

INDO US TB PROJECT
DEPARTMENT OF PREVENTIVE AND SOCIAL MEDICINE
JIPMER, PUDUCHERRY – 605006

JIP/PSM/INDOUSTB/CP2/2021/

DATE: 19.02.2021

INTERVIEW VIA “ZOOM” APPLICATION

The following positions to be filled purely on temporary basis under INDO-US TB Project, Dept. of Preventive and Social Medicine, JIPMER. Interested and eligible candidates may email their 2 page CV to the mail ID: **recruitment.indoustb@gmail.com.** (Please mention the Name of the post applied). Last date for sending the CV is 08.03.2021 (until 4.30 PM). Candidates will be shortlisted based on their CV. The shortlisted candidates will receive an email confirmation which will also include details of the Zoom call interview. Selected candidates will be engaged in INDO US TB projects as and when required.

S.No	Name of the post	Qualification	Pay/month (Approx.)	Age limit/ Years
1.	Database Manager	<p><u>Essential:</u></p> <ul style="list-style-type: none"> • PhD in Statistics/ computer science or Master’s degree in Statistics/ computer science with minimum 4 years of experience in computer programming / database management in a research setting. <p><u>Desirable:</u></p> <ul style="list-style-type: none"> • Strong programming skills in SAS, R, or a related programming language. • Understanding of database issues of longitudinal studies. • Relational database experience preferred (MS Access or similar) • Data visualization experience preferred • Experience working with REDCap, preferred. • Analytic skills to maintain and organize large datasets • Superior organizational and data management skills • Ability to work with institutional IT representatives in integrating project needs with available institutional resources and initiatives. • Excellent oral and written communication skills • Strong analytic and computer skills with extensive knowledge of database management. • Prior team management and leadership experience. • Excellent understanding of data administration • Proficient in MS Office (Excel, Access, Word etc.) 	Rs. 56,350/-	Upto 40 years

2.	QC Manager Data	<p><u>Essential:</u></p> <ul style="list-style-type: none"> • Master's degree in statistics/Computer Science or relevant field • 3 years' experience as data manager <p><u>Desirable:</u></p> <ul style="list-style-type: none"> • Proficient in MS Office • Use of SAS, R, SPSS, Access and understanding of database management as it relates to clinical research. • In depth understanding of quality control procedures and relevant legal standards • Good communication skills - work with internal and external partners in data collection, quality assurance and control. • Knowledge on quality control procedures and relevant legal standards • Excellent math abilities and working knowledge of data analysis/statistical methods 	Rs. 36,580/-	Upto 35 years
3.	Technical assistant (IT)/ Part time administrator	<p><u>Essential:</u></p> <ul style="list-style-type: none"> • M.Sc. Computer science in a reputed Institute/University. • Minimum 1 year experience in REDcap/ database management. <p><u>Desirable:</u></p> <ul style="list-style-type: none"> • Knowledge of a variety computer applications to assist investigators and study team in implementation, management and use. • Expertise in software/server maintenance, comfortable working with institutional IT teams in integrating study IT needs with institutional resources and initiatives. • Serves as responsive technical support and expert for team obstacles, can provide training, develop training materials to assist team members and external partners in using platforms advocated by projects. • Creates and maintains SOPs for use of technical applications for projects. • Minimum 6 months' work experience in research projects from a recognized university. 	Rs. 15,000/-	Upto 35 years
4	Data clerk	<p><u>Essential:</u></p> <ul style="list-style-type: none"> • Bachelor degree in any discipline. • 2 years' experience in research projects in a reputed Institute/hospital. <p><u>Desirable:</u></p> <ul style="list-style-type: none"> • Tamil translation and typing • Experience with Microsoft Office (Microsoft Excel, Microsoft Word) with email, cloud storage, and video conferencing. • Organized, able to work independently with internal and external partners. 	Rs. 18,000/-	Upto 35 years

NOTE:

1. Validity of the selected list is valid for **One year** from the date of publication of results and renewable accordingly.
2. Qualification and experience should be in relevant discipline/field and from an institute of repute. Experience should have been gained after acquiring the minimum essential qualification.
3. Qualification, experience, other terms and conditions may be relaxed/ altered at the discretion of the Project Investigator.
4. Experience in Tuberculosis research will be considered as the most desire qualification and upper age limit may be relaxed based on experience in TB research.
5. The posts are purely on contract basis for an external sponsored project, and no claim for any other regular post in JIPMER shall be entertained.
6. **Valid email id and mobile number is compulsory.**
7. Consolidated salary of the post may vary from time to time. No other allowance/ facilities other than consolidated salary shall be extended.
8. Decision of the Principal Investigator will be final.
9. No TA/ DA will be paid for the interview.
10. Canvassing of any kind will lead to disqualification.
11. Submission of wrong or false information during the process of selection shall disqualify the candidature at any stage.
12. If performance of the appointee is not found satisfactory by the investigator, appointment can be terminated at any time without any notice.
13. The appointee may be relieved from the current job position, with one month prior notice, failing to do so may be held responsible for paying one month salary.



Principal Investigator

**Principal Investigator
Indo-US TB Project
JIPMER, Puducherry**