

WALK-IN INTERVIEW
INTERNSHIP ON PROJECT MODE

From 2nd November 2026 to 31st January 2027

The Indian Institute of Science Education and Research Kolkata, established in 2006 by the Ministry of Education, Department of Higher Education, Government of India, is committed to promoting quality education and research in basic sciences. The Institute invites eligible and motivated candidates to appear for a walk-in interview for **Internship on Project Mode**, as per the details given below.

1. Number of Positions: 03 (Three).

2. Maximum Age Limit: 30 years as on the date of the interview.

3. Essential Educational Qualifications: Graduate in any discipline.

4. Desirable Experience:

- Proficiency in MS Office applications, particularly MS Word, MS Excel and MS PowerPoint.
- Good command of English, both written and spoken.
- Experience in data management, database preparation, digitisation of records and related computer-based activities.

Candidates must bring original certificates/documents in support of their educational qualifications and relevant work experience for verification.

5. Job Profile: The selected candidates shall be required to undertake IT/data-entry-related activities, preparation and maintenance of databases, digitisation of official records, data management and other related assignments as may be entrusted to them by the Institute from time to time.

6. Monthly Remuneration: ₹20,000/- (Rupees Twenty Thousand only) per month, on a consolidated basis.

7. Tenure and Nature of Engagement: The engagement shall be purely temporary and contractual for a period from **2nd November 2026 to 31st January 2027**. The internship shall not confer any right to claim regular appointment, absorption or regularisation of service in the Institute, nor shall the engaged candidates be entitled to any service benefits or compensation beyond the terms of the engagement.

8. Verification of Character and Antecedents: Verification of the character and antecedents of the selected candidate may be undertaken on the basis of the undertaking furnished by the candidate at the time of engagement or at any time during the contractual period. If any document submitted by the candidate is found to be false or forged, or if any material information has been concealed, or any adverse antecedent is established, the engagement shall be liable to be terminated immediately without prior notice.

9. Date, Time and Venue of Walk-in Interview:

Date: 27 October 2026 (Tuesday)

Reporting Time: 10:00 AM

Interview Time: 11:00 AM onwards

Venue: Room No. 109, C. V. Raman Academic-cum-Administrative Complex,
IISER Kolkata, Mohanpur, Nadia – 741246, West Bengal.

10. Documents to be Brought:

Candidates appearing for the walk-in interview must bring the following documents:

1. One hard copy of an updated Curriculum Vitae (CV) containing contact details.
2. Original and self-attested copies of educational qualification certificates and mark sheets.
3. Original and self-attested copies of experience certificates.
4. A valid photo identity proof.
5. Any other relevant documents in support of the candidature.

Candidates are advised to report at the venue within the prescribed reporting time. No candidate shall be entitled to any TA/DA for attending the interview.

For directions to reach IISER Kolkata, please visit:

<http://www.iiserkol.ac.in/contactus/how-to-reach>

11. General Instructions:

1. The engagement is purely temporary and contractual and shall not confer any claim to regular employment in the Institute.
2. Candidates must ensure that they fulfil the prescribed eligibility criteria before appearing for the interview.
3. The Institute reserves the right to modify, cancel or postpone this process, or not to fill any or all of the positions for internship, without assigning any reason.
4. The decision of the Institute regarding eligibility, selection and all other matters relating to the engagement shall be final and binding.
5. No accommodation will be provided during the period of internship.

sd/-

Dean (Administration)
IISER Kolkata