Harish-Chandra Research Institute
(An Autonomous Institution under Department of Atomic Energy, Govt. of India)
Chhatnag Road, Jhunsi, Allahabad - 211 019

Employment Notice (Project) No. 01/2018

Applications are invited for **TWO Project Computer Assistant (Technical, contractual)** under the Computing Facilities for Theoretical Physics Project at the Harish-Chandra Research Institute, Chhatnag Road, Jhunsi, Allahabad 211 019 at a consolidated remuneration of Rs. 15,000 per month. Higher remuneration may be considered based on relevant work experience. The position is valid upto 31/3/2019 and may be further extended upto 31/3/2020 depending upon Government directive.

Minimum Qualification:

3 Year Diploma in Computer Science OR B.E/B.Tech/MCA/BCA Degree in Computer Science

Minimum Experience:

One year experience in handling hardware, software, web-page creation and major operating systems (Windows/Linux/Mac).

Duties and responsibilities of the post:

Selected candidates will be required to manage various machines in Linux, Windows and Mac environment, network services, printers, scanners, UPS, network switches, maintenance and issuance of laptops and other equipments. To attend day-to-day user requirements. Catering to regular needs of the institute members in computer related matters, looking after the proper functioning of the computers and its peripherals. General house keeping / record keeping duties and work related with web pages maintenance. Any such related work assigned by the competent authority shall also be the binding.

General Instructions:

Applications should be sent by post so as to reach by **06.07.2018**. Applicants should include a detailed CV, two self-attested recent photographs, copies of testimonials and certificates of experience. Email applications will not be entertained. The initial contract will continue until the end of the Project period, which is 31 March 2019, subject to satisfactory performance. The positions are purely temporary and co-terminus with the respective projects. The Project may be further extended upto 31/3/2020 depending upon Government decision on the respective project.

The selected candidates have to execute an agreement confirming that she/he will continue in the position until the end of the Project from the date of joining. Incomplete applications and applications without photocopies of testimonials etc. will not be considered.

The applicant has to give her/his email and phone number so that any future correspondence may be done through these modes along with the postal communication. The Institute shall not be responsible for any postal delay, and communication from our side through email shall be treated as an accepted mode of communication. The Institute shall not be responsible for any non-responsiveness on this from the applicant's side. Applications shall only be accepted in the physical form (postal/courier/by hand).
The applicants should clearly mention the post applied for at the top of the envelope and the applications should be addressed to:

-Sd-
Registrar
Harish-Chandra Research Institute
Chhatnag Road, Jhunsi, Allahabad - 211 019