CSIR Unit for Research and Development of Information Products URDIP

'Tapovan', NCL Estate, S.No. 113 & 114, Pashan Road, Pune 411 008.

ADVERTISEMENT NO. URDIP/01/2023

Learning opportunity for Engineering and Science professionals

CSIR has set up a Unit for Research and Development of Information Products (CSIR-URDIP) at Pune to work in the area of Scientific Informatics - Patent Informatics.

Applications are invited from Qualified Candidates who meet the following educational and experience requirements for consideration as Project Associate-I, Project Associate-II and Scientific Administrative Assistant at CSIR-URDIP.

Position	Qualification	No of Positions*	Date of Interview
Informatics and Technical Data Analytics			
Project Associate –I (Materials/Inorganics / Metallurgy/ Ceramics/Glass / Polymers) Post Code A01	**Essential:** (i) M.Sc. degree in Materials/Inorganics/ Polymers OR B.E./B.Tech. degree in Materials/Metallurgy/ Ceramics/ Glass/Polymers from a recognized University or equivalent. **Desirable:** Candidates with experience in IPR/Patent Analytics / Patent Law/Patent Information Search and Analysis.	**03**	February/ March 2023
Project Associate –II (Materials/Inorganics / Metallurgy/ Ceramics/Glass / Polymers) Post Code A02	**Essential:** (i) M.Sc. degree in Materials/Inorganics/ Polymers OR B.E./B.Tech. degree in Materials/Metallurgy/Ceramics/ Glass/Polymers from a recognized University or equivalent and (ii) Two years' experience in Research and Development in Industrial and Academic Institutions or Science and Technology Organisations and Scientific activities and services. **Desirable:** Candidates with experience in IPR/Patent Analytics / Patent Law/Patent Information Search and Analysis.	**01**	February/ March 2023
Project Associate –I (Organic Chemistry/Pharma-ceutical Chemistry) Post Code A03	**Essential:** Master's degree in Organic Chemistry /Pharmaceutical Chemistry from a recognized University or equivalent. **Desirable:** Candidates with experience in IPR/Patent Analytics / Patent Law/Patent Information Search and Analysis.	**02**	February/ March 2023
Project Associate –II (Organic Chemistry/Pharmaceutical Chemistry) Post Code A04	**Essential:** Master's degree in Organic Chemistry /Pharmaceutical Chemistry from a recognized University or equivalent and (ii) Two years' experience in Research and Development in Industrial and Academic Institutions or Science and Technology Organisations and Scientific activities and services. **Desirable:** Candidates with experience in IPR/Patent Analytics / Patent Law/Patent Information Search and Analysis.	**01**	February/ March 2023
Project Associate –I (Information Technology) Post Code – A05	**Essential:** Master's degree/BE/B.Tech in Computer Science/ Computer Applications/IT or equivalent from a recognized University or equivalent. **Desirable Skillset:** J2EE based web application development using JSP, Servlet, Javabeans, Spring, Hibernate, Apache Tomcat, Ajax, MySQL. Knowledge of UI designing framework will be an added advantage.	**01**	February/ March 2023

Scientific Administrative Assistant – A06	**Essential:** Graduate Degree in any Discipline. **Desirable:** Candidates having experience in administrative assistance.	01	February/ March 2023

** Tentative date, to be confirmed by external member after approval of advertisement.

No. of Positions: 9*

*This represents tentative number of posts available at present. The final number of posts may vary. CSIR-URDIP will make a panel of suitable candidates which will be used to fill up vacancies in near future for the existing and new projects. The selected candidates will be intimated and appointed based on the approval of the project and receipt of budget from funding agencies.

Applicants who are eligible to apply under more than one post code are requested to apply in suitable post codes. However, Applicants, who will apply for more than one post codes, shall be allowed to **attend only one interview** and selection will be based on performance and requirements with respect to post code.

