

दिनांक / Date: 07.10.2025

विज्ञापन सं. / ADVERTISEMENT NO.: 55/2025

14.10.2025 को वॉक-इन इंटरव्यू / Walk-in interviews on 14.10.2025

[विशुद्ध रूप से अस्थायी और संविदात्मक आधार पर / Purely on Temporary and Contractual Basis]

भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान पुणे मूल विज्ञानों में अनुसंधान और शिक्षण के लिए समर्पित एक प्रमुख संस्थान है। यह मानव संसाधन विकास मंत्रालय (अगस्त 2020 में नाम बदलकर शिक्षा मंत्रालय कर दिया गया) द्वारा वर्ष 2006 में स्थापित किया गया। वर्ष 2012 में, इसे संसद के अधिनियम द्वारा राष्ट्रीय महत्व का संस्थान घोषित किया गया।

The Indian Institute of Science Education and Research (IISER) Pune is a premier institute dedicated to research and teaching in the basic sciences. It was established in 2006 by the Ministry of Human Resource Development (renamed Ministry of Education in August 2020). In 2012, IISER Pune was declared as an Institute of National Importance by an Act of Parliament.

संस्थान में आयोजित निजी एजेंसी द्वारा वित्त पोषित परियोजना के तहत वॉक-इन इंटरव्यू में निम्नलिखित विज्ञापित मानदंडों को पूरा करने वाले उम्मीदवार भाग ले सकते हैं जो हैं:

Indian Nationals fulfilling following advertised criteria may attend Walk-in Interviews for the following positions which are under multiple projects funded by Private Agency at IISER Pune:

पद क्र. / Post No. - 1	वरिष्ठ तकनीकी अधिकारी / Senior Technical Officer
पदों की संख्या / No. of posts	02 (Two)
न्यूनतम शैक्षिक अर्हता / Minimum educational Qualification	Ph.D. degree in Mathematics / Physics / Chemistry / Biology / Science Education / Technology / Engineering or related areas.
अनुभव / Experience	Minimum 3 years' experience of working on Teacher capacity building / Teacher training / Student capacity building programmes/ student training programmes is required. <i>Note: Relaxation in experience criteria may be considered, if a suitable number of applications are not received as per the advertised criteria.</i>
प्राथमिकता / Preference	Candidates having the following will be preferred: 1. Knowledge of the science education sector in India.

	<ol style="list-style-type: none"> 2. Developing and conducting workshops for teachers, students and early career researchers in the field of education. 3. Expertise in curriculum development for skill enhancement and pedagogical interventions. 4. Demonstrated work experience in managing and running programmes of teacher educator development. 5. Excellent oral and written communication skills. 6. Fluency in Marathi, Hindi and English.
कार्य अपेक्षाएं / Job requirements	<p>Incumbent is expected to do following:</p> <ul style="list-style-type: none"> • Contribute to both the technical and administrative aspects of the programme by developing project ideas, writing proposals, and supporting team onboarding. • Serve as a point of contact for stakeholders, ensuring clear communication and maintaining positive relationships. The role includes setting and monitoring goals, and ensuring deliverables are met on time and within budget. • Gather and analyze data to measure programme outcomes, and prepare detailed reports documenting activities, and achievements for stakeholders and funders. • Deliver various aspects of the programme. • Monitor the technical team. • Ensure quality of delivery of content. • Curriculum development and implementation of all aspects of the programme • Support and assist technical team members <p>Do any other work as assigned by the reporting authority.</p>
नियुक्ति का कार्यकाल / Tenure of the appointment	Initially, for a period of one year, extendable for a further period, subject to continuation of the project and satisfactory performance of the incumbent.
समेकित परिलब्धियां प्रति माह / Consolidated emoluments per month	Rs. 80,000/- to Rs. 1,00,000/- per month depending upon qualification/s and experience/s
वॉक-इन इंटरव्यू की तिथि के अनुसार आवेदक की आयु / Age of applicant as on date of walk-in interview	Not more than 42 years

पद क्र. / Post No. - 2	तकनीकी अधिकारी / Technical Officer
पदों की संख्या / No. of posts	03 (Three)

न्यूनतम शैक्षिक अर्हता / Minimum educational Qualification	Master's degree in Mathematics / Physics / Chemistry / Biology / Science Education / Technology/ Engineering or allied subjects
अनुभव / Experience	Minimum 5 years of experience in the field of education / teaching and / or pedagogy. <i>Note: Relaxation in experience criteria may be considered, if a suitable number of applications are not received as per the advertised criteria.</i>
प्राथमिकता / Preference	Candidates having the following will be preferred: <ol style="list-style-type: none"> 1. Having a Bachelor of Education (B.Ed.) degree 2. Experience in training the school / college teachers, students in pedagogy and science and/or math's education. 3. Experience in collaborating with state education agencies, and other key stakeholders 4. Teaching experience with hands-on demonstrations and working with tinkering labs. 5. Expertise in making educational videos and in handling different types of media. 6. Proficiency in Hindi, Marathi or any other regional language in addition to English with good command over oral and written communication skills.
कार्य अपेक्षाएं / Job requirements	Incumbent is expected to do following: <ul style="list-style-type: none"> • Design and execute teacher and student training workshops in science and mathematics. • Coordinate with stakeholders, state education agencies to facilitate the training. • Develop content, design models, and create hands- on activities that complement but are not restricted to school curricula. • The primary workplace will be in Pune; however, travel to various urban and rural areas across the country will be required. • Support and assist technical team members • Do any other work as assigned by the reporting authority.
नियुक्ति का कार्यकाल / Tenure of the appointment	Initially, for a period of one year, extendable for a further period, subject to continuation of the project and satisfactory performance of the incumbent.
समेकित परिलब्धियां प्रति माह / Consolidated emoluments per month	रु. / Rs. 55,000/- से रु. 80,000 per month based on qualification and / or experience

