



गणितीय विज्ञान संस्थान  
**THE INSTITUTE OF MATHEMATICAL SCIENCES**  
*(An Autonomous Institution, under Dept. of Atomic Energy, Govt. of India)*  
 4<sup>th</sup> Cross Road, CIT Campus, Taramani, Chennai 600 113.



**विज्ञापन संख्या / Advt No.10-R/IMSc/2023**

**Dated : 09.03.2023**

The Institute of Mathematical Sciences (IMSc), Chennai is a National Institute of higher learning which fosters high quality fundamental research in frontier disciplines of Mathematical Sciences. IMSc has intensive teaching programme for award of M.Sc (by Research) and Ph.D. Degree.

Applications are invited for filling up the following Project position under the Apex Project of the Institute on consolidated salary from the eligible candidates who fulfill requisite qualifications/ specifications mentioned therein. The position indicated under the project, are proposed to be filled purely on contract basis only initially for a period of one (01) year from the date of appointment and there is no scope of continuation/ regularization/ absorption under any circumstances.

**A] PROJECT POSITION:**

<i>Title of the Sub Project</i>	<i>Name of the Project Position</i>	<i>Number of positions</i>	<i>Selection Method</i>	<i>Minimum Educational Qualifications &amp; Experience</i>	<i>Consolidated Salary (all inclusive &amp; no other allowances are allowed) p.m</i>	<i>Google Link to which soft copy of the application to be sent (no hard copies of applications are considered)</i>	<i>Last date for submission of applications for each position through google link shown under col. (7)</i>	<i>Date of written test / interview</i>
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
IMSc Centre for Disease Modelling	Project Assistant [Data Entry]	ONE	Written test followed by Interview for short listed candidates.  [or]  Direct interview in case the no. of candidates appeared is less than five	Candidate should have  1) Bachelor's degree in any field and  (2) should be less than 35 years in age on last date of receipt of application.  <b>DESIRABLE</b> : Experience in medical data entry.	Rs.25,000/- pm. (all inclusive)	<a href="https://forms.gle/1NQ1i1PeHsUpPAaZ6">https://forms.gle/1NQ1i1PeHsUpPAaZ6</a>	20.03.2023	Will be displayed on opportunities page of our website along with list of shortlisted candidates who are meeting advertisement conditions for written test / interview.

**B| AGE LIMIT :** The Candidates should be less than 35 years of age as on the last date of receipt of applications.

**C| GENERAL INFORMATION :**

Interested candidates are requested to send a brief e-mail by attaching therewith their latest resume to **fill in the google form** as mentioned at **Col (7)** against the Project position in the above table **on or before 1700 hrs on the date mentioned at Col (8)** against the Project position mentioning the position details in the **subject** of the e-mail as **“Application for the Project Position (Name of the Project Position in Capital Letters) of Advt. No.10-R/IMSc/2023 dtd 09.03.2023”**

**Note :**

1. Mails sent / web form submitted after the above time & date will not be considered under any circumstances.
2. Indicating subject in the e-mail as explained above under General Information of the Project Position is very important.
3. Depending on the number of candidates who respond to this advertisement, the Institute will decide whether to conduct a brief objective type written test of about one and half hours or to go with direct interview.
4. Only those candidates who are meeting the minimum educational qualifications & experience mentioned in the advertisement will be eligible to appear for Written test / interview. Hence screened list of candidates will be displayed by us after verifying their candidature on the **“Opportunities page”** of the Institute’s website [[www.imsc.res.in](http://www.imsc.res.in)] immediately after the last date but within two working days. Therefore, short listed candidates whose names are displayed by us on Opportunities page only need to come and appear for Written Test / Interview as per date already fixed by us as shown at Column (9) against Project position in the above Table.
5. The candidates who have applied for the Project position against this advertisement and whose names are shortlisted for written test/ interview and displayed by us on the opportunities page of IMSc website will only be allowed to appear for Written Test / Interview and they should bring one copy of valid proof of ID card with original (like AADHAR/Driving License/ Passport / VoterID).
6. Except displaying the shortlisted candidates on our website, no separate call letter / confirmation requesting the candidates to attend for Written Test (or) Interview will be sent by this Institute to those candidates who have submitted their applications in response to this advertisement.
7. The candidates who have applied for the Project position against this advertisement and whose names are displayed in the screened list should bring one copy of their resume already sent by them with photo pasted on it at the time of reporting for Written Test/Interview.

**IMPORTANT:**

1. The candidates submitting web forms for the above position are requested to note the day and date of written test followed by interview shown at **column (9) of the above table and visit the IMSc web-site periodically for any updates.**
2. The candidates should on their own attend for written test on the date mentioned, where necessary.



3. All those candidates who have been short listed for the Project position are requested to **report sharp at the designated time on the dates of written test / interview as indicated against the Project position at column (9) at IMSc and sign the attendance statement without fail.** The candidates also should bring along with them all original certificates and one set of self attested copies of all certificates as to proof of age, educational qualification, and experience etc.
4. The list of successful candidates of the written test wherever conducted will be displayed on the notice board on the same day for which venue location will be announced at the time of written test. Only those candidates who clear the written test are required to appear for Interview, time for which will be announced at the written test venue. Wherever only interview is prescribed the candidates will be intimated about the mode of interview.
5. Hard copies of applications/ resume received by hand/ post/ courier will not be considered under any circumstances.
6. Web Forms received by us without attaching resume will not be considered under any circumstances.

**General Conditions:**

1. The prescribed qualifications are minimum and mere possession of the same does not entitle the candidate to be considered for the advertised position. The decision of the Director of this Institute in all matters will be final and no enquiry or correspondence will be entertained in this matter.
2. Only outstation candidates belonging to SC/ ST appearing for the written test and selected for interview only will be reimbursed to and fro second class railway fare/ bus fare or actual fare incurred which ever is less by the shortest route from the station of residence/ work place to Chennai & back on production of tickets.
3. Please visit "Opportunities Page" of our website [www.imsc.res.in](http://www.imsc.res.in) for full details of advertisement, screened list of candidates and visit "Getting here" page to know location information of our Institute.



**REGISTRAR**