay Level 7, Pay Stage 1	80,993/-
4	Nurse (A) – One Post	0	0	0	1	0	0	33	Pay Level 7, Pay Stage 1	80,993/-
5	Scientific Assistant (B) – One Post	1	0	0	0	0	0	28	Pay Level 6, Pay Stage 1	64,938/-
6	Scientific Assistant (B) – One Post	0	0	0	0	0	1	28	Pay Level 6, Pay Stage 1	64,938/-
7	Administrative Assistant (B) – One Post	0	0	0	0	0	1	33	Pay Level 6, Pay Stage 1	64,938/-
8	Assistant Security Officer (A)- One Post	1	0	0	0	0	0	35	Pay Level 6, Pay Stage 1	64,938/-
9	Tradesman (B) – Fitting/Welding – One Post	0	0	0	0	0	1	28	Pay Level 3, Pay Stage 1	41,785/-
10	Tradesman (B) – Welding – One Post	1	0	0	0	0	0	28	Pay Level 3, Pay Stage 1	41,785/-
11	Laboratory Assistant (B) – One Post	1	0	0	0	0	0	28	Pay Level 3, Pay Stage 1	41,785/-
12	Cook (B) – One Post	1	0	0	0	0	0	30	Pay Level 2, Pay Stage 1	35,575/-
13	Work Assistant – Plumbing/Fitter/Mason/Carpentry – One Post	1	0	0	0	0	0	28	Pay Level 1, Pay Stage 1	32,877/-
14	Work Assistant – Plumbing/Fitter/Mason/Carpentry – One Post	0	0	0	0	0	1	28	Pay Level 1, Pay Stage 1	32,877/-
15	Work Assistant – Air Conditioning – One Post	1	0	0	0	0	0	28	Pay Level 1, Pay Stage 1	32,877/-
16	Work Assistant – P&G – Three Posts	3	0	0	0	0	0	28	Pay Level 1, Pay Stage 1	32,877/-
17	Work Assistant – P&G – One Post	0	0	0	1	0	0	31	Pay Level 1, Pay Stage 1	32,877/-
18	Work Assistant – P&G – One Post	0	0	0	0	0	1	28	Pay Level 1, Pay Stage 1	32,877/-

**Abbreviation:** UR - Unreserved; SC - Scheduled Caste; ST - Scheduled Tribe; OBC - Other Backward Class; EWS - Economically Weaker Section; PwBD - Persons with Benchmark Disabilities; P&G - Parks and Garden; TME - Total Monthly Emoluments.

**1 SCIENTIFIC OFFICER (D)- ONE POST – UNRESERVED**

**Qualification & Experience:**

(a) Ph.D. in Biology / Chemistry or in a related area, preferably in cell biology / biochemistry / neurobiology from a recognized university /institute.

(b) Minimum 2 years experience (One year of post Ph.D. experience preferred).

**Job Requirement**

(a) Expertise in mammalian cell culture, and in primary neuronal culture from rodent brains

(b) Familiarity with confocal imaging.

**Desirable :**

(a) Familiarity with other imaging techniques such as multiphoton microscopy

(b) Experience in cell based assays such as MTT, flow cytometry, western-blotting, etc.

**Job description:**

The candidate will divide his/her time (roughly equally) between two responsibilities (a) Overall management of a cell culture and confocal microscope facility of the Dept. of Chemistry. The facility is used by several groups, and the candidate is expected to train users, manage schedules and take overall responsibility for running it. (b) Advanced research work on Biophysics and neurobiology. He/she is expected to join the existing research efforts of the Biophotonics lab of TIFR.

**Mode of Recruitment: Personal interview.**

**2 ADMINISTRATIVE OFFICER (D) – ONE POST – UNRESERVED**

**Qualification & Experience :**

(a) Post Graduate from recognised University/Institute with aggregate of 60% marks in Management/Administration.

OR

Graduate from a recognised University/Institute with aggregate of 60% marks and Diploma /Degree/Certificate course in Management or Administration.

(b) Proficiency in use of personal computers and applications.

**Experience:**

5 Years' experience in Level 8 and/or Level 9 and/or Level 10 or with equivalent TME (total monthly emoluments).

**Desirable Qualifications and Job Requirements :**

a) The applicant should have knowledge of Government of India Rules; Regulations in Finance, CCS Rules, FRSR, Establishment, Services Rules and Welfare matters. Candidate should be able to run a responsible administration while ensuring speed, quality and attention to details.

b) Skill in handling oral and written official correspondence.

c) Knowledge of data management software.

**Mode of Recruitment: Written Test and/or Skill Test and Personal interview.**



**3 NURSE (A)- ONE POST- UNRESERVED**

**Qualification & Experience:**

- (a) Full Time HSC and Full Time Diploma in Nursing & Midwifery (3 year course).
- (b) Registration as A Grade Nurse from State Nursing Council.
- (c) Minimum 2 year experience in Hospital.
- (d) Knowledge of use of personal computers and applications.

*DESIRABLE QUALIFICATION: B.Sc. NURSING*

**Desirable Experience :**

Apart from general nursing, knowledge & experience in diet counselling, health education and health promotional activities is desirable. The candidate should be interested in conducting various health related activities for the community. Candidate should be able to communicate in local languages.

**Mode of Recruitment: Written Test and/or Trade Test and Personal interview.**

**4 NURSE (A)- ONE POST – RESERVED FOR OTHER BACKWARD CLASS**

**Qualification & Experience:**

- (a) Full Time HSC and Full Time Diploma in Nursing & Midwifery (3 year course).
- (b) Registration as A Grade Nurse from State Nursing Council.
- (c) Minimum 2 year experience in Hospital.
- (d) Knowledge of use of personal computers and applications.

*DESIRABLE QUALIFICATION: B.Sc. NURSING*

**Desirable Experience :**

Apart from general nursing, knowledge & experience in diet counselling, health education and health promotional activities is desirable. The candidate should be interested in conducting various health related activities for the community. Candidate should be able to communicate in local languages.

**Mode of Recruitment: Written Test and/or Trade Test and Personal interview.**

**5 SCIENTIFIC ASSISTANT (B)- ONE POST – UNRESERVED**

**Qualification & Experience:**

- (a) Full time Diploma in Engineering from a recognized University/Institute with aggregate of 60% marks in Electronics Engineering/Electronics and Telecommunication Engineering.
- (b) Knowledge of use of personal computers and its applications.

	<p>(c) 1-2 years' experience in laboratory/industry related to degree subject.</p> <p><b>Additional comments:</b> Candidates with higher qualifications will not be shortlisted. Job duty involves working in shifts for accelerator O&amp;M.</p> <p><b>Mode of Recruitment: Personal interview.</b></p>
6	<p><b>SCIENTIFIC ASSISTANT (B) - ONE POST - RESERVED FOR ECONOMICALLY WEAKER SECTION</b></p> <p><b>Qualification &amp; Experience:</b></p> <p>(a) Full time Diploma in Engineering from a recognized University/Institute with aggregate of 60% marks in Electrical &amp; Electronics / Electronics &amp; Communication / Instrumentation.</p> <p>(b) Knowledge of use of personal computers and its applications.</p> <p>(c) 1 to 2 years experience in complete management of audio and video system setup, configuration and service delivery ; operating system related trouble shooting of desktop &amp; laptops ; trouble shooting of network problems related to dekstop and laptops ; repair and maintenance of audio and video equipment's / devices / instruments etc., like LCD projectors, audio amplifiers, mixers ; to independently provision audio and video services for medium to large conferences / workshops / lectures and talks.</p> <p><b>Desirable Qualification:</b></p> <p>(a) Full time three years Diploma in Engineering (from a government recognized polytechnic with an aggregate of 60% marks or higher) after SSC / HSC in Electrical &amp; Electronics / Electronics &amp; Communication / Instrumentation.</p> <p>(b) Any third party certification in audiovisual field. Familiarity of new technologies in the field of audiovisual and its availability in the market.</p> <p><b>Desirable Experience:</b> Interacting and getting the things done by service provider and vendors, evaluation of new equipment compatibility to the institute needs. Knowledge of operating system installation (Windows and Linux) and configuration on desktop and laptop.</p> <p><b>Job description:</b> The selected candidate's main responsibility will be to provide audiovisual service for the events organized / scheduled in the institute. He/She has to maintain the lecture rooms, meeting rooms and auditorium. He/She has to interact with other department staff in the institute to get their service for maintaining the facility and ensure the events are held without any trouble. Maintain and manage the audiovisual equipment and related instruments for the best service delivery.</p> <p>Candidates with higher qualification will not be considered. Selected candidate should be willing to work in shifts if required.</p> <p><b>Mode of Recruitment: Written Test and Personal interview.</b></p>



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**ADMINISTRATIVE ASSISTANT (B)- ONE POST RESERVED FOR ECONOMICALLY WEAKER SECTION**

**Qualification & Experience:**

- (a) Graduate from a recognised University /Institute with aggregate of 55% marks.
- (b) Proficiency in word processing/data base/accounting procedures.
- (c) 5 years' experience in Accounts/ Purchase in a large and reputed organization.

**Desirable Experience:** Knowledge of GFR, Procurement and Work Procedure as per CPWD. Should have experience of Billing and audit of Work contracts.

**Mode of Recruitment: Written Test and Skill Test.**

8 **ASSISTANT SECURITY OFFICER (A)- ONE POST – UNRESERVED**

**Qualification & Experience:**

- (a) Graduate from a recognised University/Institute with aggregate of 55% marks and with NCC (C) certificate

OR

- (a) Graduate from a recognized University/Institute with aggregate of 55% marks and with Advanced Civil Defence Course Certificate.
- (b) Knowledge of use of personal computers and applications.
- (c) 5 years' experience in Security in Level 5 and above or with equivalent TME (total monthly emolument) and above in a large and reputed organization.

For Ex-Servicemen, Military Service Personnel, CAPF

- (a) Graduation from a recognised University/Institute (Graduation Equivalent Certificate from Ministry of Defence is not sufficient).
- (b) Knowledge of use of personal computers and applications.
- (c) Junior Commissioned Officer (JCO) or equivalent in Level 6 and above OR 3 years' experience as Non Commissioned Officer (NCO) or equivalent in Level 5 and above.

**Physical Fitness**

- (a) Male: Height not less than 165cms; Chest 80-85 cms - Weight: corresponding to height and age as per medical standard. - Eye sight: The minimum vision should be 6/6 and naked eye vision for both eyes should be 6/9, and colour recognition.
- (b) Female: Height not less than 157 cms; Chest [ Not applicable ] - Weight : corresponding to



height and age as per medical standard. - Eye sight: The minimum vision should be 6/6 and naked eye vision for both eyes should be 6/9, and colour recognition.

**Physical Efficiency Test**

(a) Running Fitness for male candidates: 100 meters in 16 seconds and 1.6 km in 6.30 minutes for running tests conducted on smooth and straight running tracks. The time will be extended to 8.00 minutes for 1.6 km running test conducted in TIFR Colony.

Running Fitness for Ex-Servicemen, Military Service Personnel, CAPF and internal candidates above 35 years, Females: 100 meters in 18 secs and 1.6 km in 8.30 minutes for running tests conducted on smooth and straight running tracks. The time will be extended to 10.00 minutes for 1.6 km running test conducted in TIFR Colony

(b) Shot put except females (7.26 kgs ) 4.5 mts

(c) Chin ups (except females): Upto 30 years : 08-09 numbers 30-40 years : 05-06 numbers

(d) Pushups (except females) : 40-45 years : 16-17 numbers Above 45 years: 12-13 numbers

(e) Sit ups (except females) Up to 30 years : 25 – 29 numbers 30-40 years : 20-24 numbers 40-45 years : 15-19 numbers Above 45 years: 10-14 numbers

Note: Ex-Servicemen, Military Service Personnel, CAPF Personnel not below Junior Commissioned Officer or equivalent having three years' experience in Level 6 and above, will be considered for Level 7 [Assistant Security Officer (B)].

