

**INDIAN INSTITUTE OF PUBLIC ADMINISTRATION
INDRAPRASTHA ESTATE, RING ROAD,
NEW DELHI-110002**

The Indian Institute of Public Administration, an apex National Institute for the study of Governance, engaged in high end Research, Consultancy and Training programmes for the Union and State Governments, Public Sector Enterprises and not-for Profit Organizations, invites applications from Indian Nationals in the prescribed form, obtainable free of charge from the Registrar on request accompanied by a self-addressed envelope (25cm x 10cm) duly stamped for Rs.10/-. (The form can also be downloaded from our website www.iipa.org.in),

For one post of Research Officer

The post is going to be filled up on deputation (ISTC), initially for 03 years extendable by another 02 years on usual terms and conditions of deputation.

Qualification Conditions:

1. First Class Post-Graduate
2. Minimum 03 years experience in PB II with Grade pay of Rs. 4200/-
3. Minimum two years relevant experience
4. Age maximum 56 years (for deputation), 35 years for ISTC

Scale of pay: PB-II Rs. 9300-34800 plus GP Rs. 4600/-

Duties:

1. Net research of all tenders/RFPs floated by all Ministries/PSUs on continuing basis.
2. Tabulation, communication with concerned faculty and coordinators to file proposals appropriately and
3. Monitoring progress of action plan, Programmes and Projects and reporting to Director.

General Conditions

The post carries allowances such as DA, HRA, etc. as per the rules of the Institute, which at present correspond broadly to those admissible to the Central Government Employees.

Qualifications may be relaxed in the case of exceptionally well qualified candidates. The position advertised may or may not be filled up. Other things being equal, preference will be given to Scheduled Caste and Scheduled Tribe and OBC candidates. Persons with 03 years service in PB II with GP of Rs. 4200/- working in Central/State Govts, Universities/Research Institutions, Autonomous bodies, Civil Society etc. may apply for deputation through proper channel along with the duly attested copies of Performance Appraisal Reports for the last 05 years. Advance copy of application may be sent along with testimonials but the candidate should produce NOC at the time of interview, failing which his/her candidature will not be considered.

Mere possession of the minimum educational qualifications or experience does not entitle a candidate to be called for the interview. A limited number of candidates screened on the basis of qualifications and experience will be called for interview. It would not be obligatory on the part of the Institute to call all eligible candidates for the interview, as the applications will be screened. No TA/DA will be paid to attend the interview.

*Completed applications in the prescribed form (also available and can be downloaded from IIPA website www.iipa.org.in supported by attested copies of the testimonials/ certificates etc. should reach within 30 days from the date of advertisement in the IIPA website, to **Registrar, Indian Institute of Public Administration, I.P. Estate, Ring Road, New Delhi 110002.***

Incomplete applications (or not in the prescribed form) or those received after the due date may not be considered.

REGISTRAR