

ADVERTISEMENT FOR ENGAGEMENT OF

IT SCIENTIST
IN PFC AT TIFAC
UNDER
WOMEN SCIENTISTS SCHEME (WOS-C)

The Patent Facilitating Centre (PFC), at TIFAC, Dept. of Science & Technology helps Academic Institutions and Government Institutions in the country to protect the innovative works of scientists & facilitates IP filing on their behalf. PFC is also implementing Women Scientists Scheme (WOS-C) of DST which aims to train women scientists in the area of Intellectual Property Rights (IPRs).

PFC invites applications from Indian Nationals for engagement of one IT Scientist under Women Scientists Scheme (WOS-C) on full time contractual and consolidated remuneration basis for a period of one year. The detailed terms and conditions of engagement are as follows:

1.Name of the position : IT Scientist

2.No. of Position : One

3. Essential Qualifications: Bachelor of Engineering or Technology in Computers /ICT/IT or equivalent

4. Experience : Minimum experience of one year in data management, analytics, ML, AI etc. Experience can be waived off for deserving candidates with PG Degree in Engineering or Technology (M.Tech) in above mentioned areas.

5. Age – 30 years as on last date of submission of the application i.e. 20th August, 2021

6. Nature of Duties : Data management, data analytics, creating and managing online course management systems, creative recording of lectures and uploading on course, responsibility also includes designing and maintaining the website time to time.

7. Consolidated Remuneration :

The IT Scientist will be paid Rs. 80,000/- p.m. (all inclusive). The amounts indicated above are all inclusive and would include all taxes also (if any). No other incidental expenses viz. transport, telephone, etc. would be paid. The place of work will be at New Delhi but the said engagement may involve the liability to travel within and outside Delhi in relation to work. In case he /she is deputed for outstation travel, he/ she would be paid TA/DA equivalent to Pay Level-10 of 7th CPC.

8. Term of Contract

The term of contract for IT Scientist would be for one year. The term of contract may be reduced at the discretion of TIFAC before making the offer of contract. After the contract is signed/ accepted, TIFAC may terminate the contract by giving one month's notice in writing to the other party without assigning any reason.

9. Confidentiality & Conflict of Interest

The IT Scientist so appointed would be required to maintain Confidentiality & discharge his / her duties with sincerity. In case it is found to be in conflict with the interest of TIFAC, his / her services are liable to be discontinued immediately without assigning any reason. Further, the IT Scientist engaged shall not be permitted to take up any other assignment during the period of engagement with TIFAC without prior permission of TIFAC in writing.

10. Leave Entitlement

The IT Scientist engaged as above will be on full time basis and shall be entitled to leave of 2.5 days per month on prorata basis without any deduction in consolidated monthly remuneration, for a period of 12 months. He / She will also be entitled to avail Government holidays. However, in exigencies of work, he / she may need to work beyond office hours and on holidays without any additional remuneration.

11. The applicant need to enclose the copies of the following documents, duly self-attested as proof of their credentials:

- i. Age proof
- ii. Degree/Certificates
- iii. Experience certificates
- iv. Duly filled in application form as per the format attached

Any other document, if deemed necessary may be demanded by TIFAC during the selection / contract signing process.

12. General Conditions:

- a. The application form as per prescribed format complete in all respect along with all enclosures to be sent in hard copy addressed to In-charge (Finance & Admn.), TIFAC, A-Wing, Vishwakarma Bhawan, Shaheed Jeet Singh Marg, New Delhi – 110016. **Alternatively**, application form along with scanned copies of all the documents may also be sent by email at **estbtifac@tifac.org.in**.
- b. The last date of receipt of applications in TIFAC in hard copy or by email would be **20th August, 2021**.
- c. The reckoning date for the criteria given above viz. qualification, experience, age, etc. would be the last date of submission of the application.
- d. The prescribed qualifications / experience are minimum and the mere fact that a candidate possesses the same will not entitle him/her to be called for interview.
- e. TIFAC reserves the right to relax the criteria (age limit, essential educational qualifications, experience etc.) and / or to restrict the number of candidates for interview to a reasonable limit.
- f. TIFAC also reserves the right of rejecting any or all the applications without assigning any reasons at any stage.
- g. No TA/DA will be provided for appearing in the interview.
- h. Selected candidate will be required to join immediately.

**FORMAT FOR APPLICATION FOR ENGAGEMENT OF
IT SCIENTIST**

PHOTO

1. **Post Applied For** :
2. **Name of the Applicant** :
3. **Date of Birth** :
4. **Permanent Address** :
5. **Correspondence Address** :
6. **Contact No. (Mobile)** :
7. **Email ID** :
8. **Nationality** :
9. **Educational Qualification** :
(Class 10th onwards)

Exam/Degree	Board/University	Year of Passing	% Grade	Subject

10. **Professional Qualification** :

Exam/Degree	Board/University	Year of Passing	% Grade	Subject

11. **Details of Experience in chronological order (with brief of the duties performed – details may be provided in the form of Annexure)**

Name of Organisation	Post held	Pay Scale	Gross Emoluments	Period	Nature of Duties

(last basic pay, if working in Govt. service):

13. **Any other information**

Note: Please attach self-attested copies of testimonials as mentioned in the advertisement.

Declaration

I do hereby declare that the information furnished above is true and complete to the best of my knowledge and belief.

Date:

Place:

Signature: