

TATA INSTITUTE OF FUNDAMENTAL RESEARCH

*National Centre of the Government of India for Nuclear Science & Mathematics and
a Deemed University*

1, Homi Bhabha Road, Colaba, Mumbai 400 005

Advertisement No. 2023/29

Applications are invited for the following post tenable at TIFR, Mumbai.

CONSULTANT (CIVIL):

Qualification:

- (a) B.E. (Civil Engineering) from a reputed College / Institute.

Eligibility Criteria:

The candidate should be well acquainted with the functioning of Central Government Ministries/Departments and shall have executed single project costing more than Rs.50 crores. Candidate should have experience in construction of project for more than 25 years and should preferably have experience in tendering and execution of work. Persons who have retired from 7 CPC Pay Level 13A and above. Person retired from CPWD/DCS&EM or any other central government departments shall be given preference.

Desirable Skills:

- (a) Up to date knowledge of Government of India rules and regulations etc.
(b) Possess good written and oral communication skills.
(c) High integrity and commitment for working for long hours.

Brief Scope of Work/Job Responsibility:

- a) Validation of estimate submitted by Consultancy Services.
b) Review of item description and rate of quantities.
c) Draft specification document including specifications for new materials available in the market.
d) Generating special condition of contract for the work specific to mode of execution.
e) Processing and finalization of tender for the work.
f) Daily monitoring progress of project and preparation of progress report.
g) Checking bills submitted by the agency for payment.
h) Preparation of report on quality and safety during execution of work.
i) Coordination with DAE units and local authorities for the project.
j) Any other matter referred to him by Chief, Engineer, TSR/EIC/Apex committee.

Nature of Appointment:

- (a) The appointment is full time and will be purely on contract basis.
(b) The contract would be for a period of three years.
(c) The selected candidate should have own accommodation in and around Mumbai. No accommodation or HRA will be provided by TIFR.

Consolidated Pay: Last pay drawn minus pension subject to maximum limit of Rs.80,000/- p.m. (Rupees Eighty thousand per month).

Age Limit: Candidate should not be more than 65 years of age on July 01, 2023.

Leave and Travelling Allowance: The selected candidate shall be entitled for casual leave as per Institute leave rules and not entitled for travelling allowance.

General Information:

Applications from the candidates will be accepted only ONLINE. Online Applications must be submitted by **December 02, 2023** in the prescribed format available on the website <https://tifrrcruitment.tifrrh.res.in/applicants/>. **(Offline applications will not be accepted).** Incomplete applications and applications received after the last date shall not be considered.

The candidates are required to produce following original documents with copies at the time of interview:

- (a) Printout of online application form.
 - (b) Identity Proof (Aadhar Card / Election Card / PAN Card / Passport / Driving License).
 - (c) Date of birth/Proof of age.
 - (d) Educational Qualification (all mark sheets and passing certificates).
 - (e) Experience certificate/s.
 - (f) Reference certificates from two referees.
 - (g) Outstation candidates called for recruitment process for the above post will be paid III A/C return train fare for the journey by the shortest route from the nearest railway station of their place of residence on the production of photocopies of onward and return journey tickets;
"If you travel by air, you are required to purchase air tickets ONLY from 1) M/s Balmer Lawrie & Company Limited (BLCL) 2) M/s Ashok Travels & Tours (ATT) 3) Indian Railways Catering and Tourism Corporation Ltd. (IRCTC). BOOKING THROUGH THE WEBSITE OF AIRLINES IS NOT ALLOWED. The air-fare for such candidates will be restricted to the eligible return train fare on production of tickets and boarding passes".
 - (h) The Institute reserves the right to restrict the number of candidates for the recruitment process to a reasonable limit on the basis of qualifications and experience higher than the minimum prescribed in the advertisement. Mere fulfilling the essential and desirable qualifications will not entitle an applicant to be called for the recruitment process.
 - (i) The Institute reserves the right to fill or not to fill the post herein advertised. Canvassing in any form shall disqualify the candidate.
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