गणितीय विज्ञान संस्थान

THE INSTITUTE OF MATHEMATICAL SCIENCES

(An Autonomous Institution, under Dept. of Atomic Energy, Govt. of India)

4th Cross Road, CIT Campus, Taramani, Chennai 600 113.

TECHNOLOGIES FOR NEW INDIA@75
आज़ादी का अमृत महोत्सव

विज्ञापन संख्या / Advt No. 07-R/IMSc/2026 **Dated: November 24, 2026**

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 positions under the Apex Projects of the Institute on consolidated salary from the eligible candidates who fulfil requisite qualifications/specifications mentioned therein. The positions indicated under the projects, are proposed to be filled purely on contract basis initially for a period of one year from the date of appointment and there is no scope of regularization / absorption under any circumstances.

PROJECT POSITION [APEX] – purely on contract basis

Sl. No	*Title of the Sub Project*	*Name of the Project Position*	*Number of positions*	*Selection Method*	*Minimum Educational Qualifications & Experience*	*Age limit as on last date of submission of application*	*Consolidated Salary (all inclusive & no other allowances are allowed) p.m*	*URL / Mail Id to which the application is to be submitted*	*Last date for submission of applications for each position through E-mail shown under col. (9)*	*Date of written test / interview*
(1)	*(2)*	*(3)*	*(4)*	*(5)*	*(6)*	*(7)*	*(8)*	*(9)*	*(10)*	*(11)*
1.	**Design and Development of Integrated Online Information Resource Management (Library)**	**Project Technical Assistant (Library)**	**03**	Selection will be made on merit basis through a written test. Only those candidates who qualify in written test will be called for interview (proposed for afternoon)	**Educational Qualification (Essential):** Masters in Library and Information science (MLIS / MLISc / Mlib.Sc / M.Sc Library and Information Science) with first class. **Desirable qualification:** UGC-NET in Library and Information Science, or an equivalent accredited test such as SLET/SET. Post graduate diploma in library automation and networking (PGDLAN) **Essential Experience :** Minimum 2 years experience in academic /	**40 years**	**Rs. 54,500/-**	**Apply Online https:// www.imsc.res.in/ other_positions**	09/12/2026	**Date of written test/ interview will be announced later**

					research / special libraries in handling acquisition, circulation, journal subscriptions and technical processing (cataloging and classification etc), working knowledge of basic computer applications. Working knowledge and experience in managing the institutional repository software (DSpace/e-prints) and Koha ILS in Linux environment, handling research publications, citation databases and reporting. Experience in organizing, cataloguing, describing, digitizing and preserving physical and digital archival materials, including photographs, reports, theses and institutional records. Knowledge of HTML, SQL, Archival standards, Metadata standards, cataloguing (RDA, AACR II) and classification standards. **Desirable :** Training experience from a reputed University/ research Institute. Experience in compiling annual reports or other technical reports using LaTeX.					
2.	**Design and Development of Integrated Online Information Resource Management (Library)**	**Project Technical Assistant (Systems)**	**01**	Selection will be made on merit basis through a written test and Skill test. Only those candidates who qualify in written test and skill test will be called for interview (proposed for afternoon)	**Educational Qualification (Essential):** Bachelors Degree in Engineering (Computer Science/ ECE/ EEE/M.Sc / M.Tech (computer science) / Computer Applications / Engineering (Computer Science / ECE / EEE/ IT) from a reputed recognised College/ University **Essential Experience:** Minimum two years of experience in software development projects. Proficiency in software development on Linux/Unix operating systems using Python, PHP, and MySQL/MariaDB. Working knowledge of frontend web technologies (HTML5, CSS3, JavaScript) and version control tools (Git).	**40 years**	**Rs. 54,500/-**	**Apply Online https:// www.imsc.res.in/ other_positions**	09/12/2026	**Date of written test/ interview will be announced later**

