



National Centre for Radio Astrophysics
Tata Institute of Fundamental Research

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Internal Advt No. 1/2011

Applications are invited from departmental candidates only for the following posts tenable at RAC, Ooty.

Definition:	A staff member is eligible to be considered as departmental candidate provided the member is a regular staff, i.e., the member is appointed against regular post in TIFR and has completed 3 years of continuous service in the Institute.
Age Relaxation:	Relaxation up to a maximum of five years, if required for regular staff is permissible. For posts with Grade Pay of Rs.2800 /- and below, relaxation is upto the age of 40 years.
Others: 1. NOC from Reporting Officer / Section head is mandatory. 2. There is no relaxation in qualification required for the post. 3. Internal candidate selected for the new post will be on probation for one year during which period 'On the Job Training' may be given, if deemed necessary. 4. The substantive post vacated by the regular staff, after appointment to the new post, will be filled as per procedure.	

The National Centre for Radio Astrophysics, Pune [NCRA] of the Tata Institute of Fundamental Research [TIFR] (an autonomous institute under the umbrella of the Department of Atomic Energy of the Government of India) is an internationally reputed research institute. NCRA-TIFR has set up two radio telescopes, viz., the Ooty Radio Telescope (ORT) and the Giant Metrewave Radio Telescope (GMRT). The ORT is run by the Radio Astronomy Centre (RAC), NCRA-TIFR is on the lookout for suitably qualified candidates for the following position at its RAC at Ooty.

- 1. Tradesman-B [Civil] [1 UR; HQ: Ooty]**
[TME: 15445 in PB-1: 5200-20200, GP: 2000]
EQ: i) 10th pass ii) ITI-Civil Draftsman with 60% marks with two years' experience or ITI-Civil Draftsman with 60% marks and NCTVT with one year experience.
Exp.: Experience in estimation and supervision of civil works. **Age:** 28 years
- 2. Work Assistant [Mech.] [1 ST; HQ: Ooty]**
[TME: 12992 in PB-1 5200-20200, GP:1800]
EQ: 10th pass. Exp.: One year experience in operation and maintenance of hydraulic equipment or large mechanical moving structures. Experience on site erection will be an added advantage. Should be able to support erection, operation and maintenance of mechanical structures and other allied works.
Age: Below 33 years (inclusive of relaxation).
- 3. Work Assistant [Electrical] [1 UR; HQ: Ooty]**
[TME: 12992 in PB-1 5200-20200, GP:1800].
EQ: 10th pass. Exp.: One year experience in working in a reputed factory or organization with good hands on working experience on electrical panels, wiring, etc. Knowledge of trouble shooting of electrical circuits preferred. Should be able to support maintenance of the electrical systems of the observatory.
Age: Below 28 years.
- 4. Work Assistant [Civil] [1 ST; HQ: Ooty]**
[TME: 12992 in PB-1 5200-20200, GP: 1800].
EQ: 10th pass. Exp.: One year experience in masonry work: brick laying, water proofing, etc. Experience in hard concrete works will be an advantage. Should be able to support maintenance and repair of buildings and other civil structures of the Observatory
Age: Below 33 years. (inclusive of relaxation).

5. **Work Assistant [General]** [1 OBC with PWD*; Locomotors disability; HQ: Ooty] [TME: 12992 in PB-1 5200-20200 GP:1800].
EQ: 10th pass. **Exp:** One year experience in cleaning and maintenance of Hostel/Guest House, room service, guest relations etc. Cleaning and maintenance of the center's guest house and hostel, providing room service to guests, changing linen, bed setting, handling

photocopiers, liaison and bank works as and when required. Will be required to work in shifts.

Age: Below 41 years. (Inclusive of relaxation).

* The candidate must attach a copy of the certificate issued by the Competent Authority in the prescribed format stating the nature and extent of disability .

How to apply: Candidates are encouraged to apply on-line at <http://www.ncra.tifr.res.in/~estt> (click here to apply online). In exceptional circumstances, signed application in the format given below will also be accepted. They should be sent in a sealed cover superscribing the post applied for on the envelope and sent to the Administrative Officer, NCRA-TIFR, Post Bag 3, Ganeshkhind, Pune University Campus, Pune 411007.

Application Format: (1) Advt. No. (2) Name, Serial No. of the Post (3) Name of the applicant (4) Date of Birth (attach certificate) (5) Nationality (6) Whether belonging to SC/ST/OBC (attach certificate incl. Non-Creamy Layer for OBC) (7) Permanent Address (8) Address for correspondence (9) Qualifications starting from SSC / X Std. (attach certificates) (10) Experience with details of organization, post held, duration of service, scale of pay, basic pay (attach certificates). (11) Names and addresses of two referees, with their email ids and cell numbers / telephone numbers, who are familiar with your professional work. (12) Details, if called for interview in the Institute, earlier.

Last date for receipt of applications: 10th January 2012

Applicants are advised to go through all parameters indicated in this notice and satisfy themselves about their suitability of age limit and essential qualification for the posts before applying. Applications received after the closing date will not be considered.

(K.V. Rama Iyer)
Head (Admin. & Finance)

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