



भारत सरकार रक्षा मंत्रालय
GOVERNMENT OF INDIA, MINISTRY OF DEFENCE
रक्षा अनुसंधान एवं विकास संगठन
(DEFENCE RESEARCH & DEVELOPMENT ORGANISATION)



पद्धति अध्ययन एवं विश्लेषण संस्थान (ईसा)
Institute for Systems Studies & Analyses (ISSA)
मेटकॉफ हाउस, सिविल लाइंस, दिल्ली 110054
Metcalf House, Civil Lines, Delhi 110054

(दूरभाष सं./Telephone No. 011-23882128/244)

Advertisement No.: ISSA/HRD/PAIDINTERNSHIP/2025/01

Date: 03/07/2025

6 माह की पेड इंटरशिप हेतु विज्ञापन
Advertisement for Paid Internship (6 Months)

Institute for Systems Studies and Analyses (ISSA) is involved in System Analysis, Modeling & Simulation for various Defence applications pertaining to employment/deployment, tactics & force potential evaluation, tactical/strategic & mission planning etc. ISSA conducts systems studies & develops high quality integrated software for System Analysis & Decision Support in application areas of Sensors & Weapons, Electronic Combat, Land & Naval Combat, Air-to-Air Combat & Air Defence for effective use by DRDO & Services for Design, Mission planning, Tactics Development & Training.

Applications are invited from eligible final year Under Graduate/Post Graduate Engineering and Science stream (Post Graduates) students in the prescribed format within 10 days from the date of publication of this advertisement, for the following disciplines for tenure of 6-month Paid Internship.

1. इंटरशिप विवरण / Internship Details:-

| क्र.सं | इंटरशिप विषय / Area of Internship | आवश्यक योग्यता / Essential Qualification |
|--------|--|---|
| (a) | i. Computer Science/ Computer Engineering/IT/Allied Branches ii. Mathematics/Applied Mathematics/ Operational Research/Statistics | : B.E./B.Tech OR M.Sc./M.Tech. full time course with First Division from recognized Indian University/Institute (Final year Students Only) |
| (b) | कार्यकाल / Duration | : 6 महीने /6 Months |
| (c) | रिक्ति की संख्या/No. of Vacancy | : 25 |
| (d) | कार्य स्थल / Place of Work : | : पद्धति अध्ययन एवं विश्लेषण संस्थान (ईसा), मेटकॉफ हाउस, सिविल लाइंस, दिल्ली 110054 Institute for Systems Studies & Analyses (ISSA), Metcalf House, Civil Lines, Delhi 110054 |
| (e) | मासिक वजीफा / Monthly Stipend | : ₹5,000/- प्रति माह (Fixed) / Rs. 5,000/- per month (Fixed) |
| (f) | चयन प्रक्रिया / Selection Process | : चयन इंटरव्यू के आधार पर किया जाएगा। केवल शॉर्टलिस्ट किए गए उम्मीदवारों को इंटरव्यू के लिए बुलाया जाएगा। Interview-based selection. Only shortlisted candidates will be called for the interview. |

2. महत्वपूर्ण जानकारी / Important Notes

- a) यह इंटरनशिप पूर्णतः अस्थायी है और इसमें DRDO में समायोजन का कोई अधिकार नहीं है।
The internship is purely temporary and does not confer any right for absorption in DRDO.
- b) इंटरनशिप की संख्या प्रयोगशाला की आवश्यकता अनुसार परिवर्तित की जा सकती है।
Number of internships may vary depending on the lab's requirements.
- c) संक्षिप्त नियम व शर्तों सहित आवेदन पत्र संलग्न है।

Application form with brief terms and conditions is attached.

- d) आवेदकों को सलाह दी जाती है कि वे आवेदन पत्र (निर्धारित प्रारूप के अनुसार) आवश्यक दस्तावेजों के साथ भरें। दस्तावेजों की स्कैन की हुई प्रति तथा आवेदन पत्र (in pdf format) इस विज्ञापन के प्रकाशन तिथि से 10 दिनों के भीतर (i.e 13th July 2025) **hrd.issa@gov.in** पर ईमेल द्वारा प्रेषित करें।

The applicants are advised to fill in the application (as per the prescribed format provided) along with requisite documents. Scanned copy of documents along with the application form (in pdf format) to be mailed at **hrd.issa@gov.in** within 10 days (i.e 13th July 2025) from the date of publication of this advertisement.

