

**Applications invited for the post of**  
**Computer Laboratory Technician (Contractual)**

**1. General Information:**

The Tata Institute of Social Sciences (TISS) which was established in 1936 is a Deemed University fully funded by the University Grant Commission (UGC), Government of India. TISS offers Master Degree Programmes, M. Phil. And Ph.D. Programmes in the field of Disaster Management, Social Work, Social Sciences, Health, Management, Labour Studies, Habitat Studies, and Rural Development from its Mumbai, Tuljapur, Guwahati, and Hyderabad Campuses.

The Jamsetji Tata School of Disaster Studies (JTSDS), TISS, Mumbai Campus of the institute is currently looking for bright candidates to work with the Centre for Geo Informatics and thereby provide technical assistance in the Geospatial Observations and Analytics Laboratory (G.O.A.L).

Applications are invited for the post of a **Computer Laboratory Technician** at Geospatial Observations and Analytics Laboratory to be filled ***on a contract basis for a period of one year*** which may be extended based on the performance of the candidate.

**2. Essential Qualification:**

- Polytechnic Diploma (3 Years) in Computer/Electronics/IT Engineering  
or
- ITI in Computer Hardware and Networking with minimum one year of experience  
or
- HSC (12<sup>th</sup>) with MS-CIT with minimum one year of experience

**3. Salary:** Rs. 20,000 per month (consolidated pay)

**4. Desirable Competencies:**

- Troubleshooting of computer hardware and networking
- Installation of OS (Windows, Linux) and hardware (I/O) peripherals
- Management of IT Inventory

- Exposure to remote desktop management and database management tools
- Web-hosting and Server Maintenance

**5. Nature of the Job:**

Installation, troubleshooting, management, updates, and upgrades of routine O/S and laboratory software, hardware, and networks. Maintaining the laboratory inventory and other relevant tasks allotted by the supervisor.

**6. Other Conditions:**

a) Since applications received will be short listed, merely possessing the prescribed qualifications and the requisite experience would not entitle a person to be called for interview.

b) No TA/DA is payable for appearing for the interview, if the interviews are held at the Institute's premises.

c) In case of any inadvertent error in the advertisement and in the process of recruitment, which may be detected at any stage, even after issue of appointment order, the Institute reserves the right to modify/withdraw/cancel any communication made to the candidate(s).

**7. How to Apply:**

Please email with the subject as the position applied for and attach a copy of your Resume along with certificate copies in PDF format to [cgi.itsds@gmail.com](mailto:cgi.itsds@gmail.com) and [chair-gi.itsds@tiss.edu](mailto:chair-gi.itsds@tiss.edu). The last date for applying is 22<sup>nd</sup> August, 2022. For any queries, please write to [chair-gi.itsds@tiss.edu](mailto:chair-gi.itsds@tiss.edu).

Note: The selected candidate is expected to join within one week of the selection.