

### **Advertisement for Scientific Administrative Assistant (SERB Project)**

Applications are invited for the "Scientific Administrative Assistant" position in a SERB-funded project at the Department of Biological Sciences (DBS), IISER Kolkata, Mohanpur, Nadia, West Bengal, 741246.

Interested and eligible candidates are encouraged to appear for a walking interview on **23<sup>rd</sup> July, 2025**.

**Project Name:** Understanding the regulation of gap junction protein Connexin 43 in Murine- $\beta$ -coronavirus, MHV-induced acute and chronic phase inflammation by combining TNF- $\alpha$ , IL10, and TGF- $\beta$  signalling triad.

**Position:** Scientific Administrative Assistant

**No. of Vacancy:** 1

**Essential Qualification:** Graduate degree in biological sciences.

**Desirable Qualifications:** Basic knowledge of animal science, mouse anatomy, cell culture, and basic physiology is required, as well as basic computer skills for record keeping and data analysis. **Job Responsibilities:**

He/she will be responsible for taking care of the mouse colony and maintaining the mouse colony, as well as assisting the research fellow in performing mouse experiments, harvesting tissues, and preparing tissues for histopathology and immunohistochemistry. He must also perform administrative work like ordering lab reagents, indenting, bill processing, and stock entry.

The person should not be allergic to animals.

**Salary:** 18,000/- per month + admissible HRA (consolidated)

**Upper age limit:** 50(fifty) years

**A walking interview will be held on 23<sup>rd</sup> July, 2025, at 11 am in TRC226, Teaching & Research Complex, Department of Biological Science, IISER KOLKATA.** Applicants are requested to bring their Curriculum Vitae during the interview time and two recommendation letters.

Based on the walking interview, selected applicants will be informed by email. No TA/DA is admissible for appearing in the interview.