



ಮಾನವ ಸಂಪನ್ಮೂಲ ವಿಭಾಗ/ಮಾನವ ಸಂಪನ್ಮೂಲ ಅನುಭಾಗ/HUMAN RESOURCES SECTION
ಭಾರತೀಯ ವಿಜ್ಞಾನ ಸಂಸ್ಥೆ/ಭಾರತೀಯ ವಿಜ್ಞಾನ ಸಂಸ್ಥಾನ/INDIAN INSTITUTE OF SCIENCE
ಬೆಂಗಳೂರು/ಬೆಂಗಳೂರು/ BANGALORE – 560012
ದೂರವಾಣಿ/ದೂರವಾಣಿ/ TELEPHONE : 2293 2231 / 2232 / 2941
ಇ-ಮೇಲ್/E-mail/ईमेल : office.hr@iisc.ac.in

Advertisement No. R(HR)Temp/OoD/2021-14

ENGAGEMENT OF DATA OFFICER

The details for the position is as follows:

Sl. No.	Post	No. of vacancies	Qualification	Experience	Max. Age Limit	Monthly Remuneration
1.	Data Officer	01 (UR)	BE/BTech in CS/IT/EE/ECE/ME/ equivalent or MCA or M.Sc (CS)	Minimum 2+ years of hands-on experience in coding	30 years (Relaxation applicable as per GOI norms)	Rs. 50,000/- (consolidated)

A. Job Profile/Responsibilities:

1. Creating and maintaining websites using WordPress
2. Good knowledge of MS SQL or any other RDBMS along with writing SQL scripts
3. Knowledge of Python and Selenium will be an added advantage
4. Creating analytical reports using Power BI and integrating with websites will be a plus
5. Data collection as and when required
6. Good oral and written communication

B. Selection: The candidate's academic performance will be considered for shortlisting. Shortlisted candidates will be called for online/in-person interview.

How to Apply:

- a) Candidates who are desirous to be considered strictly on the aforesaid terms and conditions may email their detailed biodata including complete academic details to svenugopal@iisc.ac.in with Subject line **"Application for the Post of Data Officer"** on or before **06.01.2022**.
- b) No TA/DA shall be paid for attending the interview.
- c) The eligible candidates will be informed through e-mail about date & time of interview. Candidates are advised to provide correct information in their biodata.
- d) Candidates may please ensure that they are fulfilling all the requisite criteria prior to applying, failing which, their candidature is liable to be rejected/cancelled.

General Instructions

- a) Engagement is **purely temporary on contract basis for a period of one year** and renewable based on the requirement of the Institute. Contract tenure will commence from the date of joining.
- b) The Candidate must possess the essential prescribed qualifications on or before the last date of submitting application.
- c) **The candidate, if selected, must be willing to join immediately and no later than four weeks after the offer is made and will be required to be present in person in DIGITS, IISc.**
- d) Qualifications other than one prescribed in this advertisement will not be accepted.
- e) Engagement on contract would be subject to medical fitness.
- f) The contract can be terminated at any time by giving one month's notice, by either side.
- g) Candidature/contract of candidate(s) submitting false certificates or suppression/submission of incorrect information shall be liable for termination/disqualification/rejection at any stage.
- h) Prescribed educational qualifications and experience are the minimum eligibilities required and mere fact that a candidate possesses the same shall not entitle him/her for being called for an interview. The

Institute reserves the right to restrict the no. of candidates admitted for interview to a reasonable number, on the basis of qualifications and/or experience.

- i) All Candidates should obtain NOC from the present employer and attach the same. However, application without NOC shall also be considered, provided the candidate uploads a duly signed undertaking that the NOC will be submitted at the time of Interview.
- j) Applications should be sent well in advance, without waiting till the last date.
- k) Call letters to attend the interview will be sent only to the eligible candidates by mail. Candidates are required to check their registered e-mail ID frequently. No correspondence will be made with applicants who are not short-listed/not called for interview.
- l) The Institute reserves the right to reject any application without assigning any reason. The Institute also reserves the right to cancel the advertisement/ recruitment at any stage without assigning any reasons. No correspondence will be entertained in this regard.
- m) The Institute reserves the right to verify the antecedents or documents submitted by the candidate at any time during the service. In case it is found that the documents submitted by the candidate are not genuine, then his/her services shall be terminated, and disciplinary/criminal proceedings will be initiated.
- n) No accommodation will be provided on the Institute campus during the course of their stay.
- o) Only Indian nationals need apply.

Date: 16.12.2021

Registrar