



TATA INSTITUTE OF SOCIAL SCIENCES

V.N. Purav Marg, Deonar, Mumbai - 400 088

(Declared as a Deemed to be University under Section 3 of the UGC Act 1956,
a grant-in-aid Institute under Ministry of Education, Government of India)

Advt./TISS/ITINE/ITSMC/2025

21st May, 2025

Required 'IT Infrastructure Network Engineer' (One Post) on Contract Basis at TISS, Mumbai Campus.

The Tata Institute of Social Sciences (www.tiss.ac.in), established in the year 1936 is a Deemed to be University, under Section 3 of the UGC Act 1956, a grant-in-aid Institute under Ministry of Education, Government of India. TISS is a Grade I University as per NAAC assessment 2024.

With four campuses at Mumbai (main campus), Hyderabad, Guwahati and Tuljapur (rural campus), TISS currently offers 05 Undergraduate programmes, 47 Masters' Degree programmes and 20 Ph.D. programmes in a range of socially relevant inter-disciplinary areas of applied Social Sciences including 32 Bachelor of Vocational degree programmes.

Freedom and autonomy shape the positive work ethos and culture of the Institute and facilitate strong linkages between teaching, research, field action and policy engagement. The Institute encourages and supports researchers to engage in foundational, applied, field and action-oriented research, and it also nurtures research collaborations nationally and internationally, with a commitment to creating a just society through education, generation of knowledge and field action initiatives.

Tata Institute of Social Sciences (TISS), Mumbai Campus invites applications for One post of IT Infrastructure Network Engineer to be filled on contract basis for 3 Years and extendable based on performance of candidate and requirement by the Institute.

TISS is looking for bright candidates to work with the IT Service Management Centre for developing and managing applications.

Location:- Mumbai

Remuneration:- Rs. 50,000/- p.m. (Consolidated pay). The salary shall commensurate with Experience and Knowledge.

Minimum Qualification:- Bachelor's or Master degree in any discipline with minimum of 55% of aggregate marks and certification in System Engineering/Networking like MCSE/CCNA/CCNP. Experiences of five years and more in managing Data Centre Infrastructure and Networking.

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•Job Responsibilities:-

- To manage, handle and support the client's Corporate Network, Security and Data Traffic.
- Manage the Data centres and follow the process to execute in an Enterprise standard.
- LAN/WAN implementations from early planning, installing, through to commissioning, and continuously monitors and enhances the performance of these networks from remotely.
- Firewall, Monitoring tools, and user traffic visibility tools should be handled.

P.T.O.

- Wireless, Network Access Control should handle.
- Servers, Hypervisor, Data management, Backup management should be handled and report based on the client requirement.
- Working through strict client's deadlines to improve client's network efficiencies. Providing quality solutions cross functionally within a corporate focused, multi-site environment.
- Maximizing client's network performance by monitoring performance, troubleshooting network problems and outages, scheduling upgrades, and collaborating with network architects on network optimization.
- Undertaking data network fault investigations in local and wide area environments, using information from multiple sources. Upgrading data network equipment to the latest stable firmware releases. Configuration of hosted IP services.
- Ensuring the security of network systems by establishing and enforcing policies and defining and monitoring access. Support and administration of client's firewall environments in line with client's IT policies.
- Remote support of client's on-site engineers and client's end users/customers during installation. Remote troubleshooting and fault finding if issues occur upon initial installation. Liaising with the client's project management teams, third-line engineers and service desk engineers on a regular basis.
- Any other ad-hoc administrative duty as requested by the client's line manager or management staff.
- Oversee and execute small to medium projects as requested.
- Ensuring effective QA testing on patches and enhancements before they are released to LIVE environment.
- Supporting the Client's end users during POC (Proof of Concept) and UAT (User Acceptance Testing) project phases.
- Providing support during customer's Cutover and Go-Live project phases.
- Developing documentations and user guides as and when required by client.
- Provide accurate estimating for various support/project tasks, ensuring that project/support deliverables are completed on time and anticipate issues or conditions that may impact the original estimate given to users.
- Support must be always available online on, any communication method as directed by Client, during the consulting hours as advised by user.
- Job role- Support for second Level and third level of Datacentres, User infrastructure, Policy, process, procedures, Documentation, Monitoring Etc.

Core Competencies:-

- CCNA/CCNP/MCSE or any related certificate.
- Ubuntu, Linux, Red Hat, and open-source OS.
- Layer 2 and Layer 3 Network knowledge.
- Firewall, security, packet flow monitoring tools.

Note:-

- No work from home option will be provided to this position.
- All staff are required to work from TISS, Sion Trombay Road, Deonar, Mumbai Office.

Application Fee:

The application fee of Rs. 500/- be paid online. The application fee for SC/ST/PWD candidates will be Rs. 125/- if they attach the required certificate to the online application form. The women applicants are waived from payment of application fees. The application will be valid only on receipt of the application fee, if applicable. Fees once paid, shall not be refunded under any circumstances.

P.T.O.

Other Conditions:

- The post is unreserved, but candidates belonging to the reserved category can apply.
- 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 the Interview.
- No queries or correspondence regarding the 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 candidate under employment must produce a 'No Objection Certificate' from their employer to appear for an interview.
- No TA/DA is payable for appearing for the interview.
- In case of any inadvertent error in the advertisement and in the process of recruitment, which may be detected at any stage, even after issuing the appointment order, the Institute reserves the right to modify/withdraw/cancel any communication made to the candidate(s).

Application Process:

1. Candidates are requested to apply online through the link **(Apply Now)** provided along with this advertisement on the Institute's website at www.tiss.edu.

2. Candidate must provide their Gmail ID in Online Application Form.

3. Candidates are requested to take a print of the acknowledgment of the online application and keep it for future reference.

4. Candidates will be informed over e-mail to appear for the Personal Interaction to be conducted at TISS, Mumbai. Request for ONLINE Personal Interaction will not be entertained.

Last date of receipt of online application: 12th June, 2025.

Verification of documents: The shortlisted candidates are requested to bring XEROX copies of the relevant Certificates of Educational Qualifications, Work Experience & ID Proof (Self attested) along with Original documents for Verification at the time of Personal Interview

Note: The selected candidate would be required to join within 15 days of selection.

**Sd/-
Officiating Registrar**
