**Ref:** AIIMSG/144/2024-E1                    **Date:** 26/07/2025

## Walk-in Interview

**Subject:** Walk-in Interview for Temporary Positions in ICMR-Funded Extramural Projects.

    Applications in the prescribed format are invited for the temporary positions in the ongoing extramural project funded by the Indian Council of Medical Research (ICMR) under the Principal Investigator Dr. U Venkatesh, Assistant Professor, Department of Community Medicine & Family Medicine, AIIMS Gorakhpur

## Interview Details

**Mode of Selection**: Walk-in Interview at Department of Community & Family Medicine, Academic Block (MNC building), AIIMS, Gorakhpur. No request for Online will be entertained.

**Date & time of Interview:** 18ᵗʰ August 2025, at 8:00 AM. (Monday).

**How to Apply:** Eligible candidates must submit the online application form by 16ᵗʰ August 2025 through the following link & report at the interview venue on the scheduled date and time:

https://forms.gle/34JJ1oMViiy3wySu6

**Note:**

- Only eligible candidates will be permitted to appear for the interview after document verification.
- If the number of eligible candidates is large, a written examination may be conducted prior to the interview.
- Candidates are also required to bring a printed copy of the submitted application form, a recent passport-sized photograph, and all original certificates for verification on the day of the interview.
- For any queries, please write to:      venkateshu.aiims@gmail.com

| S.No | Name of the Post | Monthly Emoluments (Monthly) | Name of the Project |
|------|------------------|------------------------------|---------------------|
| 1. | Project Research Scientist-II (Non-Medical) – One post | Rs. 67,000 p.m. + 13,400 (HRA 20%) = Rs. 80,400/- | Project 1 |
| 2. | Data Entry Operator (One post) | Rs. 29,200/-per month (Consolidated) | Project 2 |

# All India Institute of Medical Sciences, Gorakhpur

(An autonomous organization under the Ministry of Health & Family Welfare, Govt. of India)

Website: https://aiimsgorakhpur.edu.in/

**Project 1:** *"Evaluating the Effectiveness of Community-based Peer-led Intervention (CPLI) in preventing Substance use among Adolescents: A Cluster Randomized Controlled Trial within School Health Programme under Ayushman Bharat".* **Duration of Project**: Three years**, Status of Project:** Ongoing

**Project 2:** **"Evaluating the Effect of the ICMR-NCTB Mudra Toolbox and Cognitive Harmony Program on Cognitive Health at Ayushman Arogya Mandir: A Multi-Centric, Mixed-Method, Pragmatic Quasi-Experimental Trial" funded by ICMR**. **Duration of Project**: two-year, **Status of Project:** Ongoing

*Separate applications should be submitted for each position. Allotment of the project to the successful candidate will be decided by the competent authority at its discretion. Candidates are advised to plan their travel well in advance to ensure timely arrival on the date of the interview. Roles and responsibilities will be as per ICMR guidelines and specific to the project, as assigned by the Principal Investigator from time to time.*

The Essential Qualifications and Experience for the posts are as under –

| Post | Essential Qualification and Experience |
|---|---|
| Project Research Scientist – II (Non-Medical) | **Essential Qualification**: <br> 1. 1st class Master's Degree in Public Health/Biostatistics & Demography/Population studies or relevant degrees from a recognized university with three years of research experience in a relevant field. <br> 2. 2nd class Master's Degree + Ph.D. in Public Health/Biostatistics & Demography/Population studies with three years research experience in relevant field. <br> 3. Maximum Age Limit: 40 <br> 4. **At least two publications in Medline/Pubmed indexed journals in the relevant area**. Journal should be listed in the Science Citation Index (SCI). <br> 5. Prior experience in Community based study <br> 6. Ability to design and execute independent research studies/policy-centered work <br> 7. Ability to work in a diverse inter-disciplinary environment and provide guidance to other members <br> 8. The Research Scientist will be responsible for field-level data collection, supervision of data quality across all study sites, data analysis, and preparation of technical reports and manuscripts. <br><br> *Note: Candidates with educational backgrounds in Microbiology, Biochemistry, Biotechnology, or other laboratory-based fields are **not eligible** for this position. This research focuses on Community based Multicentric studies, and preference will be given to candidates with strong experience in public health or public health data handling.* |