					Desirable: Formal I.T. coursework or certifications covering HTML/PHP, Python, MySQL, and LaTeX. Exposure to web frameworks (e.g., Django, Flask, or Laravel) or CMS platforms. Prior work experience in an academic, research, or scientific organization. **Deliverables:** Annual Report System: Design, develop, and deploy a new annual report management system using Python, MySQL/MariaDB, and LaTeX on a Linux environment. Library & Archives Systems: Assist in the design, development, feature enhancement, and maintenance of institutional library management and digital archive platforms.					
3.	**Management of IMSc IT and Media Infrastructure**	**Project Scientific Officer "C" - (PSO-C)**	**01**	Direct Interview of shortlisted candidates	**Educational Qualification:** Bachelor's Degree in Engineering or Technology (B.E. / B.Tech.) in Computer Science, Information Technology or Electronics & Communication. (OR) Master of Science in Information Technology (M.Sc. IT) or Master of Computer Applications (MCA). (AND) Minimum 15 years relevant experience as specified for the position. **Desirable qualification:** Red Hat Certified Engineer (RHCE) or Linux Professional Institute Certification (LPIC). Cisco Certified Network Professional (CCNP) or equivalent networking credentials. Proxmox / VMware virtualization or cloud administration certifications	**50 years**	**Rs. 95,000/-**	**Apply Online https:// www.imsc.res.in/ other_positions**	09/12/2026	**Date of interview will be announced later**

					Experience: **Essential Experience:** Minimum 15 years of experience in the following 1. Linux System and Server Administration 2. Database Management 3. Type 1 and Type 2 Hypervisors Management 4. Email Server Administration 5. Enterprise Routing and Switching 6. IT Security including NGFW, WAF 7. Web applications and Content Management 8. Linux/Unix, Shell, PHP Scripting techniques 9. Videoconference Administration and Management 10. IT Asset Management and IT Service Management 11. High-Performance Computing Cluster Management					
4	**Management of IMSc IT and Media Infrastructure**	**Project Scientific Assistant – Systems and Networks (Level-1)**	**01**	Direct Interview of shortlisted candidates	**Educational Qualification:** Bachelor's Degree in Engineering or Technology (B.E. / B.Tech.) in Computer Science, Information Technology or Electronics & Communication. (OR) Master of Science in Information Technology (M.Sc. IT) or Master of Computer Applications (MCA). (AND) Minimum 15 years relevant experience as specified for the position. **Desirable qualification:** Red Hat Certified Engineer (RHCE) or Linux Professional Institute Certification (LPIC). Proxmox / VMware virtualization or cloud administration certifications. Cisco Certified Network Professional (CCNP) or equivalent networking credentials. **Experience:** **Essential Experience:** Minimum 15 years of experience in the following	**50 years** (Upper age limit is relaxable in the case of exceptionally qualified, highly experienced, or deserving candidates at the discretion of the Competent Authority)	**Rs. 71,500/-**	**Apply Online https:// www.imsc.res.in/ other_positions**	09/12/2026	**Date of interview will be announced later**

					1. Linux System and Server Administration and Database Management 2. Web applications and Content Management 3. Linux/Unix, Shell, PHP Scripting techniques 4. Deep understanding of dynamic routing protocols (OSPF, BGP) and Layer 2/3 operations (VLANs, trunking, spanning-tree protocols). 5. Hands-on configuration and troubleshooting experience with enterprise hardware platforms (e.g., Cisco Catalyst, Aruba switches) 6. Expert deployment of IPsec VPN tunnels, site-to-site tunnels, and secure remote access frameworks 7. Implementation of Access Control Lists (ACLs), stateful firewalls, and micro-segmentation principles to enforce security policies. 8.Designing and managing Software-Defined Wide Area Network architectures to optimize multi-site traffic and cloud application performance. 9. Configuring BGP multihoming, link aggregation, and redundant paths to ensure maximum uptime and failover resilience 10. IT Asset Management and IT Service Management					
5	**Management of IMSc IT and Media Infrastructure**	**Project Scientific Assistant – Systems and Networks (Level - 2)**	**01**	Written Test followed by an Interview on the same day (or) Direct interview in case no. of candidates appeared is less than five.	**Educational Qualification:** Bachelor's Degree in Engineering or Technology (B.E. / B.Tech.) in Computer Science, Information Technology or Electronics & Communication. (OR) Master of Science in Information Technology (M.Sc. IT) or Master of Computer Applications (MCA). (AND) Minimum 5 years relevant experience as specified for the position. **Desirable qualification:** Red Hat Certified Engineer (RHCE) or Linux Professional Institute Certification (LPIC). Proxmox / VMware virtualization or cloud	**40 years**	**Rs. 54,500/-**	**Apply Online https:// www.imsc.res.in/ other_positions**	09/12/2026	**Date of written test/ interview will be announced later**

