



# National Centre for Radio Astrophysics

TATA INSTITUTE OF FUNDAMENTAL RESEARCH

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## Recruitment Advertisement No. 2/2024

The National Centre for Radio Astrophysics, Pune [NCRA] of the Tata Institute of Fundamental Research [TIFR] (an autonomous institute under the umbrella of the Department of Atomic Energy of the Government of India) is an internationally reputed research institute. NCRA–TIFR is located inside the Pune University Campus. Facilities operated by NCRA-TIFR include, the Ooty Radio Telescope (ORT) and the Giant Metrewave Radio Telescope (GMRT). Located about 80 KM north of Pune, GMRT is the world's largest radio telescope at metre wavelengths. NCRA is on the lookout for suitably qualified candidates for the following positions at RAC Ooty:

Sr	Post Name	HQ	No. of Posts	Reservations						Max Age	TME	
				UR	SC	ST	OBC	PwBD	EWS			
1	Technical Trainee (Electronics)	Ooty	2	2						28	Fixed Stipend	23000
2	Technical Trainee (Telescope Observer)	Ooty	2	2						28	Fixed Stipend	23000
3	Technical Trainee (Electrical)	Ooty	1	1						28	Fixed Stipend	23000
4	Administrative Trainee	Ooty	2	2						28	Fixed Stipend	22000

**Abbreviations:** UR – Unreserved; OBC – Other Backward Classes; SC- Scheduled Caste; PwBD - Persons with Benchmark Disability (OH – Orthopedically Handicapped; HH – Hearing Handicapped); TME - Total Monthly Emoluments.

### 1. TECHNICAL TRAINEE (ELECTRONICS) [2 POST, UR; HQ: OOTY]

[Stipend: Rs. 23,000 p.m. Tenure: Initial 1 year to be extended by one year (Max 2 years, subject to satisfactory performance). No absorption after training.

**Minimum Qualification:** (1) B.Sc. (Physics/Electronics) or Diploma in Electronics (ECE) and Electrical (EEE).

**Nature of Training:** Mainly doing observation with ORT. Telescope operation and receiving room maintenance. Computer operation.

**Age:** Below 28 years.

### 2. TECHNICAL TRAINEE (TELESCOPE OBSERVER) [2 POSTS, UR; HQ: OOTY]

[Stipend: Rs. 23,000 p.m. Tenure: Initial 1 year to be extended by one year (Max 2 years, subject to satisfactory performance). No absorption after training.

**Minimum Qualification:** (1) B.Sc. (Physics/Electronics) or Diploma in Electronics and Radio Engineering (DERE).

**Nature of Training:** Mainly doing observation with ORT. Telescope operation and receiving room maintenance. Computer operation. Candidates should have to work in the round-the-clock shift duties to handle several observational quality times for overseeing the observation as well as development.

**Age:** Below 28 years.

### 3. TECHNICAL TRAINEE (ELECTRICAL) [1 POST, UR; HQ: OOTY]

[Stipend: Rs. 23,000 p.m. Tenure: Initial 1 year to be extended by one year (Max. 2 years, subject to satisfactory performance). No absorption after training.

**Minimum Qualification:** (1) Diploma in Electrical & Electronics Engineering.

**Nature of Training:** 22 KV HT/LT Installation related works/200 KVA & 40 KVA DG Set operation and maintenance/UPS & AC Electrical related systems and ORT electrical related motor control centre operating systems.

**Age:** Below 28 years.

#### **4. ADMINISTRATIVE TRAINEE [2 POSTS; UR; HQ: OOTY]**

**[Stipend:** Rs. 22,000/- pm. Tenure: Initial 1 year to be extended by one year (Max 2 years, subject to satisfactory performance). No absorption after training.

**Minimum Qualification:** (1) Graduate from a recognized university (2) Knowledge of typing & use of personal computers and applications.

**Desired:** Fluency in spoken and written English.

**Nature of training:** On job training in the area of Accounts, General Administration, HR, Stores and Purchase.

**Age:** Below 28 years.

#### **NOTE**

- 1) HQ mentioned is for the present. All the above posts are transferable within NCRA campuses i.e. Pune, Khodad & Ooty.
- 2) Candidates will be required to work in shifts/ beyond office hours and on Saturdays, Sundays and holidays, as per the exigencies of the Centre. Selected candidates for Sr. No. 5 will have to work in the round-the-clock shift duties.
- 3) The Institute reserves the right to restrict the number of candidates for the recruitment process to a reasonable limit on the basis of the qualifications and experience prescribed in the advertisement.
- 4) Mere fulfilling the essential and desirable qualifications will not entitle an applicant to be called for the recruitment process.
- 5) The Institute reserves the right not to fill the post herein advertised. Canvassing in any form shall disqualify the candidate

#### **MINIMUM EXPERIENCE**

- 1) Post qualification experience in the relevant field.

#### **LAST DATE**

- 1) **Last Date for receipt of the applications** is **21 Mar 2024**. Age, Qualification & experience will be reckoned as on **1-Jan-2024**.

#### **HOW TO APPLY**

1. Candidates are encouraged to apply on-line at <http://www.tinyurl.com/ncra2024>.
2. Those who cannot apply online, can submit hard copy in the prescribed format, in a sealed cover super scribing the post applied for on the envelope to the Administrative Officer, NCRA-TIFR, Post Bag 3, Ganeshkhind, Pune University Campus, Pune 411007.
3. Applications received online/by post after the last date will not be considered.
4. For details such as advertisement, application format, experience etc., visit at <http://www.tinyurl.com/ncra2024>.

#### **SELECTION PROCEDURE**

1. If the eligible number of applications are large, the Centre will restrict the number of candidates for written tests by applying additional parameters like merit list of the applicants based on the marks in the basic qualification, number of years of experience and select reasonable number of candidates for each post for recruitment purpose.
2. If found necessary, centre will conduct more than one written test, online test, skill test, for making a primary merit list.
3. This merit list will be used to further shortlisting of the candidates for final written tests, online interviews, wherever required.
4. Top scorer from the final list made by the Selection Committee will be considered for selection if the candidate is otherwise suitable.

Please note that the detailed advertisement published on the NCRA website is final and candidates are encouraged to go through the website for any updates from time to time.

*In case of any difficulty in making online application please send email describing the difficulty to [estt@ncra.tifr.res.in](mailto:estt@ncra.tifr.res.in)*