(Relaxation in Physical Fitness to members of some communities as per extant GOI rules).

**Mode of Recruitment: Physical Efficiency Test, Written Test and Skill Test.**

**9 TRADESMAN (B) – FITTING / WELDING - ONE POST RESERVED FOR ECONOMICALLY WEAKER SECTION**

**Qualification & Experience:**

(a) National Trade Certificate (NTC) (with aggregate of 60% marks) awarded by National Council of Vocational Training (NCVT) in Fitting / Welding trade.

(b) Two years' experience in fitting/welding field.

OR

(a) National Apprenticeship Certificate (NAC) (with aggregate of 60% marks) awarded by National Council of Vocational Training (NCVT) in Fitting / Welding trade.

(b) One year experience in the fitting/welding field.

**Mode of Recruitment: Written Test and Trade Test.**

10	<p><b>TRADESMAN (B) – WELDING - ONE POST - UNRESERVED</b></p> <p><b>Qualification &amp; Experience:</b></p> <p>(a) National Trade Certificate (NTC) (with aggregate of 60% marks) awarded by National Council of Vocational Training (NCVT) in welding trade.</p> <p>(b) Two years’ experience in Welding/Brazing.</p> <p>OR</p> <p>(a) National Apprenticeship Certificate (NAC) (with aggregate of 60% marks) awarded by National Council of Vocational Training (NCVT) in welding trade.</p> <p>(b) One year experience in Welding/Brazing.</p> <p><b>Mode of Recruitment: Written Test and Trade Test.</b></p>
11	<p><b>LABORATORY ASSISTANT (B)- ONE POST – UNRESERVED</b></p> <p><b>Qualification &amp; Experience:</b></p> <p>(a) National Trade Certificate (NTC) (aggregate of 60% marks) awarded by National Council of Vocational Training (NCVT) in Electronics field.</p> <p>(b) Two years’ experience in Electronics field.</p> <p>OR</p> <p>(a) National Apprenticeship Certificate (NAC) (aggregate of 60% marks) awarded by National Council of Vocational Training (NCVT) in Electronics field.</p> <p>(b) One year experience in Electronics field.</p> <p><b>Desirable Qualification:</b> Courses on micro-controllers, digital electronics and FPGAs will be desirable.</p> <p><b>Desirable Experience:</b> Experience in designing PCBs and wiring using software on PCs.</p> <p><b>Mode of Recruitment: Written Test and Trade Test.</b></p>
12	<p><b>COOK (B) - ONE POST – UNRESERVED</b></p> <p><b>Qualification &amp; Experience:</b></p> <p>(a) S.S.C. OR Equivalent (Central/State Board Examinations).</p> <p>(b) Minimum 3 years’ experience in the relevant field.</p> <p>(c) Certificate Course in cooking from a recognised Institute (minimum six months course)</p>

