



TATA INSTITUTE OF SOCIAL SCIENCES
(Govt. of India funded Multi-Campus Deemed University
under Section 3 of the UGC Act, 1956)
Hyderabad Off-Campus
K.B. Campus, Turkayamjal, Nagarjuna Sagar Road, Hyderabad
501510

**Applications invited for Project Position at the PMU OSC, WD&CWD -
under TISS Hyderabad off-Campus TISS HYD/PROJECT-OSC/ April / 2022-
Corrigendum -dated 28th April 2022**

Due date 15th May 2022

TISS is a centrally funded public university which operates from four campuses located in Mumbai and Tuljapur in Maharashtra, Guwahati and Hyderabad; and has expanded its education, training, research and outreach activities in several other states as well.

TISS's off-campus at Hyderabad is the knowledge partner of the Sakhi One Stop Centres (OSC) Project with the Department of Women and Child Development, Government of Telangana to provide integrated support and assistance to women and children affected by gender-based violence, both in private and public spaces. A Project Management Unit was set up in 2017 for implementation of the Sakhi OSCs in all the districts of Telangana and is located in the Directorate, Women Development and Child Welfare, Government of Telangana, Hyderabad.

Applications are invited from highly committed and motivated individual with experience of working on women's issues and on gender-based violence (GBV) to manage the Project Management Unit (PMU) for the implementation of **One Stop Centers (OSCs)**. This position is to be filled initially up to September 2022 and may be extended further based on the performance of the candidates and continued relevance of the position to the project.

The details of the positions, qualifications required and the job responsibilities are given below:

Criteria for selection of the following contractual post:

1. Data Analyst: One position to be placed at PMU

Remuneration: Contractual payment of Rs. 35,000/- p.m.

Essential Qualifications: A Bachelor's Degree in BE/B. Tech/Statistics or Post Graduate Diploma in Computer Applications/Demography with strong data collection, collation, analysis and interpretation, and report writing skills are required. Should have the ability for database creation using EXCEL and transformation using SPSS / Strata / SAS /Power BI/etc.

Minimum experience of 1 years

Age limit 25 - 35 years

Job Responsibility includes:

- Database creation, collation, management and analysis on the functioning of OSCs based at the state-level Project Management Unit.
- Create, maintain and streamline data management systems and online MIS at the State-level PMU.

Application: Interested candidates are requested to send the followings

1. Please share your details in the enclosed Application Proforma.
2. Original certificates for verification at the time of Interview and all the photocopies to be submitted along with the application.
3. You are requested to send the application by email or speed post to the following address so as to reach on or before **15th May 2022**.
4. Candidates are encouraged to email an application on the following mail ID: Chair-sgs.hyderabad@tiss.edu
5. The applications without submitting in proforma, not fulfilling the essential qualifications and experience, will not be considered for shortlisting/ interview. Experience certificates and educational certificates to be enclosed along with the application.

Address: Prof. Gyanmudra

Project Leader & Chairperson, School of Gender Studies
Tata Institute of Social Sciences, Hyderabad off-campus
K.B. Campus, Turkayamjal, Nagarjuna Sagar Road, Hyderabad 501510,
Tel. 7995007701/7995007702.

Other Conditions:

- The Institute reserves the right to relax qualification of the candidate based on the work experience and to relax age in the case of persons already holding comparable positions in a university /research institution of repute,
- The institute reserves the right to invite persons for interview who may not have applied for as per the above procedure and not fill up the vacancy advertised.
- Since applications received may be short listed, merely possessing the prescribed qualifications and the requisite experience would not entitle a person to be called for interview.
- The post is unreserved, but candidates belonging to SC/ST/OBC/NT/DNT categories are encouraged to apply. The reservations, relaxations and concessions for SC/ST/OBC (NC)/PWD candidates shall be applicable as per Government of India rules.
- No queries or correspondence regarding issue of call letter for interview / selection of candidates for the post will be entertained at any stage and canvassing in any form is strictly prohibited and will lead to the candidate being debarred from consideration for the post.
- The SC/ST/OBC (NC)/PWD candidates called for interview must necessarily submit the certificate in the format prescribed by the Government of India. OBC candidates are required to submit a certificate regarding his/her 'OBC status and non-creamy layer status' in the prescribed GoI format duly issued

- on or after 01/01/2016 by the competent authority.
- The candidate under employment must bring 'No Objection Certificate' from their employer to appear for presentation/ interview.
- No TA / DA is payable for appearing for the interview.
- During Interview candidates have to follow the norms of Pandemics.

The selected candidates are expected to join within 15 days from the date of receiving the appointment letter.

28 April 2022
Project Leader