- e) नियत तिथि के बाद प्राप्त या प्राप्त अपूर्ण/गलत आवेदन को अस्वीकार कर दिया जाएगा। इस संबंध में कोई और पत्राचार नहीं किया जाएगा।

Incomplete / erroneous application received or received after the due date will be rejected. No further communication in this regard will be entertained.

- f) चयन पूरी तरह मेरिट के आधार पर होगा। अस्वीकृत छात्रों के लिए कोई पत्राचार नहीं किया जाएगा।

Selection will be based entirely on merit basis. No communication will be undertaken for rejected students.

3. BOARDING/LODGING: - No boarding or lodging expenses are admissible.

4. Guidelines/General terms and conditions:

- a) Applicant should ensure that he/she satisfy the eligibility criteria as on closing date of advertisement i.e 13th July 2025 (1600 Hrs).
- b) Students must have a valid bank account number in his/her name for disbursement of the internship stipend.
- c) Only Indian Nationals can apply. Students studying in countries outside India are not eligible.
- d) Misrepresentation or falsification of facts/information detected at any stage of the selection process or instances of misconduct/misbehavior at any stage during selection process shall result in cancellation of candidature without any notice and no correspondence in this regards shall be entertained.
- e) The duration of the internship will be for a period of 6 months. Completion Certificate will be issued to students after completion of 6 months from date of joining the internship program. If the intern leaves the internship before completion of entire duration of 6 months, he/she will not be issued the certificate of internship.
- f) The stipend will be paid through electronic transfer in two equal installments i.e. 15000/- after the completion of the 3 months and 15000/- after the completion of 6 months of the internship. Any other expenditure such as lodging, boarding, transport, medical, etc., if any shall be borne by the individual concerned during the entire course of the internship.
- g) The internship will be provided for fields relevant to DRDO's research.

- h) Interested candidates need to apply through their respective institutes, corresponding with the relevant DRDO laboratory in the format given in the advertisement.
- i) The interns will only be granted the duty/task for the period of the internship, considering the nature of the work and Indian Official Secrets Act, 1923, and therefore, would be liable to the provisions of the Indian Official Secrets Act, 1923 and rules and regulations of DRDO / laboratories.
- j) The interns will be granted access only to non-classified areas within DRDO laboratory.
- k) Failure to comply with the rules and regulations of laboratory or any breach of the Security Act, will be grounds for termination of the internship without any notice.
- l) DRDO will not be responsible for any injuries sustained during the period of the internship period.
- m) Candidates need to handle the equipment (computer, etc.) provided by the DRDO carefully else they will be liable to compensate DRDO for any damage or degradation of the equipments.
- n) The candidate will not disclose/publish information at any platform like newspaper, periodical, social media, etc., related to any subject of DRDO, which is restricted/confidential in nature, failing which the necessary action as per Official Secrets act and rules and regulations of DRDO will be taken. An undertaking in this regard will be sought from the candidate
- o) Attendance will be marked by the candidates as per the labs process. Working hours will be as per the laboratory's time
- p) No leave except Sick leave on the production of valid prescriptions will be given to the candidates. Gazetted/closed Holidays as applicable/available in the laboratory will also be applicable to the candidates.
- q) Completion of the internship does not guarantee employment at DRDO.



Application Form for Paid Internship

Institute for Systems Studies & Analyses (ISSA)

Defence Research & Development Organization (DRDO),
Min. of Defence, Metcalfe House, Civil Lines, Delhi 110054

