



TATA INSTITUTE OF SOCIAL SCIENCES
V.N. Purav Marg, Deonar, Mumbai 400 088
(A Deemed to be University under Section 3 of the UGC Act, 1956)

ADVT/TISS/PDF/TISS-ECI-MA/SEPT./2023

1st September, 2023

Required Post Doctoral Fellow (1 No) on Contract Basis for TISS-ECI MA programme of School of Development Studies at TISS-Mumbai Campus

The Tata Institute of Social Sciences (www.tiss.edu), established in the year 1936 is a Deemed to be University, fully funded by the University Grants Commission, Govt of India. TISS is a Grade I University with NAAC score of 3.89/4 and is ranked 60 under NIRF University Rank Category for 2022.

With campuses at Mumbai (Main) and off-campus at Tuljapur, Guwahati and Hyderabad, TISS offers over 50 Post Graduate programmes, 18 Doctoral programmes, and 4 Under Graduate programmes in a range of socially relevant inter-disciplinary and applied social science disciplines, and over 30 B.Voc. 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.

The School of Development Studies (SDS) was created in 2012 to contribute towards the holistic discussion on the politics and practices of development and democracy in post-colonial societies. Focusing on the interconnection between global, national and local processes of social change, the vision of the School is to promote diverse ways of interdisciplinarity and multi-disciplinarity in the generation of social science knowledge and to actively engage with critical issues of development, democracy, governance, poverty, and equity through excellence in research, teaching and advocacy.

The **Centre for Electoral Management Studies, School of Development Studies, TISS** is currently looking for a **Post Doctoral Fellow, (PDF or fellow hereafter)** (1 position) with a Ph.D. in Political Science, International Relations, Data Analytics, Human Resource Management, Electoral Studies, Public Administration and relevant areas of social sciences. The candidate is expected to contribute to the research and teaching for the Master's program in International Electoral Management and Practices (MIEMP) students/participants. The position is to be **filled on contract basis, initially for a period of one year and extendable based on performance of the candidate and requirements of the ECI- TISS project.**

Roles and Responsibilities as Post Doctoral Fellow:

- The primary work of the Post Doctoral Fellow is to support the teaching and research of the ECI TISS MA programme at the Centre of Electoral Studies, School of Development Studies.
- The Post Doctoral Fellow (PDF) will help the Project Lead/ Centre Chairperson in the development of research papers/ policy briefs/ working papers and other instructional material for the MIEMP programme
- The PDF will also be required to help in the research of the Centre Newsletter, collation of reading material, and classroom tutorial support, social media management among others for the students and participants in the ECI TISS MA program.

- The PDF will work under the supervision of Project Leader/ Centre Chairperson to prepare reading resources/ compendium, provide general assistance in the instruction process and support SDS secretariat and the faculty for effective implementation of ECI-TISS project.
- PDF will be assigned work by the Project Lead/ Centre Chairperson/ MIEMP program coordinator as per the requirements of the ECI-TISS MA program.
- The Post Doctoral Fellow will be available for in- person instruction, research support and engaged with extracurricular activities of the centre and SDS.
- The Post Doctoral fellow must maintain due progress as per current guidelines instituted for each academic year. The progress will be monitored by the Project Lead/ Centre Chairperson. In case of a lack of progress, the fellowship will be discontinued.

At the end of the year, Post Doctoral Fellowship will send a note on the nature and scope of work completed to the project leader and the Chairperson of the Centre for review and assessment of the yearly work performance.

Eligibility Criteria:

Educational Qualification: Eligibility (A or B):

A.

- i) A Master's degree with 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed) in Political Science/ International Relations/ Human Resource Management/Elections Studies/Electoral Management/ Public Administration/ Data Analytics or relevant disciplines from the social sciences from an Indian University, or an equivalent degree from an accredited foreign university.
- ii) Besides fulfilling the above qualifications, the candidate must have been awarded a Ph. D. degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be. **OR**

B. The Ph.D. degree has been obtained from a foreign university/institution with a ranking among top 500 in the World University Ranking (at any time) by any one of the following:

- i. Quacquarelli Symonds (QS)
- ii. the Times Higher Education (THE) or
- iii. the Academic Ranking of World Universities (ARWU) of the Shanghai Jiao Tong University (Shanghai).

Desirable Qualifications:

- Ph.D. in Political Science/ International Relations/ Human Resource Management/Elections Studies/Electoral Management/ Public Administration/ Data Analytics or relevant disciplines from the social sciences with the prior experience of working on electoral management related areas/ domains.
- Candidates with prior teaching/research/ project experience and/or the experience of development of curriculum in areas of Electoral Management, Data Analytics, Elections Studies, Human Resource Management and Disaster Studies will be preferred.
- Candidates with the experience of working projects of Election Commission of India, capacity building of election officials and election management bodies (EMBs)
- Candidates with Post-Doctoral qualifications in the related areas of expertise are also encouraged to apply.
- Research and published work in peer-reviewed journals in the relevant fields.

Remuneration: The remuneration for the Post Doctoral Fellow shall be as follows-

- For Fresh PhD Candidates: Rs 70,000/- per month
- For PhD with minimum 1 year of work experience: Rs 75,000/- per month

Application Fee: The application fee of Rs. 1000/- be paid online. The application fee for SC/ST/PWD candidates will be Rs. 250/- 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.

Other Conditions:

- 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.
- The Institute reserves the right to invite persons for interviews who may not have applied as per the above procedure and not fill up the vacancy advertised.
- No TA / DA is payable for appearing for the interview.
- The post is unreserved, but candidates belonging to the reserved category are strongly encouraged to apply.
- No queries or correspondence regarding the issue of a 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.
- 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).

The candidates are requested to take a print of the acknowledgement of the online application and keep it for future reference.

Verification of documents: The shortlisted candidates are required to send scanned copies of their coloured passport size photograph, and self-attested photocopies of relevant certificates in support of the essential qualification & experience. Original certificates will be verified only for the selected candidate at the time of appointment.

The last date for submission of online applications will be 15th September, 2023.

The shortlisted candidates will be sent a call letter and a link for the interview. The online interview in zoom platform will be conducted in last week of September.

Note: The selected candidate must have to join the post within 15 days of intimation of selection.

Project Leader