					administration certifications. Cisco Certified Network Professional (CCNP) or equivalent networking credentials. **Experience:** **Essential Experience:** Minimum 5 years of experience in the following 1. Linux System and Server Administration and Database Management 2. Web applications and Content Management 3. Linux/Unix, Shell, PHP Scripting techniques 4. Deep understanding of dynamic routing protocols (OSPF, BGP) and Layer 2/3 operations (VLANs, trunking, spanning-tree protocols). 5. Hands-on configuration and troubleshooting experience with enterprise hardware platforms (e.g., Cisco Catalyst, Aruba switches) 6. Expert deployment of IPsec VPN tunnels, site-to-site tunnels, and secure remote access frameworks 7. Implementation of Access Control Lists (ACLs), stateful firewalls, and micro-segmentation principles to enforce security policies. 8.Designing and managing Software-Defined Wide Area Network architectures to optimize multi-site traffic and cloud application performance. 9. Configuring BGP multihoming, link aggregation, and redundant paths to ensure maximum uptime and failover resilience 10. IT Asset Management and IT Service Management					
6	**Management of IMSc IT and Media Infrastructure**	**Project Scientific Assistant – Systems and Networks (Level - 3)**	**01**	Written Test followed by an Interview on the same day (or) Direct interview in case no. of candidates appeared is less than five.	**Educational Qualification:** Bachelor's Degree in Engineering or Technology (B.E. / B.Tech.) in Computer Science, Information Technology or Electronics & Communication. (OR) Master of Science in Information Technology (M.Sc. IT) or Master of Computer Applications (MCA). **Desirable qualification:**	**35 years**	**Rs. 48,000/-**	**Apply Online https:// www.imsc.res.in/ other_positions**	09/12/2026	**Date of written test/ interview will be announced later**

					Red Hat Certified Engineer (RHCE) or Linux Professional Institute Certification (LPIC). Proxmox / VMware virtualization or cloud administration certifications. Cisco Certified Network Professional (CCNP) or equivalent networking credentials. **Desirable Experience:** 1. Linux System Administration 2. Web applications and Content Management 3. Deep understanding of dynamic routing protocols and enterprise switching 4. Implementation of Access Control Lists (ACLs), stateful firewalls, and micro-segmentation principles to enforce security policies. 5.Designing and managing Software-Defined Wide Area Network architectures. 6. IT Asset Management and IT Service Management					
7	**Management of IMSc IT and Media Infrastructure**	**Project Scientific Assistant - Media & Communication (Level 1)**	**01**	Direct Interview of shortlisted candidates	**Educational Qualification:** Diploma in Film Editing and Television Production (OR) Bachelor's Degree in Visual Arts(Film Editing), Visual Communication or Commerce. (AND) Minimum 15 years relevant experience as specified for the position. **Desirable qualification:** Zoom Certified Deployment Specialist / Microsoft Teams Rooms (MTR) Solution Architect Adobe Certified Professional / Blackmagic Design DaVinci Resolve Certification **Experience:** **Essential Experience:** Minimum 15 years of experience in the following 1. Video & Audio Production (Field Capture) - Camera Operations, Audio Engineering, Live	**50 years**	**Rs. 65,000/-**	**Apply Online https:// www.imsc.res.in/ other_positions**	09/12/2026	**Date of interview will be announced later**

