



# भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान मोहाली

शिक्षा मंत्रालय, भारत सरकार द्वारा स्थापित

सैक्टर 81, नॉलेज सिटी, प° ओ° मनोली, ए° ए° ए° नगर, मोहाली, पंजाब - 140306

INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH MOHALI

(Estd. By Ministry of Education, Govt of India)

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सं. आईआईएसईआर एम/एनएफ (12)/सलाहकार/2022

दिनांक: 12-09-2022

**आईआईएसईआर मोहाली में सेवानिवृत्त सरकारी कर्मचारी की प्रशासन/ स्थापना सलाहकार के रूप में नियुक्ति के लिए वॉक इन इंटरव्यू**

**Walk in Interview for engagement of Retired Government servant in IISER Mohali as  
Establishment/ Administration Consultant**

संस्थान निम्नलिखित सलाहकार को रखना चाहता है। पात्रता मानदंड इस प्रकार है:-

पद	पदों की संख्या	योग्यता और अनुभव	अधिकतम आयु सीमा	प्रति माह समेकित वेतन	साक्षात्कार की तिथि और स्थान
प्रशासन/ स्थापना सलाहकार Consultant Establishment/ Administration	01	<b>आवश्यक योग्यताएं:</b> <ol style="list-style-type: none"><li>किसी भी स्ट्रीम में ग्रेजुएट</li><li>अनुभाग अधिकारी/अधीक्षक के पद से केंद्र या राज्य सरकार से सेवानिवृत्त</li><li>स्थापना मामलों को संभालने का अनुभव होना चाहिए</li></ol> <b>Essential Qualifications:</b> <ol style="list-style-type: none"><li>Graduate in any stream</li><li>Retried employee from Central or State Govt from the position of Section Officer/Superintendent</li><li>Should have experience in handling Establishment matters.</li></ol>	65 वर्ष	रु. 35,000/- प्रति माह	07 अक्टूबर 2022 को आईआईएसईआर मोहाली के प्रशासनिक भवन में रिपोर्टिंग समय सुबह 09:00 बजे)  विधिवत भरे हुए आवेदन पत्र को मेल के माध्यम से <a href="mailto:recruitment@iisermohali.ac.in">recruitment@iisermohali.ac.in</a> पर भेजा जाना चाहिए  On 07 <sup>th</sup> October 2022 at IISER Mohali Administrative Building (Reporting Time 09:00AM)  The duly filled in application form should be sent through mail at <a href="mailto:recruitment@iisermohali.ac.in">recruitment@iisermohali.ac.in</a>

**General Terms & Conditions:**

1. The above positions are purely temporary on contract basis at a fixed consolidated salary.
2. Engagement of consultants for Establishment/Admin will be initially for a period of 01 year, which may be extended or curtailed depending on the requirement of the Institute or performance of the incumbent, as the case may be. The contractual appointment will be on full time basis.
3. The selected person shall be eligible for 8 days leave in a calendar year on pro-rata basis. No remuneration for the period of absence in excess of the admissible leave will be paid to the selected person. Un-availed leave shall neither be carried forwarded to next year nor encashed.
4. Institute Authority would be free to terminate the services in case of absence of a person by more than 15 days beyond the entitled leave in a calendar year.
5. No TA/DA shall be admissible for joining the appointment on contractual basis.
6. The contractual appointment of persons is of a temporary nature and appointment can be terminated at any time by the Institute Authority without assigning any reason. However, the selected person will have to give 30 days' advance notice or remuneration in lieu thereof before resigning from the engagement.
7. The selected person will not be entitled for any benefit/compensation/absorption/regularization of service in this Institute.
8. The Appointing Authority has the right to accept/reject any application without assigning any reason(s) and no correspondence in the matter will be entertained.
9. This position is temporary. The incumbents selected will have no claim for regular appointment at IISER Mohali.
10. Number of positions may vary depending upon the requirements.
11. All the communication related to this recruitment shall be sent through email only. Hence, you are requested to provide your active email ID which is access by the applicant regularly.
12. Eligible and Interested candidates are requested apply on prescribed form and send through E-mail on [recruitment@iisermohali.ac.in](mailto:recruitment@iisermohali.ac.in) **latest by 30-09-2022 (05:00 PM)** along with scanned copies of (a) Educational Qualification, (b) Age, (c) Experience Certificate, if any (d) Mobile number (e) Email ID

**कुलसचिव /REGISTRAR**