| Data Entry Operator | **Essential Qualification and Experience** |
|---|---|
| | • **Essential Qualification (Mandatory):**<br>• Bachelor's Degree in any discipline from a recognized University/Institution (applications without the required degree will not be considered).<br>• Must have successfully completed 'O' Level or 'A' Level Certification in Computer Applications from DOEACC/NIELIT or an equivalent recognized authority.<br>• Minimum 2 years of full-time professional experience in data entry, office administration, and field assignments (candidates unwilling to undertake fieldwork need not apply).<br>• Willingness and ability to travel extensively for field-related tasks is mandatory.<br><br>• Desirable Qualification:<br>• Prior experience in a healthcare/research/academic institution or in field data collection & coordination.<br>• Knowledge of office procedures, inventory management, and administrative protocols.<br><br>• **Strict Screening Clause:**<br>- Incomplete or misrepresented applications will be rejected without notice.<br>- Candidates must provide verifiable documentary evidence of qualifications, field experience, and technical skills at the time of document verification/ interview.<br><br>**Upper Age Limit**<br>28 Years (Relaxable for SC/ST/OBC candidates as per Government of India norms).<br>*Note: Candidates above the prescribed age limit will not be considered under any circumstances except as per applicable Government rules.*<br><br>**Roles & Responsibilities**<br>1. Perform data entry tasks with 100% accuracy and maintain records in strict compliance with confidentiality protocols.<br>2. Independently handle office and administrative responsibilities, including documentation, inventory management, coordination with internal departments, and report generation.<br>3. Undertake field visits without exception, for data collection, monitoring, and liaison as per project needs.<br>4. Candidates must own a laptop for efficient task execution.<br>5. Candidates with their own vehicle will be eligible for petrol reimbursement as per institutional norms.<br>6. Demonstrate high levels of discipline, punctuality, and willingness to work extended hours if project timelines demand.<br>7. Any failure to comply with project deadlines or instructions from the Project Investigator (PI)/supervisors may result in termination of engagement without prior notice.<br>8. Perform any other duties assigned by the competent authority from time to time. |

**Terms and Conditions:**

1. As per the guidelines of the project sanctioning agency.
2. If the performance of the appointee is not found satisfactory by the Principal Investigator appointment can be terminated at any time without any prior notice/compensation.
3. The number of posts may vary.
4. <u>Successful candidates will normally be engaged on Project Human Resource Positions initially for a period of 11 months or less, depending upon the tenure of the project and functional requirements. Continuation / extension to engagement of Project Human Resource Positions will be depending up on evaluation of the performance, tenure of the project, availability of funds, functional requirements and approval from the competent authority.</u>
5. The rates of the emoluments / stipend may vary according to the sanction of the funding agency of the project.
6. Cut-off age limit will be as on the last date of application.
7. Age relaxation will be as per ICMR guidelines.
8. Separate application should be submitted for each position. Allotment of project to the successful candidate will be decided by the competent authority at its discretion.
9. No TA/ DA will be paid to attend the interview / personal discussion and candidates have to arrange transport/ accommodation themselves.
10. The persons engaged on human resource project positions will normally be posted at the study site; however, they can be posted to any other sites in the interest of research work.
11. The persons engaged on Project Human Resource Positions shall not have any claim on a regular post in ICMR or AIIMS, Gorakhpur or in any of its institutes or in any other government organizations and their project term with breaks or without breaks in any or multiple projects will not confer any right for further assignment or transfer to any other project or appointment / absorption/ regularization of service in funding agency or in ICMR or AIIMS, Gorakhpur.
12. AIIMS, Gorakhpur reserves the right to terminate the project human resource positions even during the agreed study period without assigning any reason.
13. Candidate must bring his/ her duly filled in application form in the prescribed format with a recent passport size colour photograph along with a detailed bio-data / CV and all relevant documents; duly self- attested; in proof of his/ her educational qualifications [all certificates and marksheets from 10th standard onwards], working experience, age caste and photo id [ Aadhar card/ Indian passport/ PAN card/ Driving License] etc.
14. AIIMS Gorakhpur reserves the right to cancel / modify the process at any time, at its discretion.
15. The decision of the competent authority will be final and binding.
16. ICMR and / AIIMS, Gorakhpur reserves rights to consider or reject any application / candidature.
17. The Selected candidate will have to join within 15 days of the declaration of results.
18. Candidate must send a completely filled application form & upload it to the given link
19. Incomplete applications or applications received after the due date will not be considered.
20. Decision of the Interview Committee will be final.
21. In case of a large number of eligible candidates after scrutiny of applications and it is not feasible to call all the candidates for an interview; the appointing authority may adopt suitable higher criteria for shortlisting the candidates. Who will be called for interview.

