

**EARTH SYSTEM SCIENCE ORGANIZATION (ESSO),  
Ministry of Earth Sciences, Government of India  
INDIAN INSTITUTE OF TROPICAL METEOROLOGY (IITM),  
Dr. Homi Bhabha Road, Pashan, Pune-411008  
(Advertisement No. PER/10/2017)**

**WALK-IN-INTERVIEW**

**FOR FOLLOWING POSTS PURELY ON SHORT TERM CONTRACT BASIS FOR ONE YEAR**

The Indian Institute of Tropical Meteorology (IITM) is a premier Institute of National and International repute, devoted to research in various aspects of Atmospheric and Climate Sciences. The Institute has excellent infra-structural facilities such as High Performance Computers, Library, State of the Art Training facilities and other scientific support. The Institute is currently looking for recruiting the following positions purely on short term contract basis initially for a period of one year:

**Position - 1**

|  |   |   |
|--|---|---|
| <b>Name and no. of Post</b>                | : | <b>Assistant Engineer (IT) - 1 post</b>   |
| <b>Essential Qualifications</b>            | : | Bachelors Degree in Engineering or Technology in Computer Science or Information Technology at least 60% of marks from a recognized University/ Institute<br>Or<br>Masters Degree with at least 60% marks in Computer Sciences, Computer Applications or Information Technology from a recognized University / Institute<br>A minimum 2 years work experience in System administration (Servers), Network administration, Network Security etc. |
| <b>Desirable Experience</b>                | : | Red hat certified Engineer (RHCE Certified) and experience in various Linux & Windows Server environments.  |
| <b>Consolidated Salary</b>                 | : | ₹ 26,000/- per month  |
| <b>Interview Date &amp; Reporting time</b> | : | <b>03 January 2018 at 09.00 a.m.</b>  |

**Post - 2**

|  |   |   |
|--|---|---|
| <b>Name and no. of Post</b>                | : | <b>Assistant Engineer (Audio - Video) - 1 post</b>  |
| <b>Essential Qualifications:</b>           | : | BE/ B.Tech. in Electronics/ Electronics & Communication/ Instrumentation/ Computer, Sound Engineering from a recognized University/ Institute with at least 60% marks<br><br>A minimum of 2 years work experience in maintaining Audio Visual equipments and related works.   |
| <b>Job Responsibilities</b>                | : | <ul style="list-style-type: none"> <li>• Setting up, testing and adjusting, recording equipments for recording sessions and live performances.</li> <li>• Regulating volume levels and sound qualities during recording sessions using control consoles.</li> <li>• Coordinating &amp; arranging various meetings as per requirement.</li> <li>• Perform minor repairs of Microphones and other AV equipments regular operating of AV System in State of the Art Auditorium.</li> </ul> |
| <b>Consolidated Salary</b>                 | : | Rs. 26,000/- per month  |
| <b>Interview Date &amp; Reporting time</b> | : | <b>03 January 2018 at 09.00 a.m.</b>  |

**Post - 3**

|  |   |   |
|--|---|---|
| <b>Name and no. of Post</b>                | : | <b>Assistant Engineer (IT) for ICMPO - 1 post</b>   |
| <b>Essential Qualifications:</b>           | : | <p>Bachelors Degree in Information Technology or Computer Science or equivalent with at least 60% of marks from a recognized University/ Institute</p> <p>Experience in website development and Desk Top Publishing (DTP) consisting of the modules like PageMaker, Coral Draw, Photoshop, HTML, Dreamweaver, Adobe InDesign, Drupal, PHP, JSP etc.</p> <p>Knowledge of online meeting setup tools</p> <p>Relevant experience of 3 years.</p> |
| <b>Desirable Qualifications:</b>           | : | <ul style="list-style-type: none"> <li>• Should be imaginative and full of new ideas and thoughts, dedicated and hardworking.</li> <li>• Should possess intensive knowledge of DTP software and other basic operations of the computer along with basic knowledge of English</li> </ul>   |
| <b>Consolidated Salary</b>                 | : | Rs. 26,000/- per month  |
| <b>Interview Date &amp; Reporting time</b> | : | <b>03 January 2018 at 09.00 a.m.</b>  |

**Post - 4**

|  |   |   |
|--|---|---|
| <b>Name and no. of Post</b>                | : | <b>Assistant Engineer (Civil) - 1 post</b>  |
| <b>Essential Qualifications:</b>           | : | <p>B.E./ B.Tech in Civil Engineering from a recognized University/ Institute with at least 60% marks.</p> <p><b>Work Experience</b><br/>A minimum of 2 years of work experience in planning, preparing of work estimate, labor management, work supervision and billing for civil contract and maintenance works.</p> |
| <b>Job Responsibilities</b>                | : | <ul style="list-style-type: none"> <li>• To initiate work proposals.</li> <li>• Site inspection, collection of data and preparation of work estimate.</li> <li>• Work supervision and billing for contract and maintenance works etc.</li> </ul>  |
| <b>Consolidated Salary</b>                 | : | Rs. 26,000/- per month  |
| <b>Interview Date &amp; Reporting time</b> | : | <b>04 January 2018 at 09.00 a.m.</b>  |

