



TATA INSTITUTE OF SOCIAL SCIENCES

V.N. Purav Marg, Deonar, Mumbai 400 088

(A Deemed University under Section 3 of the UGC Act, 1956)

TISS/ADVT/EST/MAY2018

TISS REQUIRES ENGINEER

The Tata Institute of Social Sciences (TISS) which was established in 1936 is a Deemed University fully funded by the University Grant Commission (UGC), Government of India. The TISS offers 50 Master Degree Programmes in a range of Socially relevant inter-disciplinary of Social Work, Social Sciences, Health, Management, Labour Studies, Habitat Studies and Rural Development from its Mumbai, Tuljapur, Guwahati and Hyderabad Campuses. It has a strong M.Phil/Ph.D programme a high degree of freedom and autonomy shape the positive work ethos and creativity in the Institute. The TISS offers a very challenging but fulfilling academic environment and opportunities to scholars committed to creating a just society through education, generation of knowledge and field action.

The Institute invites interested candidates to apply for the post of **ENGINEER** to be filled on contract basis for a period of one year initially and to be extended based on performance of the candidate and requirement of the institute. The post is based at Mumbai, however, the person selected have to visit the construction works at its off campuses at Tuljapur, Hyderabad and Guwahati.

ENGINEER : (one post)

Monthly remuneration: Rs. 50000/- to 60,000/- (Based on Qualification and Experience)

Qualification and Experience –

Good academic record with at least 55 % of the marks or an equivalent grade in a point scale wherever grading system is followed at the Bachelor's Degree in Civil Engineering from a recognised University or Institute and

At least 5 years experience in R.C.C. design, cost estimation and in designing, constructing and maintaining buildings, roads and utility services like water supply, sanitary, gas and electric installations and sewage system, etc.

Desired Qualification:

Preference will be given to candidates having administrative experience in a responsible position in a Government organization or University/Research Institution of Higher Learning/ reputed Public Sector Undertaking, well conversant with contract law and C.P.W.D./P.W.D.

Key Roles and responsibility:

1. To design, plan and estimate the construction repairs proposed by the University.
2. To supervise and monitor construction repair work.
3. Checking measurements, preparing, processing and certifying bills related to the infrastructure development.

4. To address the maintenance issues of electrification, plumbing, firefighting of buildings of the University.
5. Addressing maintenance issues related to water leakages, waterproofing etc.
6. To execute Annual maintenance contracts related to the infrastructure.
7. Handling property matter and maintaining property documents.
8. Handling insurance of the infrastructure.
9. Maintenance of all records/documents.
10. Any other job assigned by the Registrar.

Application fee: The application fee of Rs. 500/- be paid on-line. The SC/ST/PWD candidates will be waived from the application fee if they attach the required certificate to the online application form. The application will be valid only on receipt of the application fee for those who are required to pay. Fees once paid shall not be refunded under any circumstances.

Other Conditions:

1. 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.
2. 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;
3. Only shortlisted candidates will be called for interview;
4. No queries or correspondence regarding issue of call letters for interview/selection of candidates for the post will be entertained at any stage and canvassing will lead to the candidate being debarred from consideration for the post;
5. No TA/DA is payable for appearing in the interview.
6. 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).

The candidates are requested to apply online through the link (Apply now) provided along with this advertisement on Institute's website www.tiss.edu.

The candidates are required to take a print of acknowledgement of online application and keep it for future reference.

The candidates have to bring their original certificates of their educational qualifications and work experience for verification while appearing for the Interview or before joining the post, if selected.

Important Dates:

Last date of Receipt of on line Application: **May 31, 2018.**

Selected Candidates are expected to join within 15 days of their selection.

**Dy. Registrar
(P&A)**