

NATIONAL CENTRE FOR DISEASE INFORMATICS AND RESEARCH
Indian Council of Medical Research, Bengaluru.

No. NCDIR/Proj-Rec/7/2021-22/


6-8-2021

Online applications are invited for project posts to be filled up on purely temporary or contractual basis under various projects at ICMR-National Centre for Disease Informatics and Research, Bengaluru.

Place of duty: ICMR-National Centre for Disease Informatics and Research, Bengaluru.

I. 'CaRes NER – A Multidisciplinary Research Programme for Prevention and Control of Cancer in North Eastern States in India' at ICMR-NCDIR, Bengaluru.
 {Initially for a period of one year and may be extended based on requirement of the organization}


Sl. No	Name of the Post	Consolidated Salary per month	No. of Vacancies & Reservation	Age Limit	Qualifications		Job Description
					Essential	Desirable	
1	Research Associate - I	Rs. 46,800/-	1 Post (UR)	40 Years (In case of women candidates the upper age is relaxed by two years)	MD/MS or equivalent DNB – Medicine / Surgery / Community Medicine / Pathology / Pediatrics / Hospital Administration and other relevant discipline with at least one research paper in Science Citation Indexes (SCI) Journal. OR Ph. D in Biostatistics / Epidemiology / Public Health with at least one research paper in Science Citation Indexes (SCI) Journal.	Post-Graduation Qualification in Epidemiology or Public Health (MAE/MPH/M.Sc/PhD etc) OR Two years' Experience in NCD epidemiology/ health systems/ data science/ translational research/ public health programmes.	To develop programmees for research and training, plan & undertake research on different aspects of research projects on non-communicable diseases, to provide assistance in conducting research work and do data analysis related to the project or as assigned from time to time. Preparation of reports and policy briefs.


 प्रशासनिक अधिकारी / Administrative Officer
 एन सी डी आई आर (आई सी एम आर), बेंगलुरु
 NCDIR (ICMR), Bengaluru

SI.No.1233

II. 'Developing a Public Health informatics platform in India for a view of Health and Disease under Epidemiology Data Analytics (EDA) of Interdisciplinary Cyber Physical Systems (ICPS) Programme of the Department of Science and Technology (DST), GOI' at ICMR-NCDIR, Bengaluru (Upto 16-5-2022)

Sl. No	Name of the Post	Consolidated Salary per month	No. of Vacancies & Reservation	Age Limit	Qualifications		Job Description
					Essential	Desirable	
1	Research Associate - I	Rs. 46,800/-	1 Post (UR)	40 Years (In case of women candidates the upper age is relaxed by two years)	MD/MS or equivalent DNB – Medicine / Surgery / Community Medicine / Pathology / Pediatrics / Hospital Administration and other relevant discipline with at least one research paper in Science Citation Indexes (SCI) Journal. OR Ph. D in Biostatistics / Epidemiology / Public Health with at least one research paper in Science Citation Indexes (SCI) Journal.	Post-Graduation Qualification in Epidemiology or Public Health (MAE/MPH/M.Sc/PhD etc) OR Two years' Experience in NCD epidemiology/ health systems/ data science/ translational research/ public health programmes.	To develop programmees for research and training, plan & undertake research on different aspects of research projects on non-communicable diseases, to provide assistance in conducting research work and do data analysis related to the project or as assigned from time to time. Preparation of reports and policy briefs.


 प्रशासनिक अधिकारी/Administrative Officer
 एन सी डी आई आर (आई सी एम आर), बेंगलुरु
 NCDIR (ICMR), Bengaluru




III. 'Incidental Gall Bladder Cancer and other pre malignant Gall Bladder Condition in India towards early detection of Gall Bladder Cancer' at ICMR-NCDIR, Bengaluru. {Up to 31-1-2022}

SI No	Name of the Post	Consolidated Salary per month	No. of Vacancies & Reservation	Age Limit	Essential	Desirable	Job Description
1	Senior Project Assistant	Rs. 17,000/-	1 (UR)	28 Years	i) 12th Pass OR equivalent from a recognized board with five years' experience of administration work, OR ii) Graduate in any discipline from recognized university with two years' experience of administration work, and iii) Typing speed @ 35 wpm in English or @30 wpm in Hindi or 10500 KDPH in English or 9000 KDPH in Hindi.	(i) Five years' experience in Establishment / Stores and Accounts in Govt. Organizations/ Autonomous Bodies/ Central & State Universities /Semi Govt. Organizations. (ii) Knowledge of preparation of Budget, Finalization of accounts, maintenance of cash book, Ledger etc. (iii) Qualification in Stenography will be an added advantage.	Noting and drafting, correspondence with centres. Preparation of budget & Utilization Certificates, letters, pay bills, TA claims etc. All project related work as assigned from time to time and miscellaneous day to day administrative /accounts work.

