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**WALK-IN ADVERTISEMENT NO. - URDIP/02/2021**

**Learning opportunity for young Science professionals to make a career in for Scientific services and activities**

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 requirement for consideration as Project Associate to work on existing and new projects in Engineering Services at CSIR-URDIP. The extension of tenure of any project staff beyond project tenure will be subject to review by a Review Committee at the end of each year or earlier, as deemed necessary.

Post	Qualification	No of Posts	Date of online interview
<b>For Scientific services and activities</b>			
<b>Project Associate –I (Electronics Engineering) Post Code A01</b>	B.E / B. Tech in Electronics Engineering or equivalent with minimum of 55% marks and preferably candidates with experience in operating, monitoring and ensure the proper working of the sophisticated high end devices/equipment for 24x7x365 basis operations. Experience in planning, operations and migrations of sophisticated equipment /devices etc. will be preferred.	01	15 <sup>th</sup> April 2021
<b>Project Associate –I (Civil Engineering) Post Code A02</b>	B.E / B. Tech in Civil Engineering or equivalent with minimum of 55% marks and preferably candidates with experience in construction activities like site supervision, site survey, measurement of works etc. Experience in preparation of preliminary / detailed estimate, running bills etc will be preferred.	01	08 <sup>th</sup> April 2021

**No of Positions: 2\***

\*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.

Applicant who are eligible to apply under more than one post code are requested to apply in suitable post codes. However Applicant who will apply for more than one post codes, shall be allowed to attend one interview only 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 to know the information and status.

**Consolidated Stipend Payable:**

**For Project Associate –I** (Without NET/GATE) - Rs.25, 000.00 p.m. + 24% HRA

**For Project Associate –I** (With Valid 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. + 24% HRA

No other allowance is admissible

**Job Requirement (Post Code A01):**

The role of project associate would be to assist the concerned scientists / engineers to operate, monitor and ensure the proper working of the sophisticated high end devices and equipment for their smooth operations which are designed for 24x7x365 basis operations. He/She will also assist Project Leader for the other activities such as planning, operations and migrations of these equipment and devices under the directions of project Leader for the existing setup and future expansion of such scientific services and activities.

**Job Requirement (Post Code A02):**

The role of project associate would be to assist the concerned civil engineer / scientist in in-charge for the maintenance works related to civil engineering taken for the smooth operations of the scientific services and activities not limited to civil work, furniture, water supply and drainage, road work and pathways etc. He/She will also assist Project Leader in activities such as preparation of preliminary / detail estimate, site survey, supervision and monitoring, measurement of work, for the new civil works under the directions of project engineer / project Leader for the existing ongoing and future works taken up for the expansion of scientific services and activities for the Unit.

**Desirable qualifications and Skills**

- Aptitude for analysis of patent documents and research publications, data mining and analytical skills
- Excellent Oral and Written Communication in English language
- Proficiency in use of commonly used software for word processing, spreadsheet, presentations, AutoCAD

**Age Limit:** Age limit for Project Associate I will be as 35 years.

The engagement will be made initially for the period of three 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/or 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 post/fellowship.

Only candidates who fulfill the above criteria may fill the online form. Based on the number of applications received, applications may be screened and the list of screened candidates for interview will be displayed on the CSIR-URDIP's website. The shortlisted candidates should appear for the online interview at the communicated date and time.

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

**Location of work:**

The location of work after selection will invariably be Pune. Due to the nature of the jobs, physical office presence is required for these jobs.

**Please note:-**

- a) The interviews would be held online using MS Teams software and the applicants 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) Due to online nature of the interview, you might be called half an hour early or later than the scheduled time. In such a scenario, please be patient and wait in the online meeting-room lobby as you would be let inside after the earlier candidate finishes.
- c) **No separate interview letters/communication will be issued; the candidates should keep visiting the website on regular basis.**
- d) Selected candidates would need to bring/submit Original qualification and experience certificates along with one set of photocopies at CSIR URDIP Administration office for verification.
- e) Candidates should note that their candidature will be purely provisional, subject to fulfilling of all the eligibility criteria.
- a) If the number of candidates is more, the interviews may be conducted on the next day also.

b) **No TA-DA will be provided** for attending the interviews.

Link for the online submission of the form- Visit "**Career**" section of our website "[www.urdip.res.in](http://www.urdip.res.in)" to apply online.

Closing date of submission of the online application form – **03-April- 2021**.

**Sd/- for Administrative officer**