

Technology Information, Forecasting and Assessment Council (TIFAC)  
Department of Science and Technology  
Government of India

Ref. No. TF/02/025/2010-Estt.

Date : 06.09.2010

C I R C U L A R

Requirement for Project-Associates

TIFAC, an autonomous institution under the Department of Science & Technology, is undertaking a study on "*Manpower needs assessment for Science & Technology in India*". In order to carry out this study, TIFAC intends to hire the services of six Project Associates on contract basis (initially for a period of six months, which may get extended further depending upon the requirement) and accordingly invites applications from suitable candidates.

The candidates should be graduate in engineering/technology or post-graduate in science including Statistics/Maths/Operational Research and should be proficient in usage of computers. Experience in field survey, secondary sources data collection, collation and analysis (statistical analysis) is desirable. Selected candidates will be required to join at **short notice**.

The work requires extensive travel within Delhi and other cities/locations, to collect data from different organizations/agencies/institutes, etc. in addition to office desk work. The candidates should be willing to undertake travel, in addition to office desk work, to work beyond office hours, and on holidays as well, if required.

**Remuneration:** A consolidated monthly package of Rs.35,000/- per month (all inclusive) with no other perks/benefits.

**Age Limit:** Candidate shall be less than 30 years of age as on September 15, 2010.

**Other Terms :**

- Mere fulfilling the qualifications does not mean selection of candidates
- Services of selected candidates will be terminated after the contract/hired period is over (unless extended) and they shall have no legal right to claim regular appointment in TIFAC

**How to apply :** Applications can be sent either by Registered Post or Speed Post. Applications sent by courier or by hand will not be accepted. Completed applications, as per specified format (downloadable from [www.tifac.org.in](http://www.tifac.org.in)) may be sent within 15 days from the date of publication of this advertisement, to:

**The Registrar**

Technology Information, Forecasting & Assessment Council (TIFAC)  
A-Wing, Vishwakarma Bhawan, First Floor  
Shaheed Jeet Singh Marg  
New Delhi - 110016

**Application for Project Associate**

1. Name of the Candidate \_\_\_\_\_
2. Father's/Husbands' Name \_\_\_\_\_
3. Date of Birth \_\_\_\_\_
4. Permanent Address \_\_\_\_\_  
\_\_\_\_\_ Pin \_\_\_\_\_
5. Address for communication \_\_\_\_\_  
\_\_\_\_\_ Pin \_\_\_\_\_
6. E-mail, Phone, Mobile, Fax \_\_\_\_\_
7. Nationality \_\_\_\_\_
8. Educational Qualifications:

Degree/Course	Year of passing	Name of the University / Institute	Marks obtained	Details of Main Subjects

9. Details of Other Examinations Passed/Trainings undergone:

Name of Training undergone/ Examination passed	Name of the Institute	Duration	Remarks

10. Details of Experience in chronological order:

Name of organization	Position held, with date	Brief resume of duties	Specify relevant experience (usage of computers, field survey, data collection, collation, analysis, statistical analysis) etc.	Total emolument drawn etc.

11. References (Two references with their addresses and Phone Nos/ E- mail ID)

12. Please provide a statement in support of your suitability for Project Associate (Max. 150 words)

**Declaration:**

I do hereby declare that the information furnished above is true and complete to the best of my knowledge and belief.

Date:

Place:

Signature: