

INSTITUTE FOR STEM CELL SCIENCE AND REGENERATIVE MEDICINE
(an Autonomous Institute of the Department of Biotechnology)
GKVK Campus, Bellary Road, Bangalore-560065

ADVERTISEMENT NO. inStem/09/2020

The Institute for Stem Cell Science and Regenerative Medicine (inStem, www.instem.res.in), an Autonomous Institute of the Department of Biotechnology, Government of India, invites online applications from eligible and interested candidates under Scientific Cadre for Fellow-E (Scientist-D) to work as Head of Facilities at Bangalore Life Science Cluster on Direct Recruitment failing which by Deputation/Absorption.

IMPORTANT NOTE: Only online applications will be accepted. Applications received through any other mode shall stand rejected automatically.

Sl. No.	Post Code	Name of the Post	Level in Pay Matrix (as per 7 th CPC)	Number of Posts & Reservation	
				Total	Unreserved (UR)
1	18/20	Fellow-E (Scientist-D)	Level-12	1	1

Note:

1) The Institute reserves the right to withdraw/cancel the advertisement at any stage of recruitment process and may keep any of the advertised vacancy unfilled. No correspondence will be entertained in this regard.

ABOUT THE POST:

The Bangalore Life Science Cluster (BLiSC) - inStem, C-CAMP and NCBS - is seeking for an experienced individual to join the campus as the Head of Facilities. The position is based at inStem, an autonomous institute of the Department of Biotechnology.

The Head of Facilities shall be responsible for managing administrative, strategic and day-to-day affairs of Core Technology Platform/ Research Facilities at BLiSC (<https://www.instem.res.in/facilities/research>). There are 16 facilities on campus that cater to the research needs of campus scientists and external clientele. S/he will be responsible for the operations and management of one facility *and* provide operational guidance to the various Facility In-charges, in order to ensure the coordinated functioning of all facilities on campus. S/he will work closely with the Facility In-charges with a focus on infrastructure needs and financial planning of each facility, with special focus on sustainability and resource and revenue generation. The Head of Facilities will take the lead in developing and innovating current and new facilities. The Head of Facilities is advised by the Facility Coordination Committee, which comprises investigators from the campus.

The applicant must possess significant experience in management of scientific research facility operations including training and management in a scientific facility and handling of capital budgets in an academic or industry setting.

The broad responsibilities of this position include -

- Overseeing the functioning, instrumentation and coordination of standard operating procedures. This position enables overall scientific management, but does not support research.
- Overseeing best practice procedures and methods. Should be proactive and foresee technological developments and facilitate their implementation.
- Developing a sustainability plan for campus facilities
- Operating a calendar of training and workshops
- Management of facility staff to operate and serve the campus and the broader national and global scientific community

- Maintaining facility finances, which includes basic accounting practices of calculating operating expenses, income, and user fees
- Working with the facility advisory committee to identify areas of development/ capability enhancement and potential sources of funding and revenue generation.
- Team management and serving as liaisons with external vendors.
- Liaising between different campus departments (such as finance, purchase, instrumentation, engineering & technical services, laboratory safety) for smooth operation of facilities.

COMPENSATION/ PAY DETAILS:

The post carries the pay level-12 (Starting Basic Pay Rs. 78,800/-) in the pay structure of 7th CPC Pay Matrix and other benefits which include Dearness Allowance, House Rent Allowance (in lieu of accommodation), Transport Allowance, Children Education Allowance, Leave Travel Concession, Medical Facilities as per Govt. of India Rules. The selected candidate will be covered under National Pension System (NPS).

ELIGIBILITY CRITERIA:

Essential Educational Qualifications and Experience required for the post are as under: -

POST CODE	POST NAME	EDUCATIONAL QUALIFICATION & EXPERIENCE REQUIREMENTS
18/20	Fellow-E/ Scientist-D (Pay Level-12)	<p>Essential Qualification & Experience Masters in Life Sciences/Medicine or equivalent, with 5 years' experience.</p> <p>Desirable: Ph.D in Life Sciences or other Allied Sciences. Should be an outstanding scientist with a strong and exceptional research record and intentions of collaborative/ thematic research. Should have a strong research record with promise to contribute to the focused research themes at the institute and/or carry out their own discovery driven research experience in the relevant field with ability to foster interactions among basic scientists and clinicians.</p> <p>Experience for Deputation: Scientists from Central/State Governments, Research Institutes Autonomous Bodies etc. (i) Holding analogous post on regular basis in parent Department or (ii) With 4 years' service in Level- 11 or equivalent in the parent cadre/ Department and possess the essential qualification & experience as mentioned above.</p>

