



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/AE/ID&S/JULY/2026

14th July, 2026

Applications are invited for the post of Assistant Electrician at the Infrastructure Development and Department Support (ID&S), TISS, Mumbai.

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, 52 Masters' Degree programmes and 21 Ph.D. programmes in a range of socially relevant inter-disciplinary areas of applied Social Sciences including 28 Bachelor of Vocational degree programmes.

Institute invites interested candidates to apply for Two Posts of Assistant Electrician at the Infrastructure and Development Department (ID&S), TISS, Mumbai to be filled on Daily Wages basis for a period of six months initially and extendable based on performance of the candidate and the requirement of the Institute.

1. Nature of Engagement

- The engagement is strictly on daily wage basis.
- This engagement is temporary in nature and does not confer any right for regular appointment, permanency, or regularization.
- Daily wages shall be payable on monthly basis based on actual days worked, subject to attendance.

2. Daily Wages

- Rs. 981/- per day

3. Age Criteria

- The candidate must be below 50 years of age as on the date of application.

4. Educational Qualification

- Minimum 10th Standard pass from a recognised board.

5. Technical Qualification

- Valid Electrician License is compulsory.
- ITI (Electrician) certificate holders will be preferred.

6. Experience

- Candidate should have experience in the electrical field, particularly in maintenance and repair works.

7. Nature of Duties

The selected candidate shall be required to perform the following duties:

1. Assisting in installation, maintenance, and repair of electrical wiring, fittings, and equipment.

2. Attending to breakdowns in electrical supply and rectifying faults promptly.
3. Maintenance of internal and external electrical systems including lighting, switches, sockets, and panels.
4. Assisting in operation and maintenance of electrical panels, distribution boards, and control systems.
5. Carrying out replacement of defective wiring, switches, MCBs, fuses, and fixtures.
6. Ensuring safe working practices and compliance with electrical safety norms.
7. Using and maintaining electrical tools, testing instruments, and safety equipment.
8. Assisting in preventive maintenance and routine inspection of electrical installations.
9. Maintaining basic records related to work carried out and materials used.
10. Performing any other allied electrical duties assigned by the Supervisor/Engineer.

Other conditions are as under:

1. 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.
2. The post is unreserved, but candidates belonging to the reserved category can apply.
3. 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.
4. No TA/DA is payable for appearing for the interview.
5. 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. The Candidates are requested to submit their CV along with supporting documents i.e., Education Qualification, Work Experience and Other Qualifications with the Application Form (attached) to Ms. Devyani Panvalkar, staff of PERSONNEL SECTION, TISS, Deonar, Mumbai – 400088, on or before 27th July, 2026.
2. The eligible candidates will be communicated by an e-mail or telephone call to attend Offline interview.

Last date of receipt of application: 27th July, 2026.

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 Interaction

Note: The selected candidate would be required to join the post within 10 days of selection.

Sd/-
Registrar (Offg.)



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APPLICATION FORM

POST of _____

Application form for the Contractual position
(Please read carefully the instructions given in the eligibility criteria before filling the format)

Paste a
recent
Passport
Size

1. Advertisement No. Date : _____
a) School/ Section (if any) : _____
2. a) Name in Full (in BLOCK letters) : _____
b) Gender : _____
c) Date of Birth : _____
d) Whether belonging to : SC () ST () OBC () PWD () UR () :
e) Address (Current) : _____
: _____
f) City & State : _____
g) Phone/ Mobile No. : _____
h) Email Id : _____

3. Educational Qualification (commencing with Matriculation). Attach one set of self attested copies of Certificate (s).

Degree	Admission Year	Passing Year	Division I Class	Percentage	specialisation	school College	University
SSC							
HSC							

Degree	Admission Year	Passing Year	Division I Class	Percentage	specialisation	school College	University
Graduation							
Others							

4. Employment Details (details of present post at the beginning) (documents attach):

Sr. No.	Office/ Institution employed	Designation	Date of Joining	Date of Leaving	Basic Pay (Rs.)	Total Salary (Gross) Rs.	Leaving Reason

(Please enclose self attested copies of certificates/ proof in support of employment)

(*Attach separate sheet, if needed)

5. Referees :

Name	Email	Mobile No.	Address	Profession	How he/she is known to the applicant:

6. Time required for joining, if selected: _____

7. Documents Attached

- ☐ Educational Qualification
☐ Work Experience Certificates
☐ Aadhaar Card
☐ PAN Card
☐ Other

I Hereby declare that all the statements made in this application form and enclosure are true to the best of my knowledge and belief.

Place:
Date:

Signature of the applicant
Name