प्रशासनिक अधिकारी/Administrative Officer
एन सी डी आई आर (आई सी एम आर), बेंगलुरु
NCDIR (ICMR), Bengaluru.

Terms and Conditions:

1. Interested and eligible candidates should apply preferably ONLINE through the website www.ncdirindia.org. Duly filled application affixing recent passport size photograph along with self-attested copies of all relevant certificates and experience should be sent to ICMR-NCDIR, Bengaluru before **26-08-2021 by email (adm.ncdir@gov.in)**. While sending application by email candidates should attach ICMR-NCDIR application format, along with documents related to education and experience in chronological order. (Pdf format)
2. Community/ Caste certificate: Candidates applying under OBC category shall submit self-attested copy of OBC Non – Creamy Layer Certificate in specified format, issued within one year from the closing date of application by the appropriate authority. Only Non-Creamy Layer OBC certificate issued within one year will be accepted and other certificates will not be accepted.
3. Age relaxation against post earmarked for reserved candidates will be as per Govt. of India Norms.
4. Persons already in regular time scale service under any Government Department / Organizations are not eligible.
5. Qualification and experience should be in relevant discipline/ field and from a reputed institution/ organization recognized by relevant authority. Experience shall count from the date of completion of minimum educational qualification.
6. Submission of incorrect or false information during the process of interview/ personal discussion through video conferencing shall disqualify the candidature at any stage.
7. Mere fulfilling the essential qualification/ experience does not guarantee selection.
8. Above post is contractual for a period of six months, subject to satisfactory performance and requirement of the institute, the contract will be extended.
9. Age will be reckoned from the last date of receipt of application by email i.e **26-08-2021**.
10. This post is purely temporary and co-terminable with the project. Employees will be engaged on consolidated pay basis.
11. The appointment will be made on the basis of results of interview / personal discussion through video conferencing mode.
12. Selected candidate will not have any right to claim for regular appointment in the Council on the basis of contract appointment.
13. Late received applications will not be considered. Only short-listed candidates will be called for interview/video conferencing, no correspondence will be entertained in this regard.
14. Incomplete applications, without photograph or without copies of relevant certificates will not be entertained. The Director, ICMR-NCDIR reserves the right to increase or decrease the no. of posts or reject the applications or cancel the notification without assigning any reason thereof.
15. No TA/DA will be paid for appearing in interview/video conferencing. Any canvassing by or on behalf of the candidates or to bring political or other outside influence with regard to selection/recruitment shall be disqualification.
16. Shortlisted candidates will be called for interview personal discussion and / or video conferencing after verification of essential qualification and experience. Bad connection/ connection failure from any side during interview / personal discussion will not be a responsibility of ICMR-NCDIR, Bengaluru


प्रशासनिक अधिकारी/Administrative Officer
एन सी डी आई आर (आई सी एम आर), बेंगलुरु
NCDIR (ICMR), Bengaluru

SCHEDULE FOR SUBMISSION OF ONLINE APPLICATION BY EMAIL AND INTERVIEW PERSONAL DISCUSSION/ OR VIDEO CONFERENCING


Sl. No	Post	No. of posts	Date and time of submission of online application by email	Date and time of personal discussion/ or video conferencing
1	Research Associate – I	2 Posts	<u>26-08-2021 till 05:00 PM</u>	Date of personal discussion / video conferencing will be intimated to eligible / shortlisted candidates
2	Senior Project Assistant	1 Post		
	Total	3 Posts		

The selected candidate should bring original certificates at the time of joining (1) Educational qualification (2) Proof of Date of birth (3) Experience certificates/testimonials (4) One-self attested recent passport size photograph (5) ID Proof (Ex. PAN/Voter ID/Driving License etc.) (6) Three sets of self-attested photocopies of all documents. (7) SC/ST/OBC/PWD Certificates, if applicable. (8) Candidates should submit all certifications/testimonials in original for verification. Candidates who fail to bring the original certificates will not be allowed to report the duty.

NOTE

- Guidelines for applying online are given in Annexure-I
- Shortlisted candidates will be called for interview / personal discussion through video conferencing after verification of essential qualification and experience.
- Any Addendum/Corrigendum in respect of above vacancy notice shall be issued on our websites www.ncdirindia.org only and no separate notification shall be issued in the press. Applicants are requested to regularly visit our website to keep themselves updated.

Sd/-
DIRECTOR
 ICMR-NCDIR, Bengaluru


 प्रशासनिक अधिकारी/Administrative Officer
 एन सी डी आई आर (आई सी एम आर), बेंगलुरु
 NCDIR (ICMR), Bengaluru