Note:

- InStem is a premiere organization under the Department of Biotechnology, Government of India and its mandate is world class research. The institute is looking for Applicants with requisite capabilities, skills, qualifications, aptitude, merit and suitability to fulfil the institute's objectives. Merely meeting minimum eligibility criteria will not automatically entitle a candidate to be called for assessment. The prospective applicants should align with the requirements of a scientific and research institute and willing to work in a competitive environment with full enthusiasm and dedication.
- It may be noted that candidature will remain provisional till the veracity of the concerned documents are verified by the Appointing Authority.
- Qualification and experience in the relevant field alone will be considered

AGE LIMIT & RELAXATION

The age of the applicant should be as follows: -

Sl.	Age	Post code
1	Not exceeding 45 years for Direct Recruitment/Not exceeding 50 years for Deputation	18/20

NATIONALITY:

Candidate must be citizen of India/NRI/OCI/PIO.

PROCEDURE FOR APPLICATION FOR THOSE WHO ARE ALREADY IN GOVT. EMPLOYMENT/PSUs/AUTONOMOUS BODIES ETC:

Candidates employed in Government/ Public Sector Undertakings/ State Government/ Autonomous Organizations etc. and Departmental Candidates should produce No Objection Certificate (NOC) from the present employer at the time of Interview, failing which the candidate will not be allowed to appear in the Interview.

ELIGIBILITY CRITERIA

All eligibility conditions will be determined with reference to the crucial date of eligibility as mentioned in this advertisement i.e. 31st March 2021

APPLICATION FOR MORE THAN ONE POST

Candidates applying for more than one post should submit their application, complete in all respects, separately. Candidates who apply for more than one post should be aware that place for each interview may be different and may be on the same day/shift. If the interview is in two different shifts on the same day, it will be candidate's responsibility to be available as per schedule. If the interview for two posts applied by candidate is in the same shift, he/she will be able to appear in the interview of only one post as per his/her own choice. This applies to the Deputation and Direct Recruitment posts also.

APPLICATION FEE (Only Online):

Unreserved & OBC candidates	Rs 500/-
Unreserved & OBC candidates from abroad with OCI Status	USD \$ 30

EXEMPTION FROM PAYMENT OF APPLICATION FEE:

As per the prevailing guidelines of Government of India of (i) SC/ST community (ii) Women and PwD category of any community are exempted from Application Fees. Supporting certificates should be uploaded for SC/ST & PwD candidates.

PAYMENT OF APPLICATION FEE:

Fee for other than exempted categories application fee is to be paid online through Credit Card/Debit Card/Net Banking/UPI. Application Fee paid by the candidates who have not submitted their application or whose application is not shortlisted will not be refunded. All applicable service charges, bank charges etc. shall be borne by the applicants only. Without deposit of application fees, the application would not be processed. Kindly refer to the below link for the payment options.

After remitting the application fees to the bank account or through QR code/UPI ID using the information available in link given below, the payment reference number is to be mentioned in the online application form.

<https://www.instem.res.in/jobportal/payment-options>

SELECTION PROCESS -The selection will be through Personal/online Interview(s)

IMPORTANT DATES:

Employment News (E -Edition)	05 th March 2021
Last date for receipt of online application *	31 st March 2021

* For any change/extension of dates please refer to the Institute's website Link mentioned in "How to Apply" section

HOW TO APPLY:

Interested candidates may log into the link given in inStem website – Careers – Open position to apply for the position <https://www.instem.res.in/jobportal>

GENERAL CONDITIONS:

1. Candidates must ensure that he/she fulfils the eligibility criteria as stipulated in the advertisement.
2. Incomplete applications shall be summarily rejected and no correspondence in this regard shall be entertained.

CONTACT US:

Institute for Stem Cell Science and Regenerative Medicine
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WOMEN CANDIDATES FULFILLING THE ELIGIBILITY CONDITIONS ARE ENCOURAGED TO APPLY