

## ADVT. NO.: 64/2021

### RECRUITMENT FOR NON-TEACHING POSITION

Indian Institute of Science Education and Research Pune is a premier autonomous Institution established by the Ministry of Education, Government of India, for promotion of high quality science education and research in the country.

Institute invites online applications from Indian nationals for the following position:

Post	Superintending Engineer (Direct Recruitment / Deputation)
Number of Posts & Reservation	1 (Un-Reserved)
Scale of Pay	Level 13 (Entry Pay Rs. 1,23,100/-) as per the 7 <sup>th</sup> Pay.
Age Limit	Preferably below 50 years. In case of deputation, not more than 56 years as on closing date of advertisement.
Essential Qualification	First class degree or equivalent grade in Civil Engineering from a recognized University / Institute.
Experience	<b>In case of Direct Recruitment :</b> 15 years' experience in the fields given in the job requirements as Engineer (GP of Rs. 5400/- / Level 10 [7 <sup>th</sup> CPC]) or higher level from CPWD, State PWD or Semi-Govt. / PSU / Statutory or Autonomous organization / University / Institutions of national importance / reputed organization under Central / State Govt. of which 5 years should be as Senior Executive Engineer in the GP of Rs. 7600/- / Level 12 (7 <sup>th</sup> CPC) or its equivalent. [In case, suitable candidates with 5 years' experience in GP of Rs. 7600/- / Level 12 are not available, candidates from GP of Rs. 6600/- / Level 11 may be considered with minimum 15 years of experience as stated above.] <b>In case of Deputation :</b> Officers of the Central PWD / State PWD or similar services / Semi-Govt. / PSU / Statutory or Autonomous organization, University / Institutions of national importance / reputed organization under Central / State Govt., <b>a) i) Candidates holding analogous post OR</b> <b>ii) Candidates with at least 10 years' regular service as Executive Engineer in the PB - 3 with GP of Rs. 6600/- as per the 6<sup>th</sup> CPC / Level 11 as per the 7<sup>th</sup> CPC or equivalent; and</b> <b>b) Possessing educational qualification and experience as prescribed for Direct Recruitment.</b>
Job Requirements	Construction and execution of building works, Planning & Execution of Civil Engineering Projects, Design and Estimation, Contract Management and services like water supply, sewerage, road, knowledge of preparation of estimates and tender documents. Maintenance of campus having academic and residential buildings, Scientific Laboratories, Sports Facilities and other civil services.

	Knowledge of CPWD Works manual, CPWD specifications, Structural designing, Tender documentation, CPWD account code, Financial accounting, arbitration and reconciliation, administration and working knowledge of inter disciplinary engineering fields like electrical, HVAC etc. Liaising with Local Bodies.
<b>Desirable</b>	i) Knowledge of Computer-aided Design (CAD) and latest Construction Management Technology / other relevant software. ii) Proven track record of handling construction projects / Consultancy in organizations of repute.

### GENERAL INFORMATION / DETAILS ABOUT POST

- 1) Post is as per the 7<sup>th</sup> CPC pay scale and carry allowances like Dearness, House Rent, Transport and Children's Education as admissible.
- 2) Post is covered under New Pension Scheme of Govt. of India and incumbent will be eligible for other benefits like Medical, LTC, etc. as per the Government / Institute norms.
- 3) The qualification prescribed should have been obtained from recognized University / Institution.
- 4) Age relaxation as admissible to Physically Handicapped / Ex-Serviceman applicants shall be considered as per the Government of India norms. Such candidates must ensure that they are entitled to relaxation and possess the valid certificates / documents prescribed by Govt. of India in support of their claim.
- 5) Relaxation in age and / or experience may be considered in case of exceptionally meritorious candidates, with prior approval of the Competent Authority.
- 6) The prescribed essential qualification and experience indicated are bare minimum and mere possession of same will not entitle the candidates to be called for the selection process. Where number of applications received in response to an advertisement is large, it may not be convenient or possible for the Institute to call all eligible candidates for selection process. The Institute may restrict the number of candidates to be called for selection process to a reasonable limit, on the basis of qualification/s and experience higher than that of the minimum prescribed in the advertisement. The candidates should, therefore, furnish full details of qualifications and experience possessed in the relevant fields, over and above the minimum prescribed. Documentary evidences will be verified during the selection process.
- 7) Application from the candidates working in Government Departments, Public Sector Undertakings and Government Funded Research Agencies etc. must be sent to the 'Registrar' through proper channel and should reach IISER Pune within 15 days from the last date for submitting online applications with a clear certificate that the applicant will be relieved within one month of receipt of appointment order, if selected. However, an online application to be submitted before the last date as an advance copy.

