

**HOMI BHABHA CENTRE FOR SCIENCE EDUCATION**  
**ESTABLISHMENT**

# Walk-in-Interview

Ref: HBC/EST/PWA

January 09, 2019

**Notice No. 01/19**

Homi Bhabha Centre for Science Education (TIFR), Mumbai hereby invites applicants for Walk-in-Interview for one position of “**Project Work Assistant**” to work in HBCSE.

**PROJECT WORK ASSISTANT (PWA): 1 position (UR)**

**Nature of Job:**

**Accounts Section** :- Normal duties of Attendant, attending calls, knowledge of banking work, keeping of record, filing paper, movement of files from one section to another, photocopy and stationary related work. The candidate should have some experience as Attendant in a reputed organization.

Ability to read, write and understand English. Familiarity with use of personal computers and their applications is desirable.

**Minimum Qualification & Experience: S.S.C pass with one year experience in relevant field.**

The position is purely temporary, for one year in the first instance and extendable by one or two more years based on the performance of the candidate. A consolidated monthly honorarium of Rs. 21,500/- (inclusive of HRA Rs. 3,800/-) will be paid.

**Age: Below 28 years.**

**[Instructions for applicants: Please download ‘Application Form’ here. Bring ‘Application Form’ duly filled in all respect with enclosures at the time of interview.](#)**

**Applicants in Govt. / Semi-Government / Public Sector undertakings /Autonomous bodies must bring No Objection certificate from their Reporting Officer.**

Outstation candidates belonging to SC/ST are entitled for Ordinary/Mail/Express second class return railway fare by shortest route only on production of railway ticket. This concession is not applicable to those SC/ST candidates who are already in Central/State Govt. service.

**Date & Time of Interview: Thursday, January 24, 2019**

**Time: 9:00 a.m. to 10:30 a.m.**

**Venue: HOMI BHABHA CENTRE FOR SCIENCE EDUCATION, T.I.F.R.,** (Next to Anushaktinagar Bus Terminus), V. N. Purav Marg, Mankhurd, Mumbai 400 088. To reach the Centre you may come by train to Mankhurd (Harbour Line) or take BEST Bus routes, 21 Ltd. from Dadar (E), 92 Ltd. or 521 Ltd. from Dadar (W), 360 from Kurla or 352 from Sion.

**Sd/-**  
**(A.M. Abhyankar)**  
*Head, Administration*

**NOTICE BOARDS**

: HBCSE, Mankhurd  
: TIFR Main Campus  
: TIFR Centre, Bengaluru  
: NCBS, Bengaluru  
: NCRA, Pune  
: ICTS, Bengaluru

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: CRL, Ooty  
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