



भारतीय सांख्यिकीय संस्थान INDIAN STATISTICAL INSTITUTE

203, बी. टी. रोड, कोलकाता – 700 108 / 203, B. T. Road, Kolkata- 700 108
(An Autonomous Body funded by Ministry of Statistics and Program Implementation, GoI)
(सांख्यिकी और कार्यक्रम कार्यान्वयन मंत्रालय द्वारा वित्तपोषित एक स्वायत्त निकाय, भारत सरकार)



No.PU/507/ADV/ 159

23 May 2022

ADVERTISEMENT

A walk-in-interview will be conducted on **09 June 2022 at 10:00 a.m.** with maintaining all preventive measures to prevent the spread of COVID-19 Global Pandemic as directed by the Government of India at the Machine Intelligence Unit (MIU), 3rd Floor of the Platinum Jubilee Academic Building of the Indian Statistical Institute (ISI), Kolkata for the recruitment of **one (01) Project linked Junior System Administrator** purely on temporary basis in the Machine Intelligence Unit of the Institute, Kolkata.

- Qualifications** : **Essential:** B.E./ B.Tech./ M.Sc./ M.C.A. in Computer Engineering/ Computer Science/ Information Technology/ Electrical/ Electronics and Communication Engineering from a recognised university.
Desirable: (i) Knowledge about Windows/ Linux/ Ubuntu Operating Systems, Hardware maintenance, system installation & networking, website creation & maintenance. (ii) Minimum one year experience in System Support.
- Key responsibilities** :
• Support for Server, Desktops, Printers, Scanners and other peripherals.
• Management of System Data, allocation and support.
• Purchasing different laboratory equipment's through eProcurement for project purpose.
• Coordination with vendors for AMC management
• Handling eGovernance platform including GeM
• Drafting Software and Hardware specification, coordinating related Electrical, HVAC and Civil work.
• Maintenance of Backups
• Troubleshooting Network Related issues
• User level support
• Help desk management
- Pay** : Consolidated ₹25000/- (Rupees twenty five thousand only) to ₹30000/- (Rupees thirty thousand only) per month, depending on the qualification and experience.
- Tenure of Appointment** : The appointment will be till **31 March 2023** from the date of his/her joining the Institute which may be extended later/ terminated earlier, depending on availability of funds and performance of the candidates.
- Age** : Should not exceed 35 years as on 01 May 2022, with usual relaxation for SC/ST/OBC/Women and differently abled candidates. Age relaxation may be given to outstanding candidates or candidates with relevant experience.

Candidates appearing at the interview will be required to bring an Application addressed to the Professor-in-Charge, Computer and Communication Sciences Division of the Institute with their current resume (signed) in English, which must include (a) Name (In block letters), (b) Permanent/ Present Address, (c) E-mail Address, (d) Telephone/Mobile No., (e) Parent's/Spouse's Name, (f) Date of birth, (g) Academic Qualifications (with percentage of marks obtained in each examination starting from 10th class), (h) Experience and publications (if any), (i) Aadhar Card No., (j) SC/ST/OBC/Differently abled status along with original and self attested copies of all documents/testimonials. At the time of joining, selected candidate has to produce all relevant documents/testimonials in original for verification and a medical certificate of fitness from the Medical Officer of the Institute. Failing this, the institute will offer the position to the next candidate in the merit list prepared for this purpose. CVs with incomplete information or without supporting documents will be summarily rejected. The Institute reserves the right not to appoint any of the above. This advertisement is also available on the website www.isical.ac.in/jobs.

(Krishnendu Mukhopadhyaya)
Professor-in-Charge
Computer & Communication Sciences Division

- Copy to :
1. Head, Machine Intelligence Unit.
 2. Professor-in-Charge, Computer & Communication Sciences Division.
 3. Different Universities/Organisations.
 4. All Heads of Division/Departments/Sections/Units etc. for circulation amongst the workers and **NOTICE BOARD**.
 5. In-Charge, Despatch Section for arranging circulation accordingly.
 6. Director's Office (7) CE (A&F)'s Office
 8. No.PU/507/ADV/ (9) No.PU/509/PROJECT-ADV-SC/

Handwritten signature and date: 20/5/2022