



TATA INSTITUTE OF SOCIAL SCIENCES
V.N. Purav Marg, Deonar, Mumbai 400 088
(A Deemed University under Section 3 of the UGC
Act, 1956)

ADVT/TISS/PROJ/CETE/MARCH/2026

30 March 2026

The **Tata Institute of Social Sciences** (www.tiss.ac.in), established in the year 1936 is a Deemed to be University, under Section 3 of the UGC Act 1956, a grant-in-aid Institute under Ministry of Education, Government of India. TISS is a Grade I University as per NAAC assessment 2024. With four campuses at Mumbai (main campus), Hyderabad, Guwahati and Tuljapur (rural campus), TISS currently offers 05 Undergraduate programmes, 52 Masters' Degree programmes and 21 Ph.D. programmes in a range of socially relevant inter-disciplinary areas of applied Social Sciences including 28 Bachelor of Vocational degree programmes. Freedom and autonomy shape the positive work ethos and culture of the Institute and facilitate strong linkages between teaching, research, field action and policy engagement. The Institute encourages and supports researchers to engage in foundational, applied, field and action-oriented research, and it also nurtures research collaborations nationally and internationally, with a commitment to creating a just society through education, generation of knowledge and field action initiatives.

The **Centre of Excellence in Teacher Education (CETE)** (formerly Centre of Education, Innovation and Action Research) is an Independent Centre at TISS Mumbai which was established in 2015 to engage with and promote innovation in school curriculum, teacher education and higher education curriculum and pedagogy. The Centre incubates and promotes innovations that address the need to raise quality and standards and relevant to the developing world, and the innovative use of new technologies and media. The Centre was awarded the UNESCO-King Hamad Prize for Excellence in the Use of ICTs in Education in 2018. The Centre is actively engaged in research, development, teaching, field action/action research and advocacy and offers opportunities for national and international collaboration, innovation and excellence in teaching and research. The Centre offers MA Education, BEd MEd (Integrated, NCTE recognised) and PhD in Education. It offers short term, blended and online courses and programmes for teachers and teacher educators and education administrators (www.tissx.edu). The Centre is active in research and is engaged in collaboration with national and international academic institutions. The Centre is recipient of seed funding from the Pandit Madan Mohan Malaviya National Mission on Teachers and Teaching, and the Tata Trusts and receives support from CSR and foundations to achieve its objectives.

The Centre is looking to recruit highly motivated and qualified professional to staff its multidisciplinary team and contribute to its projects and activities:

Summary of Position:

Partnerships and communication

Sr. No.	Position	No. of Position	Location
1.	Technical Assistant cum STEAM Lab Facilitator	1	Mumbai

Detail of position is provided below.

How to apply:

Application process and interview

1. Candidates are requested to apply through the link <https://bit.ly/CETE-TISS-PROJ-MARCH2026> provided along with this advertisement here and on the Institute website www.tiss.edu

2. Candidates are required to take a print of acknowledgement of online application and keep it for future reference.
3. Short-listed candidates will be informed over e-mail to appear for the online interview.

Other conditions

- The Institute reserves the right to relax qualification of the candidate based on the work experience and to relax age in the case of persons already holding comparable positions in a University/Research Institution of repute
- The Institute reserves the right to invite persons for interview who may not have applied for as per the above procedure and not fill up the vacancy advertised
- Since applications received may be short listed, merely possessing the prescribed qualifications and the requisite experience would not entitle a person to be called for interview
- The post is unreserved, but candidates belonging to reserved category can apply No queries or correspondence regarding issue of call letter for interview/selection of candidates for the post will be entertained at any stage and canvassing in any form is strictly prohibited and will lead to the candidate being debarred from consideration for the post
- The candidate under employment must bring 'No Objection Certificate' from their employer to appear for presentation/interview
- No TA/DA is payable for appearing for the interview
- In case of any inadvertent error in the advertisement and in the process of recruitment, which may be detected at any stage, even after issue of appointment order, the Institute reserves the right to modify/withdraw/cancel any communication made to the candidate(s)

Last date to receive applications: 13 April 2026

s/d- Project Leader

Detailed description of the position

1. Technical Assistant cum STEAM Lab Facilitator – One Position

The Technical Assistant cum ICT Lab Facilitator will be responsible for managing the computing systems and ensuring the smooth operation of digital labs. This includes maintaining hardware, software, and networks, as well as providing technical support for students and staff. Additionally, the individual will oversee the digital lab facilities, ensuring that they are functional, up-to-date, and properly utilized for educational purposes.

Key Responsibilities

You will fulfil the following responsibilities but not limited to:

- Daily visit to MCGM school in M-Ward and ensure the labs are functional.
- Provide technical support activities for proper functioning of desktop/laptops.
- Install, maintain, and troubleshoot required software and hardware onsite or remotely.
- Coordinate with program manager in maintaining data and documentation.
- Maintain proper inventory cum register of the items issued or submitted.
- Oversee the setup, configuration, and maintenance of digital lab computers, devices, and specialized software.
- Manage the scheduling of lab sessions, ensuring equitable access for all students and efficient use of lab time.
- Assist students and faculty in using lab equipment, digital tools, and software for various educational projects and activities.
- Conduct or organize training sessions or workshops for students and staff on using digital tools, lab systems, and emerging technologies.
- Research and implement new technologies or equipment to keep the lab up-to-date with industry standards and enhance the learning experience.
- Maintain detailed records of all maintenance, troubleshooting, and lab usage activities for reporting purposes.

Desired Profile/Skills

The ideal candidate has

- Good written and verbal skills, is comfortable in English, Hindi and preferably Marathi, is self-motivated and dynamic and a team player with multi-tasking abilities.
- Strong knowledge of Windows, Linux, or MacOS operating systems.
- Experience in basic networking, troubleshooting, and system administration.
- Expertise with STEAM-related tools, kits, and software (e.g., robotics kits, 3D printers, Arduino, Raspberry Pi).
- Ability to explain complex technical concepts to non-technical users.
- Knowledge in computational thinking.
- Good problem-solving and multitasking skills. And the ability to work collaboratively.

Qualification:

- o Diploma in Computer Application / Computer science / IT or a related field.

Experience: Experience of 1-2 years as Lab In-charge, especially working with IOT devices like Arduino, ESP32, Raspberry Pi

Duration: One year (extendable based on project need and performance)

Remuneration: Gross monthly remuneration for the position is in the range of Rs. 25,000/- to 26,000/- per month, commensurate with qualification and experience.

Location: Mumbai

The end