



## Indian Institute of Science Bangalore 560012

Advertisement R(HR)-3/2020, dated March 13, 2020

Indian Institute of Science (IISc) was established in 1909 and is a premier autonomous institution for education and research in science and engineering, funded by the Ministry of Human Resource Development (MHRD), Govt. of India. The Institute has completed a century of major contributions to the nation and has put in place new infrastructure (building and equipment's) several new inter-disciplinary programmes, and a brilliant faculty. The Institute has embarked on the mission to become a world leader in advance education and research. With this in mind, the Institute is looking to build a professional and responsive administration and is therefore seeking a dynamic individual for the POST Of REGISTRAR to be filled either on DIRECT RECRUITMENT or on DEPUTATION/CONTRACT for a period of up to 5 years or till attaining the age of 62 years whichever is earlier. The details are as under:

| Sl. No | Post                    | Registrar (01 post – Unreserved)   |
|--------|-------------------------|--|
| 1      | Pay Structure           | Group – A Level 14   |
| 2      | Tenure appointment      | <b><u>On Direct Recruitment</u></b><br>Till the age of superannuation i.e. 62 years with a probation of two years.<br><br><b><u>On Deputation</u></b><br>tenure of up to 5 years or till attaining the age of superannuation in the parent department, whichever is earlier subject to a maximum of 62 years.<br><br><b><u>On Contract</u></b><br>For a period of 5 years from the date of joining or the end of the month in which the candidates attains the age of 62 years, whichever is earlier. The appointment on contract is with a probation of one year. |
| 3      | Essential Qualification | A Postgraduate degree with at least 55% marks or its equivalent grade.   |
| 4      | Experience              | <b><u>For Direct Recruitment/Contract</u></b>  |

|   |   |   |
|---|---|---|
|   |   | <p>At least 15 years of experience as Asst Professor in the AGP of Rs. 7000/- and above or 8 years of service in the AGP of Rs. 8000/- and above including as Associate Professor along with experience in educational administration</p> <p style="text-align: center;">Or</p> <p>Comparable experience in research establishment and/or other institutions of higher education</p> <p style="text-align: center;">Or</p> <p>15 years of administrative experience, of which 8 years as Deputy Registrar in the Grade Pay of Rs. 7600 (Level-12) or in an equivalent post.</p> <p><b><u>For Deputation</u></b></p> <p>Officers from the Central/ State Governments or Institute of national importance or Universities/ University level institution or PSU</p> <p>a) Holding analogous post, and/or</p> <p>b) Possessing educational qualification and experience as prescribed for direct recruitment.</p> |
| 5 | Job Description                                       | Registrar shall report to the Director and will be in-charge of whole administration of the Institute and will provide administrative support to the Director. The Registrar is Ex-officio, Secretary of the Court, the Council, the Finance Committee, the Senate, the Board of Trustees and of the Committees appointed by the authorities and may also be called upon to take up other duties assigned by the Director.  |
| 6 | Age as on the last date for submission of Application | <b>Should not have crossed 55 years</b>   |

**General Conditions:**

1. The candidate must be a citizen of India
2. Applicants serving in Government/Semi-Government Autonomous Organizations/Public Sector Undertakings/ Autonomous Bodies must submit their applications along with No Objection Certificate” from their current employer. However, applications will be

accepted without NOC also, if the candidate encloses an undertaking to submit the same at the time of interview.

3. The selected candidate will be covered under the New Contributory Pension Scheme as notified by the Government of India; Ministry of Finance vide Gazette notification F.No.5/7/2003-ECB & PR dated 22nd December 2003.

However, candidate, who entered into Central Govt. service or in the service of an Autonomous Body set up by Central Govt. (satisfying the conditions laid down in Para – 4 of O.M. dated 29.08.1984) on or before 31.12.2003 and who was governed by Central Civil Service (Pension) Rules, 1972, will continue to be governed by the provisions of CCS(Pension) Rules, 1972, if, such candidate submits technical resignation on or after 01.01.2004 under the provisions of the DP&&AR's O.M. No.28/10/84-PU dated 29.08.1984.

4. If the candidate is appointed on deputation, he/she will be governed by the Govt of India guidelines on deputation/foreign service.
5. Registrar will be provided with furnished accommodation, residential Telephone connection and a Mobile free of charge. However, water and electricity charges have to be borne on actuals. It is mandatory to stay on campus. He/she is not eligible for HRA and liable to pay perquisite tax as per Income Tax rules.
6. IISc reserves the right of not filling the post advertised.
7. Candidates shall have to produce original documents at the time of interview.
8. No correspondence whatsoever will be entertained from candidates regarding conduct/result of interview and reasons for not being called for interview.
9. The prescribed essential qualification/experience indicated are bare minimum. Merely possession of these qualification/experience will not entitle the candidate(s) to be called for interview. Where the number of applications received in response to this advertisement is large and it may not be convenient or possible for IISc to interview all the candidates, IISc reserves the right to restrict the number of candidates to be called for interview to a reasonable limit.
10. The qualification prescribed in the table above should have been obtained from recognized universities/ Institutions.

11. Outstation candidates, called for interview, will be paid to and fro railway fare (2<sup>nd</sup> AC) from the place of duty/residence to Bangalore by the shortest route.
12. Interested candidates are required to submit applications through online mode only. Copies of all certificates are required to be uploaded along with application form at the time of submission. Without these certificates, the application form will not be considered.
13. Canvassing in any form/bringing in any influence political or otherwise will be treated as a disqualification for the Post.
14. If information given in an application is found to be incorrect/false, at any stage, the Candidature is liable to be cancelled and any appointment made is also liable to be terminated.
15. Every application must be accompanied by a one-page write-up of the applicant's appreciation of the role and functions of the position of Registrar and how he/she can contribute to the Institute as well as why he/she considers oneself to be suited for the post.
16. Last date for submission of the application is **17 April 2020 at 1700 hrs.**

*Interested individuals are requested to go through the Institute portal [:https://iisc.ac.in/positions-open/](https://iisc.ac.in/positions-open/) fill-in application and upload the certificates to support their claim for educational qualifications, age, community, disability, experience. NOC and others if any **on or before 17 April 2020.***

**Link to apply online: <http://recruitment.iisc.ac.in/NonTeaching/>**

Bangalore  
13 March 2020

REGISTRAR