

# INDIAN INSTITUTE OF TROPICAL METEOROLOGY

Dr. Homi Bhabha Road, Pashan, Pune - 411008

(An Autonomous Institute of Ministry of Earth Sciences, Government of India)

Advertisement No.PER/1/2020

## **WALK-IN INTERVIEW ON 05-02-2020 AT 09.00 AM**

The Indian Institute of Tropical Meteorology (IITM) is an autonomous research organization fully funded by Ministry of Earth Sciences, New Delhi. It is a premier Institute of national and international repute, devoted to research in various aspects of atmospheric sciences. The Institute has excellent infrastructural facilities such as high-performance computer, observational laboratories, modern library, workshop, etc. It has a strong link with various Universities and national and international organizations.

Institute is looking for bright and talented candidate for the post of Consultant purely on temporary basis as per the below mentioned details. The place of work will be IITM, Pune. Details are as follows:

### **Post-1: CONSULTANT**

Sl. No.	Name of the Post	No. of Post	Eligibility criteria & Experience	Age limit	Scope of Duties	Remuneration (Per month)
1.	Consultant	01	i. Should have retired from the level/ Grade not below the post carrying GP of Rs. 4600 in PB-2/ Level 7 or above on regular basis ii. Well-versed with the Purchase procedures desirably in procurement of scientific instruments.	Not more than 65 years as on the closing date of application	During the period of such engagement, the consultant would look after the work related to Purchase.	Rs. 35,000/-

### **General Terms & Conditions**

**1. Period of Engagement:**

The engagement shall be for a period of ONE YEAR and likely to be extendable based on the performance.

**2. Remuneration:**

Apart from consolidated remuneration, no prerequisites such as HRA, TA/DA, residential accommodation will be provided.

**3. Scope of Duties:**

During the period of such engagement, the Consultant would be required to perform any work as assigned to him by the Competent Authority of the Institute.

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**4. Leave:**

The Consultant would not be entitled to any kind of regular leave. However, they would be entitled to leave of 30 Days in a calendar year, to be calculated on pro-rata monthly basis which shall lapse at the end of the annual contract. In special circumstances, the consultant could be called for services on holidays or beyond normal working hours for which no extra remuneration will be paid. However, for attending office on Saturdays/Sundays/Other Gazetted holiday's they will not be given compensatory off or any monetary benefits.

**5. TA/DA:**

No TA/DA will be paid to the candidates if called for attending the interview or for joining the assignment or on its completion. Should they be required to travel outside Pune in connection with the work of the Institute during the period of his appointment he will be entitled to draw TA/DA as per normal rules as applicable to any serving officer of an equivalent rank in IITM.

**6. Office time and working hours:**

Working hours shall be from 9.30 AM to 6.00 PM during working days including half an hour lunch break in between. The Consultant will not be allowed to take any other assignment during the period of contractual engagement. The consultant may be called on Saturdays/Sundays/Other Gazetted holidays if required.

**7. Tax Deduction at Source:**

The Income Tax or any other tax liable to be deducted, as per the prevailing rules will be deducted at source before effecting the payment for which the office will issue TDS certificate.

**8. Confidentiality of data and documents:**

The Intellectual Property Rights (IPR) of the data collected as well as the deliverable produced for the office shall remain with this office. No one shall utilise or publish or disclose or part with, to a third party, any part of the data or statistics or proceedings or information collected for the purpose of this assignment or during the course of the assignment for the office, without the express written consent of the office. The consultant shall be bound to hand over the entire set of records of assignment to the office before the expiry of the contract, and before the final payment is released by the office.

**9. Conflict of Interest:**

The consultant appointed by this office, shall in no case represent or give opinion or advice to others in any matter which is adverse to the interest of this office. Consultant would not be permitted to take up any assignment during the period of consultancy.

**10. Termination of Services:**

The Competent Authority of this Institute reserves the rights to terminate the appointment of the Consultant by giving one month notice to the appointee without assigning any reason thereof.

**11.** The Competent Authority of this Institute reserves the right to cancel the recruitment process for the position mentioned above at any stage of the recruitment process. The decision of the Competent Authority of this Institute will be final and binding.

-Sd-

**Director**

Indian Institute of Tropical Meteorology  
Dr. Homi Bhabha Road, Pashan, Pune – 411008  
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URL: [www.tropmet.res.in](http://www.tropmet.res.in)

**INDIAN INSTITUTE OF TROPICAL METEOROLOGY, PUNE - 411008**  
**ADVT. NO. PER/1/2020**

Application for the post of \_\_\_\_\_

**PROFORMA**

<b>1</b>	<b>Surname</b>	<b>First Name</b>		<b>Father's Name</b>		
	<b>Gender:</b>		<b>Marital Status:</b>			
<b>2</b>	<b>Present Occupation</b>					
<b>3</b>	<b>Residential Address</b>					
<b>4</b>	<b>Telephone No.</b>		<b>5.</b>	<b>Mobile Number</b>		
<b>6</b>	<b>E-mail Address:</b>					
<b>7</b>	<b>Date of Birth</b>					
<b>8</b>	<b>Whether belongs to SC / ST / OBC / Physical Handicapped / Ex- Service man :</b>					
<b>9</b>	<b>Academic Record</b>					
<b>Sr. No.</b>	<b>Qualification</b>	<b>Year of Passing</b>	<b>Board / University</b>	<b>Subject</b>	<b>Percentage of Marks</b>	
<b>i</b>	S.S.C.					
<b>ii</b>	H.S.C.					
<b>iii</b>	GRADUATE					
<b>iv</b>	POST GRADUTE					
<b>v</b>	OTHERS					
<b>10</b>	<b>Computer Skills</b>					
<b>11</b>	<b>Name of Organization</b>	<b>From</b>	<b>To</b>	<b>Experience</b>	<b>Salary</b>	<b>Brief Nature of duties</b>

**Date:**    /    / 2020

**Place:**

**Signature of the Candidate**

**Note: - Bring original certificates and Mark sheets along with photocopy of each document.**