



Advt. No. Project Position/Mel/1/2024-CD

Dated:

The ICMR Headquarters intends to engage the following non-institutional project human resource position, purely on temporary contract basis under multicentric research project entitled, **“A Multi-Centric Capacity Building Initiative to Strengthen the Clinical and Laboratory Detection of Melioidosis in India with special focus on the North Eastern States”** under Division of CD at ICMR Hqrs., New Delhi:

S.No.	Name of the Project Position and Consolidated Emoluments	No. of Positions and Reservation	Maximum Age Limit
01.	Project Research Scientist-III (Non-Medical) Rs.78,000/- + HRA as admissible (per month)	One	45 years

(A) Required qualifications and desirable details are given below:

Project Human Resource Position	Essential Qualification	Desirable Details
<b>Project Research Scientist-III (Non-Medical)</b>	<ol style="list-style-type: none"><li>1<sup>st</sup> Class Post Graduate Degree, including the integrated PG degrees, with three years experience or Ph.D</li><li>2<sup>nd</sup> Class Post Graduate Degree, including the integrated PG degrees, with Ph.D and three years experience.</li><li>Must have handled minimum five Projects relevant to the requirement, as Principal Investigator or Co-PI.</li><li>For Engineering / IT/CS – First Class Graduate degree of four years with five years experience.</li></ol>	<p>Candidate having working research experience in a Scientific and funding agency will be preferred, and also having the necessary experience in terms of the following:</p> <ul style="list-style-type: none"><li>At least three years of post-qualification experience of managing public health programs especially in the designated project area.</li><li>Possessing Scientific Project Management skills and having administrative experience in project monitoring and evaluation including handling / coordinating projects related to communicable diseases.</li><li>Experience of preparing reports, notes, power-point presentation and undertaking programmatic data documentations.</li><li>Proficient in computer handling, having familiarity with commonly used Windows (MS Office software &amp; software packages) and possessing knowledge of Computer applications / Business Intelligence tools/Data Management.</li><li>Demonstrated ability to work in a multi-disciplinary team environment with experience of travel for programmatic reviews and coordination.</li></ul>
<b>Job Requirements:</b> The selected candidate is expected to assist the Sr. Scientist(s) in the Division of CD in: <ul style="list-style-type: none"><li>Monitoring / reviewing &amp; coordinating the project activities on virtual platforms including organizing interim/review meetings and preparing / writing minutes of meetings.</li><li>Writing and collating of project reports and frequent reporting of the project progress &amp; milestones</li></ul>		

- Preparing Scientific Notings and draft writing / editing of Manuscripts for Publications in the designated / implementing project(s).
- Ensuring that project performance indicators are met.
- Supporting data quality control and analyzing source data verification, query raising & resolution etc.
- Planning, initiating & implementing other research project(s) / activities in the Division.
- Any other work related to the scientific / technical activities in the Division, as assigned by the Sr. Scientist(s) / Head of the Division.

**(B) Other Details:**

<b>Place of work</b>	ICMR Hqrs., New Delhi
<b>Duration</b>	12 months (extendable upto the end of project period)
<b>Last Submission Date</b>	19 <sup>th</sup> July, 2024 (5.00 PM)
<b>Date of Virtual Interview</b>	Will be informed on ICMR website

Deserving candidates may send their application, duly filled in all respects in the prescribed format (**as enclosed**), along with updated CV and **scanned copy** of all the required / relevant supporting documents / certificates, duly self-attested, on the email: [tribalhealth.icmr@gmail.com](mailto:tribalhealth.icmr@gmail.com), in a **SINGLE PDF FILE**, within the scheduled date and time for submission of application, i.e., **on or before 19<sup>th</sup> July, 2024 (5:00 PM)**. **Late/Delayed/Incomplete/Unsigned applications will not be considered** and rejected straight away without any correspondence. Candidates are therefore advised to submit their application well in time without waiting for the last date for submission of applications. ICMR/Institute/Centre will not be responsible if candidate fails to submit their application within time for any reason. Only those applications that are received within the stipulated date & time and are complete in all respects, will be screened by the Screening Committee of ICMR to shortlist candidates for further process of engaging the above project human resource positions. **Shortlisted eligible candidates will be called through email for Virtual Interview** via video conference. Candidature of successful candidates shall be subject to verification of all original documents by ICMR and also fulfillment of the required eligibility criteria, in all respects of qualification, age, experience, etc.

**General Terms & Conditions:**

1. The post is to be filled up on purely temporary basis and co-terminus with the project.
2. Incomplete / late applications will not be entertained.
3. Without signature / unsigned applications will be rejected.
4. Application will only be accepted in prescribed format.
5. Any canvassing on behalf of the candidate or attempting to bring external influence with regard to selection / recruitment shall be considered as **DISQUALIFICATION**.
6. Age relaxation for reserved categories will be as per the guidelines of ICMR / DOPT rules and for deserving candidates.
7. Reserved category candidates must produce their latest Caste Validity Certificate. OBC candidates must possess a latest valid non-creamy layer certificate. PWD candidates shall produce latest

- disability certificate issued by a medical board of Government hospital with not less than 40% disability.
8. Category once applied shall not be allowed to be changed at later stage and no communication in this regard shall be entertained.
  9. Cut-off date of age limit will be as on the last submission date of applications.
  10. No benefit of Provident fund, CCA, Leave Travel Concession, Medical Claim, Staff quarters etc. will be considered, since the post is on purely temporary basis.
  11. No TA/DA etc. will be given to attend the interview.
  12. The appointment is terminable with one month notice from either side without assigning any reason.
  13. Since the project is purely temporary, the incumbents selected will have no claim for regular appointments under ICMR or continuation of their services in any project.
  14. Project manpower cannot be permitted to register for Ph.D, due to time constraints.
  15. Submission of wrong or false information during the process of selection shall disqualify the candidature at any stage.
  16. Leave shall be as per the ICMR's policy for project human resource positions.
  17. ICMR reserves the right to cancel/modify the process at any time, at its discretion.
  18. The decision of Competent Authority will be final and binding.
  19. Qualification & experience should be in relevant discipline / field and from an institution of repute. Experience should have been gained after acquiring the minimum essential qualification.
  20. Person already in regular time scale service under any Government Department / Organizations are not eligible to apply.
  21. Candidate must submit his/her duly filled in application form in the prescribed format (**as enclosed**) with a recent passport size color 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 mark-sheets from 10<sup>th</sup> Std. onwards] working experience, age, caste and **photo id** [Aadhar Card/Indian Passport/PAN Card/Driving License] etc., on the email: [tribalhealth.icmr@gmail.com](mailto:tribalhealth.icmr@gmail.com), in a **SINGLE PDF FILE**, within the scheduled date and time for submission of application **i.e., on or before 19<sup>th</sup> July, 2024 (5:00 PM)**, failing which his/her candidature will not be considered. Late/Delayed/Incomplete/Unsigned applications will not be considered at all and no correspondence will be entertained in this regard. Application received through any other mode will not be accepted.
  22. ICMR reserves the right to terminate the project human resource position even during the agreed contract period or extended contract period without assigning any reason.
  23. ICMR reserves rights to consider or reject any application/candidature.
  24. Mere fulfilling the essential qualification does not guarantee the selection.
  25. Corrigendum/addendum/further information, if any, in respect of this advertisement, will be published on ICMR website only. Hence, the candidates are advised to see the website of ICMR regularly for further updates related to this advertisement.

**Administrative Officer**  
**Division of CD**

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