	<p><b>Desirable Qualification:</b> Graduate in any field with Craft course in Food Production and Patisserie of at-least one year from a reputed Catering College.</p> <p><b>Desirable Experience:</b> Three years work experience in a reputed 5 Star Hotel as a Cook/Commis.</p> <p><b>Mode of Recruitment: Written Test and Trade Test.</b></p>
13	<p><b>WORK ASSISTANT – PLUMBING/FITTER/MASON/CARPENTRY- ONE POST – UNRESERVED</b></p> <p><b>Qualification &amp; Experience:</b></p> <p>(a) Passed S.S.C. OR Equivalent from a recognized Board.</p> <p>OR</p> <p>(a) National Trade Certificate (NTC) awarded by National Council of vocational Training (NCVT) in Plumbing/ Fitter/Mason/ Carpentry Trade.</p> <p>One year experience in Plumbing/ Fitter/Mason/ Carpentry Trade.</p> <p><b>Mode of Recruitment: Written Test and Trade Test.</b></p>
14	<p><b>WORK ASSISTANT - PLUMBING/FITTER/MASON/CARPENTRY - ONE POST RESERVED FOR ECONOMICALLY WEAKER SECTION</b></p> <p><b>Qualification &amp; Experience:</b></p> <p>(a) Passed S.S.C. OR Equivalent from a recognized Board.</p> <p>OR</p> <p>(a) National Trade Certificate (NTC) awarded by National Council of vocational Training (NCVT) in Plumbing/ Fitter/Mason/ Carpentry Trade.</p> <p>One year experience in Plumbing/ Fitter/Mason/ Carpentry Trade.</p> <p><b>Mode of Recruitment: Written Test and Trade Test.</b></p>
15	<p><b>WORK ASSISTANT - AIR CONDITIONING – ONE POST – UNRESERVED</b></p> <p><b>Qualification &amp; Experience:</b></p> <p>(a) Passed S.S.C. OR Equivalent from a recognized Board.</p> <p>OR</p> <p>(a) National Trade Certificate (NTC) awarded by National Council of vocational Training (NCVT) in Air Conditioning trade.</p>



	<p>One year experience in Air Conditioning.</p> <p><b>Mode of Recruitment: Written Test and Trade Test.</b></p>
16	<p><b>WORK ASSISTANT – PARKS &amp; GARDEN - THREE POSTS – UNRESERVED</b></p> <p><b>Qualification &amp; Experience:</b></p> <p>(a) S.S.C. OR Equivalent (Central/State Board Examinations).</p> <p>(b) Minimum One year experience in gardening.</p> <p><b>Desirable Qualification:</b> One year certificate course in Gardening/Diploma in Gardening.</p> <p><b>Desirable Experience:</b> Three years as gardener.</p> <p><b>Mode of Recruitment: Written Test and Trade Test.</b></p>
17	<p><b>WORK ASSISTANT – PARKS &amp; GARDEN - ONE POST RESERVED FOR OTHER BACKWARD CLASS</b></p> <p><b>Qualification &amp; Experience:</b></p> <p>(a) S.S.C. OR Equivalent (Central/State Board Examinations).</p> <p>(b) Minimum One year experience in gardening.</p> <p><b>Desirable Qualification:</b> One year certificate course in Gardening/Diploma in Gardening.</p> <p><b>Desirable Experience:</b> Three years as gardener.</p> <p><b>Mode of Recruitment: Written Test and Trade Test.</b></p>
18	<p><b>WORK ASSISTANT – PARKS &amp; GARDEN - ONE POST RESERVED FOR ECONOMICALLY WEAKER SECTION</b></p> <p><b>Qualification &amp; Experience:</b></p> <p>(a) S.S.C. OR Equivalent (Central/State Board Examinations).</p> <p>(b) Minimum One year experience in gardening.</p> <p><b>Desirable Qualification:</b> One year certificate course in Gardening/Diploma in Gardening.</p> <p><b>Desirable Experience:</b> Three years as gardener.</p> <p><b>Mode of Recruitment: Written Test and Trade Test.</b></p>