					Sound & Acoustics, Troubleshooting 2. On-Premises Audio Video Infrastructure & Hardware Integration - Hardware Switchers & Mixers, Signal Flow & Cabling, Room Systems Integration, Display & Projection 3. Video Editing & Post Production Software - Non-Linear Editing, Colour Grading & Encoding, Audio Post Production 4. Photography & Image Management - Digital Capture, Editing & Retouching, Web Optimization 5. Live Streaming & Broadcast Engineering - Encoding Platforms, Stream Configuration, Protocol & Network Management 6. Cloud Video conferencing & Hybrid meetings - Platform Operations, Hybrid Production, Troubleshooting 7. Presentation & Content Staging - PPT Preparation, Multi format Compatibility, Speaker Staging 8. Vendor Management & Stakeholder Coordination - External AV/Video Vendors, Technical SOW& Evaluation, Cross-functional Collaboration 9. File, Digital Media & Asset Management - Codec & Format Mastery, Pipeline Management, Archival & Backup 10. Content Management & Web Publishing - Digital Publishing, Metadata & SEO, Web Integration					
8	**Management of IMSc IT and Media Infrastructure**	**Project Scientific Assistant - Media & Communication (Level 2)**	**01**	Direct Interview of shortlisted candidates	**Educational Qualification:** Diploma in Film Editing and Television Production (OR) Bachelor's Degree in Visual Arts (Film Editing), Visual Communication or Commerce. (AND) Minimum 5 years relevant experience as specified for the position. **Desirable qualification:** Zoom Certified Deployment Specialist / Microsoft Teams Rooms (MTR) Solution Architect Adobe Certified Professional / Blackmagic Design	**40 years**	**Rs. 58500/-**	**Apply Online https:// www.imsc.res.in/ other_positions**	09/12/2026	**Date of interview will be announced later**

					DaVinci Resolve Certification **Experience:** **Essential Experience:** Minimum 5 years of experience in the following 1. Video & Audio Production (Field Capture) - Camera Operations, Audio Engineering, Live Sound & Acoustics, Troubleshooting 2. On-Premises Audio Video Infrastructure & Hardware Integration - Hardware Switchers & Mixers, Signal Flow & Cabling, Room Systems Integration, Display & Projection 3. Video Editing & Post Production Software - Non-Linear Editing, Colour Grading & Encoding, Audio Post Production 4. Photography & Image Management - Digital Capture, Editing & Retouching, Web Optimization 5. Live Streaming & Broadcast Engineering - Encoding Platforms, Stream Configuration, Protocol & Network Management 6. Cloud Video conferencing & Hybrid meetings - Platform Operations, Hybrid Production, Troubleshooting 7. Presentation & Content Staging - PPT Preparation, Multi format Compatibility, Speaker Staging 8. Vendor Management & Stakeholder Coordination - External AV/Video Vendors, Technical SOW& Evaluation, Cross-functional Collaboration 9. File, Digital Media & Asset Management - Codec & Format Mastery, Pipeline Management, Archival & Backup 10. Content Management & Web Publishing - Digital Publishing, Metadata & SEO, Web Integration					
9	**Management of IMSc IT and Media Infrastructure**	**Project Scientific Assistant - Media & Communication (Level 3)**	**01**	Written Test followed by an Interview on the same day (or) Direct interview in case no. of	**Educational Qualification:** Diploma in Film Editing and Television Production (OR) Bachelor's Degree in Visual Arts (Film Editing), Visual Communication or Commerce. **Desirable qualification:**	**35 years**	**Rs. 32,500/-**	**Apply Online https:// www.imsc.res.in/ other_positions**	09/12/2026	**Date of written test/ interview will be announced later**

