



ಮಾನವಸಂಪನ್ಮೂಲವಿಭಾಗ/मानवसंसाधनअनुभाग/HUMAN RESOURCES SECTION  
ಭಾರತೀಯವಿಜ್ಞಾನಸಂಸ್ಥೆ/भारतीयविज्ञानसंस्थान/INDIAN INSTITUTE OF SCIENCE  
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## **Advertisement No.R(HR)/308-2024/4 dated 07<sup>th</sup> December 2024**

Indian Institute of Science, a Centrally Funded Technical Institute under the Ministry of Education, Government of India, has completed more than a century of major contributions to the nation, put in place new infrastructure (buildings & equipment), several new interdisciplinary programs, and a brilliant faculty and has embarked on the mission to become a world leader in advanced education and research.

The Institute is seeking applications from individuals for the following post, to be filled on Deputation:

Sl. No.	Name of the post	No. of vacancies	Age Limit (as on the last date of Advertisement)	Pay scale
01.	Hindi Officer	01 (UR)	56	PB - 3 (15,600 - 39,100) with Grade Pay of 5400/- (Level -10 as per 7 <sup>th</sup> CPC)

### **Prescribed Minimum Educational Qualification / Experience:**

#### **Essential Educational Qualification**

Master's degree from a recognised university in Hindi with English as a compulsory or elective subject or as the medium of examination at the degree level;

Or

Master's degree from a recognised university in English with Hindi as a compulsory or elective subject or as the medium of examination at the degree level;

Or

Master's degree from a recognised university in any subject other than Hindi or English, with Hindi medium and English as a compulsory or elective subject or as the medium of examination at the degree level;

Or

Master's degree from a recognised university in any subject other than Hindi or English, with English medium and Hindi as a compulsory or elective subject or as a medium of examination at the degree level;

Or

Master's degree from a recognised university in any subject other than Hindi or English, with Hindi and English as a compulsory or elective subject or either of the two as a medium of examination and the other as a compulsory or elective subject at the degree level.

### **Desirable Educational qualification**

Studied one of the languages other than Hindi included in the EIGHTH SCHEDULE of the Constitution at 10th level from a recognized Board.

### **Essential Experience**

Three years' experience of using or applying terminology (terminological work) in Hindi and translation work from English to Hindi or vice-versa, preferably of technical or scientific literature under Central Government or State Governments or Union Territories or Autonomous Body or Statutory Organizations or Public Sector Undertakings or Universities or recognized research or educational institutions.

OR

Three years' experience of teaching in Hindi and English or research in Hindi or English under Central Government or State Governments or Union Territories or autonomous bodies or statutory Organizations or Public Sector Undertakings or Universities or recognized research or educational institutions.

OR

Officers from the Central/ State Governments or Institute of national importance or Universities/ University level institution or PSUs

- a) Holding analogous post, and/or
- b) Possessing educational qualification and experience as prescribed for direct recruitment

### **Terms and conditions**

1. The candidate must be a citizen of India.
2. The post of Hindi Officer is on Deputation basis for a period of 5 years or till attaining the age of 60 years, whichever is earlier or as fixed by GoI by orders issued in this regard, from time to time. However, the period may be extended or curtailed on performance basis, functional requirements of the Institute.
3. Candidates have to apply online only. Incomplete applications in any respect will not be considered. No further correspondence will be entertained in this regard. Physical application will not be considered.
4. All the details filled in the online application will be treated as final and no changes shall be entertained thereafter and same will be taken into consideration for the whole recruitment process. Uploaded documents to be clear and visible.
5. Certificate(s) in support of experience(s) should be as per the format attached. It should be on the employer's organization's letter head bearing the date of issue. The attested (on each page with rubber stamp) photocopies of APAR's for the last five years and a statement on the present employer's organization letterhead, detailing any major or minor penalties imposed on them, if applicable, during the last ten years should be uploaded along with the experience certificate or is to be directly forwarded to the Deputy Registrar(HR), First Floor, JRD Tata Memorial Library, IISc superscribing the advertisement no. on the envelope.
6. Candidates, who have submitted experience certificates from PSU / Autonomous bodies having different pay scales, should mandatorily submit equivalence certificate for consideration of their experience. Else, experience would not be considered.
7. Candidates who are awarded gradations under CGPA/GPA system in respect of Master's Degree need to submit correct percentage of marks obtained as per the University/Institute guidelines for conversion of CGPA/GPA to appropriate percentage.
8. The prescribed qualifications and experience are the minimum required and the mere fact that a candidate possesses the same will not entitle him/her for being called for an interview. The Institute reserves the right to restrict the no. of candidates admitted for group discussion/ interview to a reasonable number, on the basis of qualifications and/or experience higher than the minimum prescribed.
9. Selection to the post will be through an interview. However, Institute reserves the right to conduct a written exam, if required.
10. All Candidates should obtain NOC from the present employer and upload online. However, application without NOC will also be considered provided the candidate uploads a duly signed undertaking that the NOC will be submitted at the time of Interview.

11. The terms and conditions of deputation will be governed by DoPT OM No. 6/8/2009-Estt. (Pay-II) dated 17.06.2010 and the subsequent consolidated guidelines issued by GOI in this regard from time to time.
12. Applications should be submitted well in advance, without waiting until the last date.
13. Call letters to attend the interview will be sent only to the short-listed candidates by email. Candidates are required to check their registered email frequently. No correspondence will be made with applicants who are not short-listed/not called for interview.
14. Decision of the Institute in all matters relating to the eligibility of the candidate and written test/Interview would be final and binding on all the candidates.
15. The Institute reserves the right to reject any application without assigning any reason. The Institute also reserves the right to cancel the advertisement/ recruitment at any stage due to any administrative reason. No correspondence will be entertained in this regard.
16. The institute reserves the right to conduct the interview online or in-person. Out station candidates called for interview and found eligible will be paid railway fare in 2<sup>nd</sup>A/C from the place of duty/residence to Bengaluru and back by shortest route on production of tickets.
17. The appointment of the selected candidates will be subject to their being found medically fit as per the requirements of the Institute.
18. During the period of service, every employee shall observe, obey and abide by the Scheme, Regulations and Byelaws (SRB), Administrative Manuals, other statutory documents, CCS (Conduct) Rules and CCS (CCA) Rules etc.
19. The Institute reserves the right to verify the antecedents or documents submitted by the candidate at any time during the service. In case it is found that the documents submitted by the candidate are not genuine, then his/her services shall be terminated, and disciplinary/criminal proceedings will be initiated.
20. The details filled-in by the applicants in the application form will be duly verified before publishing the results. If the candidates fail to provide the authentic proof for the details filled-in by them, their candidature will be summarily forfeited.
21. Any dispute with regard to the selection process will be subject to Honourable Court/Tribunal having jurisdiction over Bangalore.
22. In case of any ambiguity/dispute arises on account of interpretation between the English and other language versions of the notification, instructions detailed in the English version shall be final.
23. In case of any corrigendum/addendum pertaining to this advertisement, the same shall be published on the Institute website only.
24. The recruitment portal will be open from **07/12/2024 to 05/01/2025 (11:55 p.m.) for submission of applications online.**

Interested individuals are requested to go through the Institute portal: <https://iisc.ac.in/careers/> and upload the certificates to support their claim for educational qualifications, age, community, disability, experience, NOC and others if any on or before **05/01/2025**.

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**Link to apply online:** [https://recruitment.iisc.ac.in/regular\\_recruitment/](https://recruitment.iisc.ac.in/regular_recruitment/)