The candidates are requested to visit the CSIR-URDIP website frequently/every day to know the information and status regarding interview dates/interview schedule/amendments/results etc.

Consolidated Monthly Stipend Payable:

Project Associate–I

Without NET/GATE - Rs. 25,000.00 p.m. + Applicable HRA

With NET/GATE/A selection process through national level examinations conducted by Central Govt. Departments and their Agencies and Institutions - Rs. 31,000.00 p.m. + Applicable HRA

For Project Associate–II

Without NET/GATE - Rs.28,000.00 p.m. + Applicable HRA

With NET/GATE/A selection process through national level examinations conducted by Central Govt. Departments and their Agencies and Institutions - Rs.35, 000.00 p.m. + Applicable HRA

Scientific Administrative Assistant

Rs. 18,000.00 p.m. + Applicable HRA

No other allowance is admissible. However, this Unit has facility for Hostel accommodation. Those opting for hostel facility will be allotted hostel subject to availability/vacancy. In that case, HRA will not be admissible.

Job Requirement (Post Code A01 & A03)**:**
The role of a Project Associate-I would be to search, analyze and summarize the content of the scientific documents and prepare technical reports accordingly. Preference will be given to candidates having knowledge of scientific and technical data analytics including patent analytics.

Job Requirement (Post Code A02 & A04)**:**
The role of Project Associate-II would be to search, analyze and summarize the content of the scientific documents and prepare technical reports. They are expected to work independently as well as in teams. They should also be willing to train other team members.

Job Requirement (Post Code A05)**:**
Web-based application development and IT infrastructure management.

Job Requirement (Post Code A06):
Proficiency in use of MS-Office.

All the above-mentioned posts require the following additional skills

- Excellent Oral and Written Communication in English language.
- Aptitude for research publications, data mining and analytical skills (except for Post Code A06).
- Proficiency in use of commonly used software for word processing, database searching, spreadsheets & presentations (except for Post Code A06).

Age Limit: The upper age limit for applying shall be 35 years for the Project Associates I and II. The upper age limit for Scientific Administrative Assistant shall be 50 years.

The engagement will be made initially for a period of six months, which may be extended or curtailed, depending on the satisfactory performance and conduct of the candidates and project duration. The engagement will be purely on temporary and contract basis and shall not be a CSIR/URDIP appointment, temporary or otherwise and shall not entitle him/her to any right/claim, implicit or explicit, for his/her consideration against any CSIR/URDIP position/fellowship.

Only candidates who fulfill the above criteria may fill the online form. The shortlisted candidates should appear for the interview at the communicated date and time.

The candidates should make their own arrangements for attending the interview, the details of which will be uploaded on the website.

Please note:

a) The interview will be conducted in **hybrid mode (both online & in person).** However, the candidates who will join online using MS Teams software, would be responsible for installation, testing, functioning and connectivity of the MS Teams software. CSIR URDIP would not be responsible for any connectivity failure or communication faults in the online-mode interview.
b) No separate interview call letters will be issued; the candidates should keep visiting the website on regular basis.
c) Candidates should note that their candidature will be purely provisional, subject to fulfilling of all the eligibility criteria.
d) Selected candidates would need to bring/submit original qualification and experience certificates along with one set of photocopies at CSIR URDIP, for verification. In the event of any information being found false/incorrect or being detected ineligible, the candidature is liable to be rejected without any notice and the position will be offered to next eligible candidate, in order of merit.
e) If the number of candidates is more, the interview may be conducted on the next day also.
f) **No TA-DA will be provided** for attending the interview(s).

Link for the online submission of the form- Visit **"Career" section of our website "www.urdip.res.in" to apply online.**

1. **Closing date of submission of the online application form – 03-March-2023**
2. Date for publishing short listed candidates - Within one week from closing date of online application form.
3. Date for selection interview –Within 10 days from date of publishing short listed candidates.

Sd/-
Administrative Officer