				candidates appeared is less than five.	Zoom Certified Deployment Specialist / Microsoft Teams Rooms (MTR) Solution Architect Adobe Certified Professional / Blackmagic Design DaVinci Resolve Certification **Desirable Experience:** 1. Video & Audio Production (Field Capture) 2. On-Premises Audio Video Infrastructure & Hardware Integration 3. Video Editing & Post Production Software 4. Photography & Image Management 5. Live Streaming & Broadcast Engineering 6. Cloud Video conferencing & Hybrid meetings 7. Presentation & Content Staging 8. Vendor Management & Stakeholder Coordination 9. File, Digital Media & Asset Management 10. Content Management & Web Publishing					
10.	**IMSc Centre for Health and Disease**	**Project Technical Assistant-Level-I Electrical**	**01**	Direct Interview of shortlisted candidates	**ESSENTIAL Qualification :** Candidates should have completed regular B.E/B.Tech in Electrical/ Electrical & Electronics Engineering with a minimum 60% marks from a recognised College / Institution AND Candidates should have Electrical supervisor competency certificate [C-License] issued by CEIG, Govt. **Experience:** **Essential Experience:** Minimum 10 years of relevant post qualification experience required for the position. AND Must be proficient in handling entire Electrical, Electronics and Air conditioning equipments like operation & Day-to-day maintenance, troubleshooting, monitoring of 11KV/433 Volts electrical substation, more than 1.25 MVA transformers, 500 KVA DG sets, Automatic Power factor Correction Panels, 450 KVA UPS & network systems controlled by STS switches, PRI linked tele communication system, centralized air conditioning Chilling plants, AHU	**50 years**	**Rs. 85,500/-**	**taelecone@imsc.res.in**	09/12/2026	**Date of interview will be announced later**

					units, Fire Alarm system of smoke detectors, FACP panels including FM 200 automatic fire suppression system with BMS integration, design and erection of grid connected solar plants and it's monitoring. **Specific requirement of the candidate :** Good experience in the execution, erection, testing & commissioning of above said all Electrical & Electronics equipments including internal, external electrifications works as per the CPWD specifications, IE Rules and statutory requirements. Preparation of tender documents, BOQ, technical evaluation of tenders, estimates, running and final bills through a CMB. Experience in planning, coordinating, and monitoring of various AMCs including verification of activities and processing of bills. Coordination with TNEB and CEIG for statutory inspections, obtaining safety certificates and ensuring compliance with electrical safety requirements, including IE Rules 44, 46 and 63. **Desirable:** Working knowledge of basic computer softwares of LINUX, AUTOCAD & LIBRE OFFICE.					
11.	**Quantum Materials and Disorder**	**Project Technical Assistant-Level-II (Electrical)**	**01**	Direct Interview of shortlisted candidates	**Essential Qualification:** Candidates should have completed regular Diploma in Electrical/ Electrical & Electronics Engineering with minimum 55 % marks from a recognised College / Institution **AND** Candidates should have Electrical supervisor competency certificate [C-License] issued by CEIG, Govt of Tamilnadu. **Experience:** **Essential Experience:** Specified experience of minimum 10 years of relevant post qualification experience required for the position. **AND** Must be proficient in supervision of Electrical, Electronics and Air conditioning maintenance	**50 years**	**Rs. 58,500/-**	**taelectwo@imsc.res.in**	09/12/2026	**Date of interview will be announced later**

					works like Operation & Day-to-day maintenance of 11KV/433 Volts electrical substation, more than 1.25 MVA transformers, 500 KVA DG sets, Automatic power factor panels, 450 KVA UPS & network systems controlled by STS switches, PRI linked telecommunication system, centralized air conditioning Chilling plants, AHU units, Miantenance of grid connected solar plants and it's monitoring. **Specific requirement of the candidate** : Good experience in supervising of above said all Electrical & Electronics equipments including internal, external electrifications works. Attending and monitoring day-to-day electrical and electronics maintenance complaints received through the online complaint system, coordinating corrective actions and submitting completion reports to the users. Supervising and monitoring the electrical maintenance, drinking water purification systems, activities of AMC contractors. and other associated services. Preparation of estimates, market rate analysis, running bills and final bills, including recording measurements in Computerised Measurement Books (CMBs). **Desirable:** Working knowledge of basic computer softwares of LINUX, AUTOCAD & LIBRE OFFICE.					
12	**Science Communication and Outreach**	**Project Technical Assistant-Level-III (Electrical)**	**01**	Written test followed by interview only short listed candidates on the same day. (or) Direct interview in case no. of candidates	**ESSENTIAL Qualification:** Candidates should have completed regular Diploma in Electrical/ Electrical & Electronics Engineering with minimum 55 % marks from a recognised College / Institution **AND** Candidates should have Electrical supervisor competency certificate [C-License] issued by CEIG, Govt of Tamilnadu. **Experience:** **Essential Experience:** Specified experience of	**40 years**	**Rs. 45,500/-**	**taelecthree@imsc.res.in**	09/12/2026	**Date of written test/ interview will be announced later**