| | | | |
|-----------------------------------|---|---|-----------------------------|
| 1 | Application for | <input type="radio"/> Paid Internship | Paste Photograph Here |
| 2 | What is your highest relevant Educational Qualification? | <input type="radio"/> B.Tech./B.E. Equivalent <input type="radio"/> M.Tech/M.E./M.Sc. Equivalent | |
| 3 | Pursuing Discipline (Branch) & Present Semester | | |
| PERSONAL INFORMATION | | | |
| a) | Full Name | | |
| b) | D.O.B. | | |
| c) | Aadhar Card Number | | |
| d) | Temporary Address | | |
| e) | Permanent Address | | |
| f) | Phone No. | | |
| g) | Email ID | | |
| h) | Father's Name | | |
| i) | Father's Email ID | | |
| j) | Father's Occupation | | |
| k) | Father's mobile no. | | |
| l) | Mother's Name | | |
| m) | Mother's Occupation | | |
| n) | Mother's Mobile No. | | |
| o) | Mother's email id | | |
| EDUCATIONAL QUALIFICATIONS | | | |
| a) | Name of University / Institute | | |
| b) | Semester 1 SGPA / Percentage (%) | | |
| c) | Semester 2 SGPA / Percentage (%) | | |
| d) | Semester 3 SGPA / Percentage (%) | | |
| e) | Semester 4 SGPA / Percentage (%) | | |
| f) | Semester 5 SGPA / Percentage (%) | | |
| g) | Semester 6 SGPA / Percentage (%) | | |
| h) | 10 TH percentage | | |
| i) | 12 TH Percentage | | |
| j) | Other Qualifications | | |
| k) | Extra- Curricular Activities | | |

DECLARATION

I hereby declare that, the above furnished particulars are correct and no information is suppressed. I understand that if any of the above information is found to be incorrect or some information is suppressed then my candidature is liable to be rejected and I may be subjected to any other action as the Government may deem fit.

| | | |
|-------|--|----------------------------|
| Place | | Signature of the Candidate |
| Date | | |

Instructions:

- a) Kindly download the above document and please email the soft copy of the duly filled-in Application Form along with requisite documents only to the email address **[hrd.issa@gov.in]** positively by **13th July, 2025** in the ***.pdf format**. Application received after this date will be summarily **rejected**.
- b) The filename of the Application form *.pdf file should be your name all in small letters followed by year of birth (yyyy), without any spaces.
For example for a candidate Dr. Rahul Kumar who is born in the year 1988, the filename should be: rahulkumar1988.pdf
- c) Scanned copies of following documents (if applicable) are required to be attached in the email along with the application form:
- 10th Mark Sheet
 - Latest Semester Mark Sheet
 - Character Certificate
 - LOR(Letter of Recommendation from college head)
 - CV
 - College ID Card
 - Aadhar Card
- d) Incomplete applications are liable to be rejected.
- e) Invitation for Interview will be sent only to the short-listed candidates, through **email only**.

Ref No: _____

Date: _____

To,

The Director
Institute for Systems Studies & Analyses (ISSA)
Defence R&D Organisation (DRDO), Ministry of Defence,
Metcalfe House, Civil Lines
Delhi-110054

Subject: Request for Paid Internship opportunity for a period of six months

Ref: Advertisement No. ISSA/HRD/PAIDINTERNSHIP/2025/01 dated 03/07/2025.

Respected Sir,

We request an internship opportunity for our Final Year B.Tech students / IInd year Post Graduate students for Paid Internship Scheme of DRDO at ISSA, Delhi.

Shri/Ms.....is a bonafide student of this college having enrolment no..... He/She is a meritorious student and is eager to gain practical exposure in the defence related applications through an internship at your esteemed organization.

We request an internship from _____ to _____ (6 months). Below are the details of the student, faculty coordinator and the college / institution:

Student Details:

| | | | |
|-------------------------------|--|------------|--|
| Name | | Course | |
| College ID Number | | Mobile No. | |
| Permanent Residential Address | | Email ID | |

Faculty Coordinator Details:

| | | | |
|------------------|--|--------------|--|
| Name of Faculty | | Designation | |
| Department | | Contact No. | |
| Email ID Address | | HOD Email ID | |

College Details:

| | | | |
|----------------|--|--------------------|--|
| College Name | | AICTE Permanent ID | |
| DTE Code | | Affiliated to | |
| Affiliation ID | | Email ID | |
| Contact No. | | Fax No | |

The college has no objection if he/she joins internship at your organization and is physically present in the establishment. The college will relieve the student to undergo the internship at your establishment.

It is also hereby assured that student will complete full tenure of his/her paid internship.

We believe that this internship will be an excellent opportunity for our student to enhance his/her technical skills. Kindly consider this request and grant the necessary permissions. We assure you of our student's commitment to learning and adherence to all institutional norms.

Thanks, and Regards,

**Signature of Principal /
HOD of College /
Institution With Office Seal.**