

No.: IISER-K/ Admn./ NT-Proj. Mode/2025/120

Date: 05/06/2025

NOTIFICATION

Sub: - Tentative schedule of Interview/Interaction w.r.t. selection of Officer-on-Special Duty (Administration), Guest House Assistant Manager and Legal Officer and at IISER Kolkata on Contract (co-terminus basis) under project mode

Reference to Advt. No.: IISER-K/ Admn./ NT-Proj. Mode/2025/07 Date: 13.03.2025 and Advt. No.: IISER-K/ Admn./ NT-Proj. Mode/2025/09 Date: 23/03/2025, following is the tentative schedule of interviews w.r.t. selection of the positions mentioned below.

CONTRACTUAL POSITIONS (CO-TERMINUS BASIS) UNDER PROJECT MODE			
Positions	Date of Document verification and Interview/Interaction	Reporting Time	Interview Time
Officer-on-Special Duty (Administration)	11-06-2025 (Wednesday)	10:00 am	11:00 am
Guest House Assistant Manager		11:00 am	12:00 noon
Legal Officer		12:00 pm	2:30 pm
Venue:	Indian Institute of Science Education and Research Kolkata, C. V. Raman Academic-cum-Administrative Complex, Mohanpur-741246, Dist-Nadia, West Bengal		

Important Note:

1. Interview call letters will be sent to the provisionally shortlisted candidates on the email addresses provided in their applications.
2. Candidates are requested to report with original documents for verification of documents as per the schedule with a set of self-attested copy of your supporting documents as per the advertised qualifications and experiences, failing which candidates will not be allowed to appear for interview.
3. No TA shall be provided for this purpose.

Please visit Institute's website recruitment page regularly for latest updates about this recruitment.

Sd/-
Nodal Officer, Recruitment
IISER Kolkata

Copy to:

1. Office of the Director
2. Principal Technical Officer (Grade II) – for uploading on the website
3. Deputy Registrar, F&A
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Note: For any assistance or clarifications please contact jobs@iiserkol.ac.in and for any updates please visit the Institute website i.e. www.iiserkol.ac.in