Candidates preferring appointment on Deputation basis must indicate their preference while submitting their application to their office for forwarding.

Forwarding letter from the office of the candidate must clearly state that the permission is granted to consider his / her application on '**Direct Recruitment**' OR '**Deputation**' as the case may be.

Accordingly, candidates to enter preference for appointment i.e. **Direct Recruitment** OR **Deputation** in the field at Sr. 12 "Any other relevant Information" while filling the online application failing which application shall be considered under Direct Recruitment.

Candidates joining on Deputation basis shall be given benefits as per the Govt. of India norms.

- 8) In case of Direct Recruitment where the application is forwarded through proper channel, the upper age limit is relaxable up to 5 years (i.e. maximum up to 55 years) for the serving regular employees in Government Organizations who have rendered not less

than 3 years regular and continuous service as on last date for submitting online applications as per the Government of India norms.

- 9) The prescribed date for determining the upper age limit, qualifications and / or experience shall be the last date for submitting online applications.
- 10) Waitlist shall be kept valid for a period of six months. In case, a candidate does not join or resigns after joining the post within 6 months, waitlisted candidate/s may be offered the position.
- 11) No interim enquiries / correspondence / communication of any sort will be entertained on the matter.
- 12) Canvassing in any form and / or bringing any influence, political, or otherwise, will be treated as a disqualification for the post applied for.
- 13) Applications incomplete in any respect or having inadequate details shall be summarily rejected.

### **HOW TO APPLY:**

Please read following instructions carefully before submitting an online application. Candidates not having required qualification and / or experience need not apply.

Last date for submitting online applications is **October 13, 2021.**

Applicants need NOT send a hard copy of the application (Except applicants as stated at Sr. 7 above).

Candidates fulfilling the eligibility criteria may apply online in the prescribed application form. Click on the link "[Apply Online](#)" available below this advertisement and apply for the post you are eligible for. Please keep personal details, qualification details, details of references, experience details, other relevant details, soft copy of the passport size photograph (Less than 1 MB) with you and printer attached to your desktop before starting the online application.

In case, the name of the degree that you possess is not listed in the drop down option, please select "other" and then enter the Name of the Degree in the appropriate field.

Final result declared with CGPA / GPA to be converted in % as per the formula given by the respective University / Institute and to be entered in the respective field. Class obtained in the degree (First class / Second class etc.) as per the Final year mark sheet to be entered in the field named as 'Specialization'. In the absence of the required details, application may be rejected.

While entering the details of employment, write full name of the Organization and complete designation. Do not use abbreviations. Further, details under the column "**Pay Scale**" should be entered as under:

- 1) In case applicant is/was drawing a salary as per the 6<sup>th</sup> pay scale – Just Enter Pay Band and Grade Pay of the post (Example – **PB 3 + GP Rs. 5400/-**).
- 2) In case applicant is/was drawing a salary as per the 7<sup>th</sup> pay scale – Just Enter Level (Example – **Level 10** or **Level 11** as the case may be).
- 3) In case applicant is/was working in PSU – Enter "PSU – (Write Scale)". Example: **PSU-18000-2400-26060**
- 4) In case applicant is/was drawing consolidated pay – enter "Consolidated Pay" i.e. "Cons. **Rs. 55000**" OR "Cons. **Rs. 78000**"

In case of re-appointment / promotion / Up-gradation in different scale while working in the same organization / Institute, please mention on the subsequent row with all required details.

Information not covered in the application may be entered in brief in the field at Sr. 12 “Any other relevant Information”.

After you complete the application, click on the “**Preview**” button. Please see the print preview from browser option and adjust page margins if printable area is not covered.

Go to the end of the preview page, click in the box provided for declaration. **Before submitting the application, click on the “Print” button to take printout of the filled application. Please keep one copy for your record.**

Once you submit the application, you will not be able to retrieve the application for printing / editing / reference. **After successful submission of online application, candidates shall receive an auto-generated acknowledgement on the email mentioned in an online application.** Candidates who have submitted “Online application” only shall be considered for the selection process.

**Shortlisted candidates only will be informed by Email. Therefore, please mention active Email ID and Mobile Number in the online application form to facilitate communication.**

For updates, institute website may please be seen regularly.

Certificate in support of age, mark sheets and certificates of **educational qualification/s, experience certificate/s** having required details as mentioned in the application form and other documents **in support of the information submitted** in the online application will be collected and verified at an appropriate stage.

**Advt. No.: 64/2021/IISER-P/Rect./22.09.2021**

**Registrar**