

INSTITUTE FOR SOCIAL AND ECONOMIC CHANGE
Nagarabhavi, Bengaluru – 560 072

CONTRACTUAL JOB OPPORTUNITY

Applications are invited for the one post of **Data Assistant** and one post of **Research Fellow-2** on contractual basis at Population Research Centre (PRC), ISEC

| | |
|---|--|
| Name of the Position / Designation | Data Assistant |
| No of Post | 01 (One) |
| Qualification | At least 2 nd Class Graduate degree with Statistics / Economics / Mathematics as per the Ministry Guidelines. |
| Experience | Data handling using latest statistical packages |
| Remuneration | Rs.19,352/-PM (Consolidated) |

| | |
|---|---|
| Name of the Position / Designation | Research Fellow-2 |
| No of Post | 01 (One) |
| Qualification | At least 2 nd Class Post Graduate degree in Demography/Population Studies/Statistics/ Economics/ Mathematics/ Sociology from a recognized Institution/University |
| Experience | One year of experience post qualification (i.e. after Post Graduation) relaxable in deserving cases |
| Remuneration | Rs.25,000/-PM (Consolidated) |

Tenure: 179 days from the date of joining and can be terminated in case found unsatisfactory with seven days notice.

(Contract may be extended/renewed every 179 days by PRCs based on the performance of employee under intimation to Ministry subject to total engagement not exceeding three years)

Interested persons may apply to the undersigned with detailed CV and all supporting documents in the prescribed format of application. Last date for receipt of the application: 16th August 2024 at 5.00 pm.

Important Note: Only shortlisted candidates would be contacted for a personal interview.

Date: 24 July 2024


Registrar
Institute for Social and Economic Change
Dr.V.K.R.V. Rao Road, Nagarabhavi
Bengaluru– 560 072

Website: www.isec.ac.in

Registrar
Institute for Social and Economic Change
Dr. V.K.R.V. Rao Road, Nagarabhavi Post,
Bengaluru-560 072
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Post Applied for the post of : 1. Data Assistant, On Contractual Basis

2. Research Fellow-2 on Contractual Basis

INSTITUTE FOR SOCIAL AND ECONOMIC CHANGE
Dr.V.K.R.V. Rao Road, Nagarbhavi P.O., Bengaluru - 560 072

APPLICATION FOR ADMINISTRATIVE POST (Contractual Position)

| | | | | | |
|---|-------------------|-------------------|----------------------------|-----------------------|-------------|
| 1. Name in full (CAPITAL LETTERS) | | | | | |
| 2. Address: | | | | | |
| Present (for communication) | | | | | |
| Permanent (Home Town) | | | | | |
| Contact Details | Phone/Mobile: | | | | |
| | E-mail: | | | | |
| 3. Date of Birth: | | Age: | Sex : | | |
| 4. Marital Status | Unmarried | Married | No. of Children: | | |
| 5. Category | | | | | |
| 6. Education: | | | | | |
| Examination | Degree in* | University | Class/ Division | % of Marks | Year |
| VIII Standard (applicable only to Messenger Post) | | | | | |
| Matriculation | | | | | |
| Pre-University | | | | | |
| Graduation | | | | | |
| Post-Graduation | | | | | |
| Diploma / Certificate in Technical Courses | | | | | |
| Others (specify) | | | | | |

*Specify the Degree (viz., B.Com/B.Sc./B.A./ M.Com/M.Sc./M.A. or any other)
Strike out whichever is not applicable.

7. Work Experience (begin with your last/present job):

| Designation/ Position | Employer | Period | | Duration | |
|---|----------|-------------|--------------|--------------|--------|
| | | From | To | Year | Months |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| 8. Knowledge of Languages | | Read | Write | Speak | |
| | | | | | |
| | | | | | |
| | | | | | |
| 9. If employment is offered, how soon can you join duty | | | | | |

10. Certify that the particulars given by me in this application are true. I enclose copies of the following:*

- a. Certificate in proof of the Date of Birth
- b. SSLC Certificate
- c. Graduation/Post-graduation Certificate
- e. SC/ST/BC/OBC Certificate
- d. Others

NOTE: All copies of testimonials including experience are to be enclosed.

PLACE:

DATE:

Signature of the Applicant

*Strike out whichever is not applicable.

INFORMATION SHEET

Name of the candidate:

Knowledge of computer softwares:

| Software | Name of the Software | | |
|---|------------------------|----|--------------------------|
| 1. MS Word 2. Excel 3. PowerPoint | | | |
| Experience of using the computer software's | | | |
| Software | Duration of Experience | | Nature of work/ job done |
| | From | To | |
| 1. MS Word | | | |
| 2. Excel | | | |
| 3. PowerPoint | | | |

Date:

Signature of the Applicant

Summary Bio- Data of the Candidate for the post of Data Assistant/ Research Fellow-2, on contractual basis
Total post- 1(One)

| Name & Address Mobile no & Email ID | DoB & Age, Gender | Computer Knowledge | Qualification (Detailed) | Experience | Language Known | | | Remarks |
|---|-------------------------------|-----------------------|--------------------------|------------|----------------|--|--|---------|
| Name: Present Address: Permanent Address: Phone: Email: | DOB AGE Gender: | | | | | | | |

Date:

Signature of the Candidate