

**Society for Applied Microwave Electronics Engineering & Research (SAMEER)
CIT Campus, 2nd cross Road, Taramani, Chennai-600 113.**

Advertisement No. S-CEM/ESTT/PMA-01/2020 Dated: 11.09.2020

WALK-IN-INTERVIEW FOR CONTRACT POSITION

Society for Applied Microwave Electronics Engineering & Research (SAMEER), Chennai, An Autonomous Scientific Institute of the Ministry of Electronics & Information Technology, is a premier Research & Development Institution of the Government of India. Its main objective is to promote the Growth of Science and Technology in the areas of RF/Microwave Electronics, Electromagnetics and its allied areas. SAMEER has its headquarters at Mumbai and centers at Chennai, Kolkata, Vishakhapatnam and Guwahati.

SAMEER, Chennai is looking for young and dynamic professionals for managing sponsored projects related accounts and other secretarial work on consolidated salary. The tenure will be two years.

Post: Project Management Assistant - B	
Essential Qualification	Graduate in B.A , B.Com., B.B.A and B.Sc., with three years relevant experience or fresh M.B.A.
Desirable areas of experience	Project Management, Knowledge in Tally Software, TDS, GST and having good communication skills.
Duration	Two years (purely temporary)
Selection Procedure	By Written test/Interview
Remuneration	Rs. 20000/- (consolidated salary). No other allowances.
Age limit	35 years
Approximate vacancies	04

General Instructions to Candidates

Walk-in Interview Date	28.09.2020 (Monday)
Reporting Time	Between 9 AM and 11 AM
Interview venue	SAMEER-Centre for Electromagnetics, CIT Campus, 2 nd cross Road, Taramani, Chennai-600 113.
Landmark	SAMEER is located near Government Central Polytechnic (CPT) college and CPT cricket ground within C.I.T. Campus.
How to reach?	[1] The SAMEER-CEM campus is approximately 1.5 kms away from Adyar Canal Corner/ Madhya Kailash Temple/ CLRI/Regional Labour Institute Bus Stop and located on the Central Polytechnic Campus. [2] The SAMEER-CEM campus can be reached by the following Bus Route Nos. (i) 5 / 5C / M5C / from Parrys / Central Railway Station (Get down at Madhya Kailash Bus Stop/VHS). (ii) 5T from Vadapalani / T.Nagar Bus Terminus / Saidapet (Get down at Madhya Kailash Bus Stop) (iii) 23C from Egmore Railway Station (upto Adyar Madhya Kailash Temple / Canal Bus Stop) (iv) M70/M70T/70K from Koyembedu Bus Terminus to Thiruvanmiyur (Get down at Madhya Kailash Bus Stop.

	<p>By Train [3] MRTSTrain Route: Get down at Indira Nagar MRTS Station in the Chennai Beach – Velachery Route. [4] SAMEER location map link - https://goo.gl/maps/rxuH8</p>
Documents Required at the time of Interview	<p>(1) Duly Filled application form (Available on the SAMEER-CEM website) the application form should not be sent by post. (2) 10th / 12th Standard Mark List (3) Graduate Degree certificate & Consolidated Mark Sheet (4) MBA Degree Certificate& consolidated Mark sheet (5) Birth Date Proof (6) Passport Size Photograph</p> <p>Note: Candidates should bring self-attested one set of photocopies of all documents for submission with application along with originals for verification.</p>

GENERAL CONDITIONS

- (1) The above posts carry consolidated pay and appointment will be purely on contract basis.
- (2) The contract appointment shall not confer any right for regularization / absorption or continuation of service in SAMEER.
- (3) The persons selected for contract appointment will not have any claim or right for his / her continuity in service or automatic extension of the term of contract.
- (4) **No TA / DA will be paid** to candidates for appearing for the written test / interview. Candidates should make their own arrangements for their travel and stay at Chennai
- (5) Canvassing in any form and / or bringing in any influence will be treated as disqualification for the post.
- (6) Number of posts may vary depending on the requirements of SAMEER.
- (7) Experience will not be counted for the candidates without experience certificate from their employers(s).
- (8) No interim queries will be entertained.
- (9) **COVID-19 precautionary measures, wearing of mask and maintaining social distance at the time of writing exam and during interview shall strictly followed. Without wearing mask, candidates will not be allowed inside the campus.**