22. Candidates are required to submit a copy of application form with complete set of all self-attested certified copies of educational certificates/experience and photo identity along with original for verification at the time of Interview

23. Candidates are advised to provide the relevant and correct information in online application

24. Late/delayed/incomplete/unsigned or application without latest photograph will not be considered and will be summarily rejected without any correspondence. Hence candidates are advised to apply will before time without waiting of the last date and time

25. Institute will not be responsible, if candidate fails to submit online application within prescribed date and time for whatever reason.

26. Submission of incorrect or false information during the process of walk-in- interview/or Personal discussion shall disqualify the candidature at any stage.

27. No benefit of provident fund, Leave Travel Concession, Medical Claim etc. will be considered, since the posts are purely temporary basis.

28. Age relaxation is admissible to SC/ST/OBC candidates in respect of posts reserved for respective category only and not for unreserved post as per GoI rules. Age relaxation to Ex-servicemen/Departmental candidates including projects shall also be applicable as per Govt. of India/ICMR Norms

29. Mere fulfilling the essential qualification/experience does not guarantee for shortlisting/selection

30. Candidates already working against regular/permanent posts under government Department/organizations are not eligible to apply.

31. Candidates already employed should submit a "No Objection Certificate" from their employer at the time of walk-in- interview/written test / personal discussion failing which he/she will not be allowed to appear in written/personal discussion.

32. Canvassing and bringing inside or outside influence in any form for short listing and Employment will be treated as a disqualification and the candidate will be debarred from selection process.

33. No request for change of Date of Interview shall be entertained.

34. Leave shall be applicable as per ICMR Guidelines.

35. Candidates are advised to keep a copy of application form submitted online for future reference.

36. Experience shall be counted from the date of completion of minimum essential educational qualification

37. We are not committed to fill up the advertised project human resource positions and the process is liable to be withdrawn / cancelled/ modified at any time.

**General Instructions for Filling Application Form.**

1. Please read the following instructions carefully before filling up of offline application form for above mention posts.

2. Candidates are advised to fill up the form in the format provided.

3. Please note that all the columns of the application have to be compulsorily filled up. In case of nil information for a particular column, 'N/A' is to be written. The form is to be filled up by the candidate himself/herself in Block Capitals with blue/black ballpoint pen. The form is to be filled up neatly without any overwriting. The use of corrective fluid (whitener) is not permitted. Column-wise instructions are as under: -

a) Name: Full name as written in Matriculation Certificate is to be written.

b) Mother's Name: Mother's name as written in Matriculation Certificate is to be written.

c) Father's Name: Father's name as written in Matriculation Certificate is to be written.

d) Gender: Male / Female

e) Present Address with Pin Code: Complete present address of the candidate with PIN code is to be written.

f) Mobile No: Self mobile No.

g) e-mail: Self Email address

h) Date of Birth: Date of Birth as per Matriculation Certificate is to be written in DD/MM/YYYY format.

i) Category: The category of the participant must be mentioned.

j) Declaration: The candidate should carefully read and understand the declaration before signing.

k) Signature of Applicant – The candidate should sign and put his/ her thumb impression in the specified areas in the application form.

l) Place & Date – Place and date to be filled up at the time of filling up of application form.

**Documents Required to be produced in Original at the time of interview**

1. Filled application format

2. Photo Identity proof (Aadhar card/ Driving Licence/ Voter ID card/ PAN card/Passport) *

3. Address proof* (Aadhar card/ Driving Licence/ Voter ID card/ PAN Card/ Passport)

4. Proof of date of birth (10th Certificate/ Birth certificate) *

5. Recent passport size photographs (two)

6. Category certificate. (for OBC candidates the certificate of non-creamy layer must be issued with in last one year)

7. Relevant Marksheets and Certificates*

a. 10th Marksheet & certificate

b. 12th Marksheet & certificate

c. Qualifying degree/ certificate

8. Experience certificate clearly showing date of joining and date of reliving. *
9. List of publications, along with one original copy (If any) *
10. GATE/ NET clearance certificate. (If any) *

*Along with one set self-attested photocopy of the documents

**Note:**
**1. No TA/ DA will be provided to the candidates**

**2. Candidate found not suitable in the document verification will not be allowed to appear the personal interview**
**3. No photocopy facility is available at the institute. Candidate has to bring the photocopy of the required documents.**