



**INDIAN STATISTICAL INSTITUTE**  
**203 B.T. ROAD, KOLKATA – 700 108**  
**(An Autonomous Institute funded by MoSPI, Government of India)**

**Advertisement No. REC-8/2020-5, KOL**

**Date: 04.08.2020**

The Institute invites applications from the Indian nationals for the position of Multitasking Staff (Electrician), Multitasking Staff (Electrical Attendant) and Multitasking Staff [Operator-cum-Mechanic (Lift)] on purely temporary basis in its Headquarters, Kolkata initially for 6 (six) months duration which may be extended or terminated earlier depending on availability of funds, performance of the candidate and the requirement of the Institute.

Mode of selection	:	Interview through Electronic Video Conferencing facility and Skill Test
Last Date of receipt of applications	:	21.08.2020 (Friday Upto 17:00 Hrs) [Through e-mail only] - mtsemu@isical.ac.in
Date of Interview (through Electronic Video Conference)	:	08.09.2020 (Tuesday) at 11.00 am onwards

The details of posts are as appended below:

**A. Multitasking Staff (Electrician)**

Pay consolidated

: Rs. 20,000/- to Rs. 22,000/- per month

Age

: Below 35 years as on 1st August 2020

Job Requirement

: Attending all jobs on trade and executing them, checking, repairing and installation of electric lines and equipment, preparing estimates of different jobs, meter reading and billing, operation and routine maintenance of pumps (220/440v) and assisting Engineers/ Engineering Assistants (Electrical)/ Supervisor (Electrical)/ other superior Officers and to carry out any other related work that may be assigned to him from time to time. The candidate shall have to work on shift or/ and roster basis.

Qualifications

: School Final or equivalent and National Trade Certificate (NTC)/ (2 years ITI passed out) or equivalent in relevant trade from a Government recognised Institute and Electrical Wiremen's Permit Class i(b)

Desirable:

: At least two years' of relevant experience.

**B. Multitasking Staff (Electrical Attendant)**

Pay consolidated

: Rs.18,000/- to Rs. 20,000/- per month

Age

: Below 35 years as on 1st August 2020

Job requirement

: To provide help to the electricians/ Multi-tasking staff (Electrician) including carrying ladders, electrical equipment, implements, tools and other appliances etc. The candidate shall have to take meter readings of all consumer meters installed in the residences of the Institute campus. The candidate shall have to undertake execution of all jobs of

Qualifications : related operation and routine maintenance of pumps etc. which be assigned to him from time to time.  
: School Final or equivalent and National Trade Certificate (NTC)/ (2 years ITI passed out) or equivalent in relevant trade from a Government recognised Institute.

**C. Multitasking Staff [Operator-cum-Mechanic (Lift)]**

Pay consolidated : Rs.20,000/- to Rs. 22,000/- per month  
Age : Below 35 years as on 1st August 2020  
Job requirement : Operation and routine maintenance of lifts and any other work as may be assigned to him from time to time. The candidate shall have to work on shift or/ and roster basis.  
Qualifications: : School Final or equivalent and National Trade Certificate (NTC)/ (2 years ITI passed out), (Electrician or Wireman) or equivalent in relevant trade from a Government recognised Institute and Lift Operator's License.  
Desirable : At least one year relevant experience.

**GENERAL INFORMATION:**

- 1) The mode of interview will be through Electronic Video Conferencing facility.
- 2) SC/ST/OBC/PwD candidates are encouraged to apply.
- 3) Certificate/License/Diploma as referred to the above should have been awarded by a Government recognised Institute/Board.
- 4) If the number of applications received is large, the Institute reserves the right to conduct interview and skill test only for the shortlisted candidates.
- 5) The Selection committee reserves the right to relax the qualifications and/ or experience for exceptionally meritorious candidates.
- 6) The Institute may recruit trainees in all the above categories.
- 7) The Institute also reserves the right of rejecting any or all the applications without assigning any reasons thereof.
- 8) Candidate providing incorrect information will be discontinued from offer/ service at any point of time.
- 9) Incomplete applications or applications without self-attested copies of certificates/ testimonials or received after the last date are liable to be rejected.
- 10) Mere eligibility will not vest any right of any candidate for being invited for the selection. The decision of the Institute in all matters regarding recruitment to the posts will be final.
- 11) The institute reserves the right to restrict the number of candidates for interview/selection to a reasonable limit based on qualification, experience and a cut-off mark in the qualifying examination.

Interested candidates are requested to apply online with the filled in application form which is attached herewith, along with relevant self-attested documents **i.e. Age proof, Madhyamik certificate, ITI certificate, Work Experience certificate, License** etc. All the documents should be scanned, and converted to ONE PDF file and send it to the email id: [mtsemu@isical.ac.in](mailto:mtsemu@isical.ac.in) on or before 21.08.2020 (Friday).

**Chief Executive (A&F)**

# APPLICATION FORMAT

Photograph  
(affix here)

## APPLICATION FOR THE POST OF

\_\_\_\_\_

Name of the applicant (In block letters): \_\_\_\_\_

Date of Birth: \_\_\_\_ / \_\_\_\_ / \_\_\_\_\_ Sex: \_\_\_\_\_

Gen/SC/ST/OBC/PwD \_\_\_\_\_

Present Address: \_\_\_\_\_

\_\_\_\_\_

Permanent Address: \_\_\_\_\_

\_\_\_\_\_

Mobile No. \_\_\_\_\_ Email ID: \_\_\_\_\_

### Educational Qualification:

Sl. No.	Name of the Examination (Matriculation onwards)	% of marks	Year of passing

### Work Experience:

Sl. No.	Designation	Name of Organisation	From (Date)	To (Date)

Date:

Signature of the applicant

Enclosures:

NB: Additional sheets may be attached, if required.