**Post - 5**

|  |   |  |
|--|---|--|
| <b>Name and no. of Post</b>                | : | <b>Assistant Engineer (Electrical) - 1 post</b>  |
| <b>Essential Qualifications:</b>           | : | <p>B.E./ B.Tech in Electrical and Electronics/ Electrical/ Power Engineering from recognized University/Institute with at least 60% marks.</p> <p><b>Work Experience</b><br/>A minimum of 2 years of work experience in Electrical Projects and Maintenance</p>  |
| <b>Job Responsibilities</b>                | : | <ul style="list-style-type: none"> <li>• Supervision of 22 KV, 11 KV HT substations and LT maintenance activities of Institute, residential quarters, student hostel, laboratories, auditorium and other areas of Institute. Carrying out break down maintenance, Preventive and Predictive maintenance, Proactively identify areas of obstruction/ breakdowns and take steps to rectify the equipment's breakdown by reducing the downtime.</li> <li>• Monitoring expansion projects, execution of electrical works, designing, estimation, tendering, construction management, material management of the department.</li> </ul> |
| <b>Consolidated Salary</b>                 | : | Rs. 26,000/- per month   |
| <b>Interview Date &amp; Reporting time</b> | : | <b>04 January 2018 at 09.00 a.m.</b>   |

- ***Age limit – 35 years as on 01.01.2018. (Upper age limit is relaxed by 5 years for SC/ST, 3 years for OBC, 10 years for physically handicapped and as per rule for ex-servicemen).***

Candidates who fulfil the above criteria only should attend the walk-in interview along with filled in application form, CV along with original mark sheets and certificates and photocopy of each document on the scheduled date and time.

**Director,  
IITM, Pune**

**INDIAN INSTITUTE OF TROPICAL METEOROLOGY, PUNE - 411008**

ADVT. NO. PER/10/2017

Application for the post of \_\_\_\_\_

**PROFORMA**

|                |  |                        |                           |                        |                            |                               |
|----------------|--|------------------------|---------------------------|------------------------|----------------------------|-------------------------------|
| <b>1</b>       | <b>Surname</b>   |                        | <b>First Name</b>         |                        | <b>Father's Name</b>       |                               |
|                |  |                        |                           |                        |                            |                               |
|                | <b>Gender:</b>   |                        |                           | <b>Marital Status:</b> |                            |                               |
| <b>2</b>       | <b>Present Occupation</b>  |                        |                           |                        |                            |                               |
| <b>3</b>       | <b>Residential Address</b>   |                        |                           |                        |                            |                               |
| <b>4</b>       | <b>Telephone No.</b>   |                        | <b>5.</b>                 | <b>Mobile Number</b>   |                            |                               |
| <b>6</b>       | <b>E-mail Address:</b>   |                        |                           |                        |                            |                               |
| <b>7</b>       | <b>Date of Birth</b>   |                        |                           |                        |                            |                               |
| <b>8</b>       | <b>Whether belongs to SC / ST / OBC / Physical Handicapped / Ex- Service man :</b> |                        |                           |                        |                            |                               |
| <b>9</b>       | <b>Academic Record</b>   |                        |                           |                        |                            |                               |
| <b>Sr. No.</b> | <b>Qualification</b>   | <b>Year of Passing</b> | <b>Board / University</b> | <b>Subject</b>         | <b>Percentage of Marks</b> |                               |
| <b>i</b>       | S.S.C.   |                        |                           |                        |                            |                               |
| <b>ii</b>      | H.S.C.   |                        |                           |                        |                            |                               |
| <b>iii</b>     | B.E./B.Tech./B.Sc./BCA   |                        |                           |                        |                            |                               |
| <b>iv</b>      | M.E./ M.Sc./MCA/MCM  |                        |                           |                        |                            |                               |
| <b>v</b>       | M.Tech.  |                        |                           |                        |                            |                               |
| <b>10</b>      | <b>Computer Skills</b>   |                        |                           |                        |                            |                               |
| <b>11</b>      | <b>Name of Organization</b>  | <b>From</b>            | <b>To</b>                 | <b>Experience</b>      | <b>Salary</b>              | <b>Brief Nature of duties</b> |
|                |  |                        |                           |                        |                            |                               |
|                |  |                        |                           |                        |                            |                               |
|                |  |                        |                           |                        |                            |                               |
|                |  |                        |                           |                        |                            |                               |

Date: / / 2018

Place:

Signature of the Candidate

Note: - Bring original certificates and Mark sheets along with photocopy of each document.