				appeared is less than five.	minimum 07 years of relevant post qualification experience required for the position. **AND** Must be proficient in supervision of Electrical, Electronics and Air conditioning maintenance works like Operation & Day-to-day maintenance of 11KV/433 Volts electrical substation, more than 1.25 MVA transformers, 500 KVA DG sets, Automatic power factor panels, 450 KVA UPS & network systems controlled by STS switches, PRI linked telecommunication system, centralized air conditioning Chilling plants, AHU units. **Specific requirement of the candidate** : Good experience in supervising of above said all Electrical & Electronics equipments including internal, external electrifications works. Attending and monitoring day-to-day electrical and electronics maintenance complaints received through the online complaint system, coordinating corrective actions and submitting completion reports to the users. Supervising and monitoring the electrical maintenance, drinking water purification systems, activities of AMC contractors. and other associated services. **Desirable:** Working knowledge of basic computer softwares of LINUX, AUTOCAD & LIBRE OFFICE.					
13.	**Computational Biology at IMSc & Modeling Structure & Dynamics of Soft Matter**	**Project Technical Assistant (Civil)**	**02**	Direct Interview of shortlisted candidates	**ESSENTIAL Qualification:** Diploma in Civil Engineering with minimum of 55% marks from a reputed college / institution approved by Government AND Should possess a certificate for having qualified in AutoCAD course. **Experience:** **Essential Experience:** Minimum 15 years post qualification experience in construction, renovation of buildings and maintenance works such as masonry repairs and painting, carpentry,	**50 years**	**Rs. 65,000/-**	**tacivilone@imsc.res.in**	09/12/2026	**Date of interview will be announced later**

					sewerage and drainage systems, water supply and plumbing, retrofitting, lawn maintenance, and in estimating and costing, e-tendering process and preparation of computerized billing. Exposure to assist System for Day-to-day civil maintenance related complaints receiving through on-line and sending acknowledgement and analysis of complaints, action for solving the issues and sending completion report to the users etc. **DESIRABLE:** Working knowledge of basic computer softwares of LINUX, MS OFFICE, etc..					
14	**Science Communication and Outreach**	**Project Assistant (House Keeping) - Level – I**	**01**	Direct Interview of shortlisted candidates	**Educational Qualification :** **Essential:** 3 year B.Sc. Degree [after HSC] in Hospitality and Hotel Administration from a reputed College / Institution / University approved by the Government with minimum of 50% marks [or] M.Sc. with 50% marks with relevant experience **Essential Experience:** Minimum of eight (08) years of post qualification experience in the field of Housekeeping management in reputed Institute / Hotel with good communication skills and familiarity in Computer operations. **Duties & Responsibilities:** Upkeep of buildings of the Institute, wash rooms, common places, Maintaining the Registers, supervising duties of house keeping cleaners, allotment of office rooms, Guest house rooms & hostel rooms, etc.	**40 years**	**Rs.58,500/-**	**pahkone@imsc.res.in**	09/12/2026	**Date of interview will be announced later**
15	**IMSc Centre for Health and Disease**	**Project Assistant (House Keeping)**	**01**	Written test followed by interview only short listed	**Educational Qualification :** **Essential:** 3 year B.Sc. Degree [after HSC] in Hospitality and Hotel Administration from a reputed College / Institution / University	**25 years**	**Rs. 32,500/-**	**pahktwo@imsc.res.in**	09/12/2026	**Date of written test/ interview will be**

