

Divecha Centre for Climate Change, Indian Institute of Science, Bengaluru

Divecha Centre for Climate Change, Indian Institute of Science, Bengaluru invites applications for the following posts, purely on a contract basis. The appointment is initially for one year but extendable yearly upon satisfactory performance.

(1) **Consultant in Climate Change & Health:** Number of positions: 01 (One);
Emoluments: Rs. 60,000 + HRA (as applicable)

Essential Qualifications: (i) MBBS/BDS and (ii) Masters Degree in Public Health.

Age: Below 45 (Forty-five) years as of the last date for receipt of applications.

Job Description: The responsibilities of the selected candidates include (but are not limited to) preparing reports on climate change and health, policy briefs, organising conferences/seminars/workshops, other related works.

(2) **Administrative Executive:** Number of positions: 01 (One); Emoluments: Rs. 50,000 +
HRA (as applicable)

Essential Qualifications: MBA with at least 05 (five) years of experience preferably in managing coordinating offices/projects/programs, including liaison with different stakeholders/people.

Age: Below 45 (Forty-five) years as of the last date for receipt of applications.

Job Description: The responsibilities of the selected candidates include (but are not limited to) supervising administrative jobs for Divecha centre for Climate Change. They include organising conferences/seminars/workshops, processing bills, preparing purchase orders, accounting office assets and other administrative jobs.

These are contract positions and is subject to annual review and renewal. However, the engagement is terminable from either side without any reasons but with one month notice.

How to Apply: Candidates who wish to apply may submit the CV highlighting the qualifications and experience to **chair.dccc@iisc.ac.in** duly attaching copies of the required certificates in support of age, qualification, marks, and experience on or before 5.00 pm on 25 January 2023. The eligible applicants will be called for an interview. Please do not send any hard copy of your application. However, the candidates called for an interview should come along with all relevant documents. No TA/DA will be provided.

Last Date of submission of on-line application: 25 January 2023; 5 pm

Applications received after the deadline will not be considered for selection.