**General Information :**

1. All the above posts are tenable at TIFR, Colaba, Mumbai.
2. Selected candidates for all above posts are liable to be transferred to other Centres/Field Stations of the Institute, if required.
3. Higher starting salary could be considered for deserving candidates for all above posts.
4. Selected candidates for all above posts will be required to work on Saturday/Sundays and holidays, as per the exigencies of the Institute.
5. Selected candidate for the post at sr.no.5, 6, 12, 16, 17 and 18 will be required to work in shift duties.
6. Selected candidate for the post at sr.no.8, 9, 10, 13, 14 and 15 will be required to work in round-the-clock shift duties.
7. Prescribed age should not exceed as on **July 01, 2023** for the above posts.
8. Selected candidates for the all above posts will be governed by the National Pension System applicable to the Central Government service [unless already governed by CCS (Pension) Rules 1972].
9. Post/s for general category (Unreserved) – SC/ST/OBC/EWS/PwBD candidates can also apply. Candidates applying for EWS reserved posts should not be covered under the scheme of reservation for SCs, STs and OBCs.
10. **Applications from the candidates will be accepted ONLY ON-LINE except for the following: -**
  - i. Candidates applying for above posts and who are eligible for **further age relaxation** as per extant GOI rules are required to submit applications by POST, alongwith a copy of relevant certificate in support of age relaxation (**for example ex-servicemen, persons with benchmark disabilities etc.**). [SC, ST, OBC and EWS candidates applying for unreserved posts are not eligible for age relaxation and should apply online].
  - ii. 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 alongwith relevant enclosures may be submitted by post. Such applicants are not required to apply online.
11. Incomplete applications (online) and off-line applications without photocopy of certificate in support of age relaxation and applications received after the last date shall not be considered.
12. **On-Line applications must be submitted by August 12, 2023 and applications by post must reach Administrative Officer (D), Recruitment Cell, Tata Institute of Fundamental Research, 1, Homi Bhabha Road, Navy Nagar, Colaba, Mumbai 400005 by August 12, 2023.** Applicants who are required to send the applications by post must superscribe the post applied for, advertisement No. & serial number of the post on the envelope. The format of the application is as prescribed for on-line applications.
13. The candidates are required to produce following original documents with copies at the time of recruitment process:



- a. Printout of online application form.
- b. Identity Proof (Aadhaar Card / Election Card / PAN Card / Passport / Driving License).
- c. Date of birth/Proof of age.
- d. Educational Qualification (all mark sheets and certificates).

In case Universities/Board award letter grades/CGPA/OGPA, the same will have to be 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.

- e. Experience certificate/s.
- f. Conduct certificates from two respectable persons.
- g. SC/ST/OBC/EWS & PwBD certificate (wherever applicable) in the Government of India format.
- h. OBC candidates should submit a valid copy of the Non-Creamy Layer certificate issued by competent authority in the Govt. of India format. The OBC Non Creamy Layer certificate in GOI format should be preferably for the current financial year on the date of closing of application or utmost not earlier than one year from the date of closing of application.

14. (a) Outstation candidates called for recruitment process for the posts at 1 and 2 will be paid single first class (non-air conditioned)/III Tier A/C return fare for the journey by the shortest route from the nearest railway station of their place of residence on the production of photocopies of onward and return journey tickets.

(b) Outstation candidates called for recruitment process for the posts at 3 to 8 will be paid single second class (non-air conditioned) return train fare for the journey by the shortest route from the nearest railway station of their place of residence on the production of photocopies of onward and return journey tickets.

"If you travel by air, you are required to purchase air tickets ONLY from 1) M/s Balmer Lawrie & Company Limited (BLCL) 2) M/s Ashok Travels & Tours (ATT) 3) Indian Railways Catering and Tourism Corporation Ltd. (IRCTC). BOOKING THROUGH THE WEBSITE OF AIRLINES IS NOT ALLOWED. The air-fare for such candidates will be restricted to the eligible return train fare on production of tickets and boarding passes".

15. 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. Mere fulfilling the essential and desirable qualifications and experience will not entitle an applicant to be called for the recruitment process. 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.

16. Before applying for the post, the candidate should ensure that they fulfill the eligibility and other criteria. Recruitment authorities would be free to reject application not fulfilling the requisite criteria, at any stage of recruitment, and if erroneously appointed, such candidates shall be liable to be terminated from service if appointed.

17. The Institute reserves the right to conduct written tests, skill tests, interviews etc. online/in-person.