वॉक-इन इंटरव्यू की तिथि के अनुसार आवेदक की आयु / Age of applicant as on date of walk-in interview	Not more than 42 years
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पद क्र. / Post No. - 3	वरिष्ठ कार्यालय सहायक (प्रशासन और वित्त) / Senior Office Assistant (Administration and Finance)
पदों की संख्या / No. of posts	01 (One)
न्यूनतम शैक्षिक अर्हता / Minimum educational Qualification	Master's degree in Management / Commerce / Finance.
अनुभव / Experience	Minimum 8 years of relevant experience as mentioned under 'Job requirements'
प्राथमिकता / Preference	Candidates having the following will be preferred: <ol style="list-style-type: none"> 1. Experience in day-to-day office work and financial transactions. 2. Well versed in IT skills, MS Office, and Tally & capable to work on in-house accounting software. 3. Knowledge of Administration and Purchase matters in Government Organisations / Institutes and Managing Official Correspondence. 4. Good communication in (written and oral) English, Hindi, and Marathi. 5. Initiative skills and effective interpersonal communication.
कार्य अपेक्षाएं / Job requirements	Incumbent is expected to do following: <ul style="list-style-type: none"> • Administer the logistics and arrangements for various programs • Maintain reports, spreadsheets and related documents. • Maintaining filing structure, save and retrieve important documents and information in collaboration with the team • Carryout day-to-day financial transactions/activities with the accounts and purchase departments • Use in-house accounting and purchase software e.g. Tally, ERP • Work on accounting, auditing, etc. and Assist in preparing financial documents dispatched to funding agency • Handle and maintain all records related to finance, purchase, and administration.

	<ul style="list-style-type: none"> Assist the team in liaising with the local authorities for various project activities Do any other work as assigned by the reporting authority.
नियुक्ति का कार्यकाल / Tenure of the appointment	Initially, for a period of one year, extendable for a further period, subject to the continuation of the project and satisfactory performance of the incumbent.
समेकित परिलब्धियां प्रति माह / Consolidated emoluments per month	₹. 40,000/- to ₹. 60,000/- based on qualification/s and/or experience/s.
वॉक-इन इंटरव्यू की तिथि के अनुसार आवेदक की आयु / Age of applicant as on date of walk-in interview	Not more than 40 years

वॉक-इन इंटरव्यू का विवरण / Details of Walk-in Interviews

वॉक-इन इंटरव्यू का दिन, **Tuesday, 14.10.2025**

तारीख एवं रिपोर्टिंग समय / 09.30 AM

Day Date & Reporting Time
of walk-in interview

स्थान/ Venue

Guest House, IISER Pune Campus, Dr. Homi Bhabha Road, Pune 411008

किसी भी प्रश्न के लिए कृपया निम्नलिखित ईमेल पते पर लिखें / For any queries please write to following email address: npted@acads.iiserpune.ac.in या कॉल करें / Call on (020) 2590 8435 / 8211

वॉक-इन इंटरव्यू के समय, आवेदकों को निम्नलिखित लाना होगा:

- विधिवत भरा हुआ निर्धारित आवेदन पत्र (उसे डाउनलोड करने के लिए लिंक विज्ञापन लिंक के नीचे उपलब्ध है)
- सभी मूल और स्व-सत्यापित फोटो प्रतियों का एक सेट:
 - जन्म तिथि के संबंध में प्रमाण पत्र
 - शैक्षिक योग्यता के संबंध में अंक पत्र और प्रमाण पत्र (10 वीं से शुरू)
 - आवेदन पत्र में उल्लिखित अनुभव के संबंध में सभी प्रमाण पत्र
 - एक फोटो पहचान प्रमाण (सरकार द्वारा जारी)
- एक हालिया पासपोर्ट आकार का रंगीन फोटोग्राफ।

At the time of Walk-in interview, applicants need to bring following:

- Duly filled prescribed application form (Link to download the same is available below advertisement link)

2. All the originals and one set of self-attested photocopies of:
 - i. Certificate regarding date of birth
 - ii. Mark sheets and certificates (starting from 10th onward) regarding educational qualification
 - iii. All Certificate/s regarding experience/s as mentioned in the application form
 - iv. One Photo Identity proof (Government issued)
3. One recent passport-size color photograph.