		- Level - II		candidates on the same day. (or) Direct interview in case no. of candidates appeared for written test is less than five.	approved by the Government with minimum of 60% marks **Desirable Experience:** Experience in the field of House Keeping management in reputed Institute / Hotel with good communication skills and familiarity in Computer operations. **Duties & Responsibilities:** Upkeep of buildings of the Institute, wash rooms, common places, High standards of customer care and performance, Maintaining the Registers, supervising duties of House Keeping cleaners, allotment of office rooms, Guest house rooms & hostel rooms, etc.					**announced later**
16	**IMSc Centre for Health and Disease**	**Project Assistant (Catering)**	**01**	Direct Interview of shortlisted candidates	**Educational Qualification :** 3 year Diploma in Hotel Management & Catering Science (after HSC) from a reputed College/ Institution / University approved by the Government with minimum of 60% marks. **Essential Experience:** Minimum of twelve (12) years of post qualification experience in the field of catering and kitchen management in a reputed hotel/institution with good organisation & communication skills and familiarity in Computer operations. **Duties & Responsibilities:** Menu Planning, Food costing and budgeting, Canteen and refreshment / Coffee Pantry management, Maintaining Billing registers, Expenditure statements	**40 years**	**Rs.58,500/-**	pacatering@imsc.res.in	09/12/2026	**Date of interview will be announced later**
17	**IMSc Centre for Health and Disease & Computational Biology at IMSc**	**Project Assistant (Admin)**	**02**	Direct Interview of shortlisted candidates	**Educational Qualification :** Bachelor Degree from a recognized University with first class, 60% marks with good knowledge of MS Office tools, drafting of letters in English, good command over English. **Essential Experience:** Minimum hands on experience of four (04) years	**33 years**	**Rs.45,500/-**	paadmin@imsc.res.in	09/12/2026	**Date of interview will be announced later**

					of day to day office work, drafting official letters in a reputed academic / scientific organization. Candidates should be proficient in MS Office and related computer applications. A speed test of not less than 8000 key depression per hour (KDPH) on computer. **Desirable experience:** Good knowledge of computer operations. Command on Internet and Website updation, File management system, Office Procedures including experience in handling work in connection with meetings & conferences and routine administrative support towards arranging the logistics for academic / scientific events of the Institute.					

How to apply:
1. For Sl.No. 1 to 9 candidates should apply through the link provided in the Column No.09
2. For Sl.No. 10 to 17 interested candidates should download the application format for the relevant post, duly fill and sign it and send scanned copy of the application alongwith the self attested copies of relevant certificates to the unique Email Ids mentioned against each project position in Column No.09

Application should be submitted or emailed as mentioned above before 1800hrs on the date mentioned in Column No.10 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.07-R/IMSc/2026 dt. 24.11.2026.

Incomplete applications will be summarily rejected.

Note :

- Application submitted or E-mails sent after the deadline mentioned above will not be considered under any circumstances.
- Indicating subject in the e-mail as explained above for each Project Position is very important.
- Only those candidates who are meeting the minimum educational qualifications & experience mentioned in the advertisement shall be considered for the selection process. Screened list of candidates will be displayed on the "**Opportunities page**" of the Institute's website [www.imsc.res.in]. Therefore, short listed candidates whose names are displayed only need to appear for written test / Interview as applicable.
- The candidate should produce one copy of valid proof of ID card with original (like AADHAR/Driving License/ Passport / VoterID).
- Incomplete applications will be summarily rejected.
- Hard copies of applications / resume received by hand / post / courier **will not be considered** under any circumstances.
- The prescribed qualifications are minimum and mere possession of the same does not entitle the candidate to be considered for the advertised position for shortlisting. 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.

- Admission against this advertisement selection process will be purely as per terms and conditions mentioned therein and will terminate automatically without any notice or compensation on termination.
- The admitted candidate shall have no claim of appointment / absorption in IMSc, Chennai.
- Selected candidates will have to join immediately on receipt of offer of admission.
- No interim enquiries / correspondence / communications of any sort will be entertained on the matter.
- Canvassing in any form and / or bringing any influence, political or otherwise will be treated as a disqualification.
- **Please visit our website www.imsc.res.in and click on "Getting here" page to know location information of our Institute.**

Vinayalatha. S

REGISTRAR