भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान तिरुपति

INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH TIRUPATI

(**An Autonomous Institute of National Importance under the Ministry of Education, Govt. of India)**

Srinivasapuram – Jangalapalli Village, Panguru (G.P), Yerpedu Mandal, Tirupati Dist., Andhra Pradesh - 517619

ADVT. NO.: 59/2026
(Apply on or before 17:00 Hrs on November 24, 2026)

The Indian Institute of Science Education and Research, Tirupati, is a premier Autonomous Institution of National Importance established by the Ministry of Education, Government of India, for promotion of high-quality science education and research in the country.

The Institute invites applications from Indian nationals possessing an excellent academic record and relevant work experience for the following positions purely on **contract basis**:

1	Name of the post	**Security Officer**
2	Number of posts	**01**
3	Fixed Monthly Remuneration	INR 56,640/-
4	Essential Qualification & Experience	Bachelor's Degree with a minimum of 55 % marks or its equivalent from a recognized University or Institute in any discipline and an Ex-serviceman JCO (or) equivalent rank in other para-military forces with a minimum of 05years experience (OR) Officers of the Police Departments of the Central / State / UT Governments with a minimum of 05 years of experience as Deputy Superintendent of Police /Assistant Commissioner of Police.
5	Desirable Educational Qualifications and Experience	Experience in managing the activities of the Security wing, handling electronic security and surveillance systems, conversant with security rules and liaison with Local Government for law & order related procedures, experience in firefighting techniques etc.
6	Job requirements	• Good verbal & Written communication skills with knowledge of computers and modern firefighting and security monitoring systems, and any other as per the Institute's requirements. • Candidates with Proficiency in the local language would be preferable. • Candidates must have experience in direct action, enquiry, crowd control, Police Station Protocols and familiarization with

		documentation procedures during VIP/VVIP visits, mobile patrol and relevant. • Ensure safe/secure campus and surrounding areas. • Plan, develop and manage appropriate security policy, standards, guidelines and procedures to ensure foolproof maintenance of security. • Reporting of daily activities and irregularities, such as equipment or property damage, theft, presence of unauthorized persons, or unusual occurrences. • Liaison with Government Officials and external agencies. • Ensure smooth functioning of Institute Events conducted by students as well as VIP Movements. • Implementation of Identity Passes/Gate Passes/ to allow only authorized man/material in the institute during events and VIP movements. • Installation and Supervision of Fire Fighting Equipment and procedures, along with training to staff. • Overall supervision of the Institute transportation requirements. • Liaison with the local police on behalf of IISER Tirupati as and when required. • Helping foreign nationals with FRRO Registration. • To handle the security personnel of the Institute, supervise their work and submit a monthly report to the Competent Authority. • Any other duty as may be assigned by the higher authority from time to time.
7	Age	Below 50 years (Age relaxation as admissible to Ex-Servicemen applicants shall be considered as per the Government of India norms)
8	Tenure	For an initial period of one year, renewal shall be subject to satisfactory performance.

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How to Apply:-

1. Candidates are required to submit the application online only in the link: https://iisertirupatint.samarth.edu.in

2. List of shortlisted candidates for the further selection process will be notified through the IISER Tirupati website only.

3. Recent passport size photographs and photocopies of relevant certificates and other testimonials in support of age, qualification, experience etc. will be collected at an appropriate stage as desired by the Institute.

4. The applicant will be responsible for the authenticity of information / documents and photographs submitted. It is the responsibility of the candidate to assess his / her own eligibility to the post(s) for which he/she is appearing in accordance with this advertisement. If it is detected at any time in future, during the process of selection or even after the appointment that the candidate was not eligible as per the prescribed eligibility criteria in this advertisement, which could not be detected at the time of selection for whatsoever reason, his/her candidature/appointment shall be liable to be cancelled/terminated immediately.

GENERAL INFORMATION / DETAILS ABOUT THE POST

1. Appointment is purely temporary and contractual and can be terminated at any time without any notice or compensation.

2. The appointed person shall have no claim of appointment / absorption in IISER Tirupati.

3. The qualification prescribed should have been obtained from recognized Universities / Institutions.

4. Candidates should fully satisfy themselves before applying that they possess the qualification and experience etc. as laid down in this advertisement.

5. The prescribed Essential Qualifications / Experience indicated are the bare minimum, and mere possession of the same will not entitle the candidates to be called for the interview/selection process. Where the number of applications received in response to an advertisement is large, it may not be convenient or possible to call all the candidates. The Institute may restrict the number of candidates to be called for the written exam / skill test/interview to a reasonable limit, on the basis of qualifications and experience higher than that of the minimum prescribed in the advertisement. The candidates should, therefore, furnish full details of qualifications and experience possessed in the relevant fields, over and above the minimum prescribed. Documentary evidence will be verified during the selection process.