पद के बारे में सामान्य जानकारी / विवरण
General Information / details about the post

1. नियुक्ति अस्थायी है और परियोजना की समाप्ति पर बिना किसी सूचना या मुआवजे के स्वतः समाप्त हो जाएगी।
The appointment is purely temporary and will terminate automatically without any notice or compensation on termination of the project.
2. नियुक्त व्यक्ति का निधीयन संस्था एवं आईआईएसईआर पुणे में नियुक्ति / अवशोषण का कोई दावा नहीं होगा।
The appointed person shall have no claim of appointment / absorption in Funding Agency or in IISER Pune.
3. आवेदक की नियुक्ति विशेष रूप से उक्त परियोजना के लिए लागू निधीयन संस्था के नियमों और शर्तों द्वारा शासित होगी।
The appointment of the applicant will be governed by the terms and conditions of the funding agency particularly applicable to the said project.
4. ऊपरी आयु सीमा, शैक्षिक अर्हता या अनुभव निर्धारित करने की तिथि वॉक-इन इंटरव्यू की तिथि होगी।
The prescribed date for determining the upper age limit, educational qualifications or experience shall be the date of walk-in interview.
5. निर्धारित शैक्षिक अर्हता मान्यता प्राप्त विश्वविद्यालयों / संस्थानों से प्राप्त होनी चाहिए।
The prescribed educational qualification should have been obtained from recognized Universities / Institutions.
6. निर्धारित शैक्षणिक अर्हताएँ / अनुभव आदि न्यूनतम हैं और उनके पास होने मात्र से ही उम्मीदवार चयन प्रक्रिया के प्रत्येक चरण में विचार किए जाने के हकदार नहीं हो जाते। जहां वॉक-इन इंटरव्यू के लिए उपस्थित होने वाले उम्मीदवारों की संख्या अधिक होगी तो, सभी पात्र उम्मीदवारों का साक्षात्कार करना सुविधाजनक या संभव नहीं होगा। जांच समिति की सिफारिश के आधार पर विज्ञापन में निर्धारित न्यूनतम शैक्षिक अर्हता / अनुभव को ध्यान में रखते हुए साक्षात्कार के लिए उम्मीदवारों की संख्या को एक उचित सीमा तक सीमित कर सकता है। अतः आवेदकों के हित में होगा कि वे आवेदन करते समय संबंधित क्षेत्र में सभी शैक्षिक अर्हताएँ एवं अनुभव का उल्लेख करें।
The prescribed educational qualifications and / or experience are the bare minimum and mere possession of same does not entitle candidates to be considered in each stage of the selection process. Where number of candidates appearing for walk-in interview is large, it will not be convenient or possible to interview all eligible

candidates. Based on the recommendations of the Screening Committee, the number of candidates to be considered for the interview may be restricted to a reasonable limit after taking into consideration qualifications and experience over and above the minimum prescribed in the advertisement. Therefore, it will be in the interest of the candidates, to mention all the qualifications and experience in the application.

7. चयन प्रक्रिया के दौरान आवश्यकता के आधार पर पदों की संख्या भिन्न हो सकती है।
Number of posts may vary depending upon the requirements during the selection process.
8. आवेदक के शैक्षिक अर्हता और / या अनुभव के अनुरूप आयु में छूट पर सक्षम प्राधिकारी के पूर्व अनुमोदन के साथ विज्ञापित अर्हता और अनुभव से अधिक योग्यता रखने वाले उम्मीदवारों के लिए विचार किया जा सकता है।
Age relaxation commensurate with educational qualification/s and / or experience/s of the applicant may be considered for candidates having qualification and experience higher than the advertised with the prior approval of the competent authority.
9. सक्षम प्राधिकारी के पूर्व अनुमोदन से प्राप्त आवेदनों के समूह के आधार पर अनुभव की आवश्यकता में छूट दी जा सकती है।
The experience requirement may be relaxed based on the cohort of applications received, with the prior approval of the competent authority.
10. यदि कोई चयनित उम्मीदवार पदभार ग्रहण नहीं करता है या पदभार ग्रहण करने के बाद इस्तीफा देता है, तो प्रतीक्षा सूची वाले उम्मीदवारों को पद पर नियुक्त किया जा सकता है।
In case, a selected candidate does not join or resigns after joining the post, waitlisted candidate/s may be offered the position.
11. साक्षात्कार के लिए उपस्थित होने के लिए कोई टीए / डीए स्वीकार्य नहीं होगा।
No TA/DA will be admissible for appearing for the interview.
12. किसी भी प्रकार की अंतरिम पूछताछ / पत्राचार / संचार पर इस मामले में विचार नहीं किया जाएगा।
No interim enquiries / correspondence / communication of any sort will be entertained on the matter.
13. आवेदित पद के लिए राजनीतिक, या अन्यथा किसी भी रूप में प्रभाव, अयोग्यता के रूप में माना जाएगा।
Bringing any influence, political, or otherwise, will be treated as a disqualification for the post applied for.

अद्यतन जानकारी के लिए संस्थान की वेबसाइट को नियमित रूप से देखें।

For updates, the Institute website may please be seen regularly.

कुलसचिव / Registrar