

INDIAN INSTITUTE OF TECHNOLOGY BOMBAY
P.O. IIT Powai, Mumbai-400 076

Advertisement No.H-75/12-13

Applications are invited in prescribed format for the following temporary posts for a period of three years. The selected candidates may be considered for appointment on a permanent basis subject to an assessment.

Sr. No.	Name of the post	No.of posts	Qualifications & Experience
1.	Jr.Technical Superintendent in the Deptt. of Biosciences & Bioengineering	2 (UR)	<p><u>For Post No.1:</u> M.Sc. in Biosciences such as Microbiology, Biochemistry, Life Sciences, Biotechnology. Knowledge of Computer applications. Relevant experience of one year is desirable.</p> <p><u>For Post No.2:</u> M.Sc. in Computer Science/IT/ Bioinformatics. Five years of relevant experience is desirable.</p> <p><u>Desirable experience:</u></p> <ul style="list-style-type: none"> • Linux and Windows System Administration. • HTML, PHP, Apache/MySQL, CMS (any one of Wordpress/Joomla/Drupal). • Knowledge of PERL. • Setting up lab experiments and planning lab activities in Bioinformatics and Computational Biology Labs and familiarity with Bioinformatics software • Assist postgraduate and research scholars in maintaining research lab computers and biosoftware.
2.	Jr.Technical Superintendent in the Deptt. of Chemical Engineering	2 (UR)	M.Sc. in Analytical Chemistry/B.E. or B.Tech. in Chemical Engineering.
3.	Jr.Engineer in the Estate office	1(reserved for OBC)	B.E./B.Tech. in Civil Engineering. Experience of one year in private firm/Government/Semi-Government/Autonomous organisation is desirable.
4.	Jr.Mechanic in the Printing Press	1 (reserved for ST)	Bachelors degree in appropriate field OR Diploma in Printing Technology of three years duration. Knowledge of computer applications.

1. Pay band : For posts at Sr.Nos.1 to 3: Rs.9300-34800 with Grade Pay of Rs.4200/- (Total emoluments on the minimum of the pay band is Rs.30022/-per month including HRA)
For post at Sr.No.4: Rs.5200-20200 with Grade Pay of Rs.2000/- (Total emoluments on the minimum of the pay band is Rs.18121/-per month including HRA)
2. Age limit : 32 years for posts at Sr.Nos.1, 2 & 4 (relaxation as per rules for PH & Ex-serviceman)
35 years for post at Sr.No.3 (relaxation as per rules for PH & Ex-serviceman)
3. Applications with full particulars quoting advertisement No.H-75/12-13 together with a Demand Draft of Rs.50/- (No application fee for SC/ST/PH & Woman candidates) drawn in favour of Registrar, IIT Bombay payable on SBI, Powai, Mumbai and copies of certificates/testimonials, caste (in case of OBC, latest non-creamy layer certificate is essential) etc. should reach the Registrar, IIT Bombay, Powai, Mumbai-400 076 on or before 3rd May, 2013. Candidates are requested to write name and the post applied for on the reverse of Demand Draft.
4. Candidates desirous to apply for more than one post should send separate application for each post quoting name of the Laboratory & Department/Section or Post number.
5. Candidates are advised to satisfy themselves before applying that they possess at least the minimum essential qualifications laid down in the advertisement.
6. Candidates should send attested copies of certificates and mark-sheets from matriculation onwards in support of their qualifications. Originals should not be sent along with the application but these must be produced at the time of interview.
7. Candidates seeking reservation benefits available for SC/ST/OBC/PH must ensure that they are entitled to such reservation as per eligibility prescribed in GoI orders. They should also be in possession of the certificates in the prescribed format in support of their claim at the time of application.
8. Application fees once paid shall not be refunded under any circumstances.
9. Application after the last date, incomplete in any respect and any fresh paper/enclosures after closing date, shall not be considered.
10. Application which is incomplete, not in prescribed format, without photograph or unsigned will be summarily rejected.
11. Certificate in support of experience should be in proper format i.e. it should be on the organization's letter head, bear the date of issue, specific period of work, name and designation of the issuing authority along with his signature.
12. Applicants who are in employment with Government, Semi-Government, Autonomous Bodies, Educational Institutions, PSUs etc. should route their applications *through proper channel*. However, an advance copy of the application (along with application fee) should be sent before the last date.
13. In case of any inadvertent mistake in the process of selection which may be detected at any stage even after the issue of appointment letter, the Institute reserves the right to modify/withdraw/cancel any communication made to the candidates.
14. In case of any dispute/ambiguity that may occur in the process of selection, the decision of the Institute shall be final.

15. The Institute reserves the right to : (a) conduct written/trade tests for such posts wherever if the circumstances so warrant (b) not to fill any of the advertised positions (c) fill consequential vacancies arising at the time of interview from available candidates. The number of positions is thus open to change.
16. The prescribed essential qualifications/experience indicated are bare minimum and mere possessions of same will not entitle the applicants to be called for interview. Where number of applications received in response to an advertisement is large, it may not be convenient or possible for the Institute to interview/ conduct written/trade tests for all applicants. The Institute may restrict the number of applicants to be called for selection process to a reasonable limit, on the basis of qualifications and experience higher than that of the minimum prescribed in the advertisement. The applicants should, therefore, furnish details of all the qualifications and experience possessed in the relevant field, over and above the minimum qualifications / experience prescribed along with attested photocopies of marks sheets / certificates.
17. The Institute shall verify the antecedents or documents submitted by a candidate at any time at the time of appointment or during the tenure of the service. In case, it is detected that the documents submitted by the candidates are fake or the candidate has a clandestine antecedents/background and has suppressed the said information, then his/her services shall be terminated.
18. Eligibility of a candidate and satisfaction of any other Short-listing criteria shall be considered as on the last date of the receipt for application.
19. No TA/DA shall be paid to the candidates for attending the interview. However, the SC/ST candidates will be paid second class railway/bus fare by shortest route, subsequently **by cheque**.
20. No correspondence will be entertained from candidates regarding postal delays, conduct and result of interview and reasons for not being called for interview.
21. Canvassing in any form will be a disqualification.
22. No interim correspondence shall be entertained.

REGISTRAR

Date: 21st March, 2013