6. No TA / DA will be admissible for appearing for the selection process.

7. Number of posts indicated may increase or decrease as per the Institute requirement.

8. The Institute reserves the right to not to fill the post advertised and rejecting any or all of the applications without assigning any reason thereof.

9. Age should not exceed the limit as on the closing date for receipt of application.

10. IISER Tirupati strives to have a workforce which reflects gender balance and women candidates are encouraged to apply.

11. Applications from candidates working in Government Departments, Public Sector Undertakings and Government Funded Research Agencies must be sent through the proper channel and with a clear certificate that the applicant (if selected) will be relieved within one month of receipt of the appointment order, along with a Vigilance Clearance Certificate. However, an online application may be submitted before the last date as an advance copy. Candidates who have not applied through proper channel, they must mandatorily submit NoC at the time of appearing for Written Examination/Interview, failing which the candidate will not be allowed for Written Examination/Interview.

12. A duly constituted Screening Committee will adopt screening criteria for short-listing the candidates. In case of a large number of candidates, the Institute, at its discretion, may restrict the number of Candidates to a reasonable limit by any or more of the following methods as decided by a duly constituted Screening Committee:
    on the basis of either qualifications or experience higher than the minimum prescribed in the advertisement; or
    on the basis of experience in the relevant field; or
    by counting experience before or after the acquisition of essential qualifications.

    The candidate should therefore mention in the application all the qualifications and experiences in the relevant area over and above the minimum prescribed qualification, supported with documents. It is the responsibility of the candidate to check his eligibility before applying.

13. Age, Qualifications and Experience will be reckoned as on the last date of receipt of applications. Legible scanned copies of all certificates must be uploaded with the application.

14. Age relaxation as admissible to Ex-Serviceman applicants shall be considered as per the Government of India norms. Such candidates must ensure that they

are entitled to relaxation and possess the valid certificates / documents prescribed by GoI in support of their claim.

15. The experience certificate(s) shall clearly mention the starting date, ending date of employment, duration of employment (date, month & year), indicating the pay scale with basic pay and/or consolidated pay for the complete period served in that designation/rank/post.

16. The experience certificate(s) should clearly mention the nature of duties performed /experience obtained in the post(s) with duration(s).

17. Appointment letters/Appreciation letter/Pay slips/transfer or promotion orders/office orders/ unsigned experience certificate/ self-employment experience certificate shall not be considered as valid proof of experience. Candidates uploading any such or similar documents which doesnot contain complete information as mentioned in point no. 15 will be summarily rejected

18. Applications submitted with illegible documents will be summarily rejected.

19. Experience Certificate containing all details/designations/ranks held (including present position) must be mandatorily uploaded by the candidate.

20. Hence, applications of candidates who have not uploaded an experience certificate shall be rejected and not considered for further process.

21. **In the event of a candidate who had served in multiple positions/designations/ranks in the same organisation, the post-wise details of all such posts, including starting date, ending date, pay scale with basic pay and/or consolidated pay, etc., must be distinctly mentioned in the Experience Certificate. The certificate must include the duration of each post held, the pay level, and the roles and responsibilities associated with that post. A breakdown of all details is mandatory for the candidate.**

22. The decision of the Institute in all matters relating to the eligibility of the candidate, screening/ Skill / Written test and selection would be final and binding on all the candidates.

23. In case of any corrigendum/addendum pertaining to this advertisement, the same shall be published in the Institute’s website only.

24. Applications incomplete in any respect will be summarily rejected

25. The selected candidate will have to join duty immediately on receipt of the offer.

26. No interim enquiries/correspondence/communication of any sort will be entertained on the matter.

27. Canvassing in any form and / or bringing any influence, political, or otherwise, will be treated as a disqualification for the post applied for.

28. IISER Tirupati shall not be responsible for any error/ omission/ commission/ suppression of any information provided by the applicants knowingly or unknowingly while filling up the application form. In case the applicants get shortlisted/selected on the basis of incorrect forged/fabricated details, his/her candidature shall be liable to be cancelled at any stage of recruitment or during the tenure of service and appropriate legal action under applicable law shall be initiated against such applicants. IISER Tirupati reserves the right for alteration/ modification/ correction in the notice.

29. In case of any difficulty in submitting an online application, applicants can report their issues by email to administration@iisertirupati.ac.in

Sd/-

Advt. No.59/2026/IISER-T/Rect./03.11.2026 **Registrar (i/c)**