

Advt. No. 01/2021/ICMR-NIVMU

Date: 31/03/2021

Following positions would be filled up purely on temporary contract basis for our ad-hoc research projects through Interview via video conference at ICMR-National Institute of Virology, Mumbai Unit, Haffkine Institute Compound, Acharya Donde Marg, Parel, Mumbai – 400 012, Maharashtra, India.

S. No.	Post	No. of Vacancies	Reserved for Category	Consolidated Salary
1	Technical Assistant	3	OBC-1 (Backlog), SC-1, UR-1	Rs. 31,000/-
2	Research Assistant	1	OBC-1	Rs. 31,000/-
3	Laboratory Technician	4	[OBC-1, ST-1, UR-1 (Backlog)] UR-1	Rs. 18,000/-
4	Clerical Assistant	1	UR (Backlog)	Rs. 17,000/-
5	Multi-Tasking Staff	1	UR (Backlog)	Rs. 13,450/-
6	Technical Officer	1	UR (Backlog)	Rs. 32,000/-
	Total	11		

Note: The vacancies mentioned above are tentative, may increase or decrease without any prior intimation

Selection Procedure:

Interested candidates may apply to The Director, ICMR-NIV, Pune through email at: nivmurecruit@gmail.com. The prescribed format of application form can be downloaded from ICMR-NIV website www.niv.co.in. **The duly filled application form without enclosures should reach the above locations upto 5:00 PM on or before 16.04.2021. The relevant documents should not be attached at this stage.** In case the number of applicants is large only shortlisted candidates will be called for the Video Conference (VC). The VC platform, date & time of video conference interview and the login credentials will be communicated later. Candidates who fail to logon to the VC platform at the allotted date and time will not be considered. The Director, ICMR-NIV, Pune reserves the right to change the date and time of the interview, selection procedure or cancel the recruitment without assigning any reasons thereto.

Details of educational qualification and other requirements are as follows:

Sr. No.	Post	Essential Qualification	Desirable Qualifications	Age Limit
1	Technical Assistant (3-Post)	Graduate in Biological Science / Biotechnology/ Microbiology/ Molecular Biology/ Genetic Engineering relevant subjects from a recognized university with three years work experience from a recognized institution or Master's	<ul style="list-style-type: none"> Laboratory experience in Molecular Biology/Tissue culture techniques/ Bioinformatics, Virological techniques, Serology, handling infectious agents and fieldwork. 	30 years

		degree in the biological science subject	<ul style="list-style-type: none"> • Knowledge of computer applications and data management. 	
2	Research Assistant (1-Post)	Graduate in Biological Science / Biotechnology/ Microbiology/ Molecular Biology/ Genetic Engineering relevant subjects from a recognized university with three years work experience from a recognized institution or Master's degree in the biological science subject	<ul style="list-style-type: none"> • Laboratory experience in Molecular Biology/Tissue culture techniques/ Bioinformatics, Virological techniques, Serology, handling infectious agents and fieldwork. • Knowledge of computer applications and data management. 	30 years
3	Laboratory Technician (4-Post)	12 th Pass in Science subjects and two years diploma in Medical Laboratory Technician or PMW or radiology/ radiography or related subject) or one year DMLT plus one year required experience in a recognized organization or two years field / laboratory experience* or animal house keeping in Government recognized organization. *B.Sc. degree shall be treated as 3 years experience	<ul style="list-style-type: none"> • Master's degree in Life Sciences/Microbiology/ Biotechnology • Knowledge of computer applications • Experience in Research Laboratory and field/handling blood samples, performing serological assays 	30 years
4	Clerical Assistant (1-Post)	12th Pass or equivalent from a recognized board with 5 years experience of administrative work, or Graduate in any discipline with 2 years experience of administration work, and a typing speed of 35 wpm in English or 30 wpm in Hindi or 10500 KDPH in English or 9000 KDPH in Hindi	<ul style="list-style-type: none"> • Graduate degree in Commerce or Computers • Knowledge of Tally & other computer applications • Work experience in Accounts & Administration 	28 years
5	Multi-Tasking Staff (1-Post)	High School or equivalent	<ul style="list-style-type: none"> • Graduate degree in any discipline • Knowledge of computer applications • Experience in Research Laboratory and field work 	25 years
6	Technical Officer (1-Post)	Graduate in Science/relevant subjects from a recognized university with five years work experience from a recognized Institution or Master's degree in the relevant subject	<ul style="list-style-type: none"> • Laboratory experience in Virology/ Immunology/ Molecular Biology/ Tissue culture techniques/ Serology/ handling infectious agents • Candidates having experience in Flow Cytometry will be given priority • Knowledge of computer applications and data management 	30 years

Terms and conditions: -

1. Number of vacancies may vary.
2. The position is meant for temporary extramural project for appointment purely on temporary contract basis and co-terminus with the project.
3. Consolidated Salary: The rates of consolidated salary shown in this advertisement are project specific and likely to be modified according to sanction of the funding agency of the Project.
4. Age Concession: Age relaxation will be admissible to various categories of candidates as per GOI and ICMR rules.
5. Cut-off date for age limit will be the date of video conference interview.
6. Qualification & experience should be from an Institution of repute. Experience should have been gained after acquiring the minimum essential qualification.
7. Mere fulfilling the essential qualification does not guarantee the selection.
8. Persons already in regular time scale service under any Government Department / Organizations are not eligible to apply.
9. The appointment may be renewed as per the need of the project subject to satisfactory performance of the candidate and approval of the competent authority.
10. The institute reserves rights to consider or reject any application/candidature.
11. Submission of wrong or false information during the process of selection shall disqualify the candidature at any stage.
12. Project personnel cannot be permitted to register for Ph.D., due to time constraints.
13. Payment of salary/stipend/consolidated emoluments to the project staff shall be depending upon availability of funds from funding agency of the project.
14. The place of posting will be ICMR-National Institute of Virology, Mumbai Unit, Haffkine Institute Compound, A. D. Marg, Parel, Mumbai – 400 012.
15. The personnel engaged in project mode shall not have any claim on a regular post in this institute or in any Department of Government of India and their project service will not confer any right for further assignment. Benefits of Provident Fund, Pension Scheme, Leave Travel Concession, Medical claim, etc. are not admissible.
16. The Project Investigator and/or Appointing authority reserves the right to terminate the service of project personnel even during the agreed contract period or extended contract period without assigning any reason.
17. Leave shall be as per the ICMR rules applicable to ad hoc project staff.
18. NIV reserves the right to cancel/modify the recruitment process at any time, during the process, at its discretion.
19. The decision of the Director, NIV will be final and binding.
20. Canvassing in any form will be a disqualification.
21. Corrigendum/addendum/further information; if any; in respect of this advertisement, will be published on NIV websites only.
22. Prior intimation of attending for Interview via video conference may please be given to email id: nivmurecruit@gmail.com, at least two days before the interview.
23. No candidate shall be entertained after their allotted time slot on the day of interview.

Director
ICMR-National Institute of Virology, Pune

ICMR-National Institute of Virology, Mumbai Unit

BIO-DATA

1.	Name of the Post, applied for	:		<p>Latest Photograph</p>
2.	Name of the Project	:		
3.	Name in full (IN BLOCK LETTERS)	:		
			[SURNAME] [NAME] [FATHER/HUSBAND]	
4.	Mother's Name	:		
	Father's Name	:		
	Husband's Name	:		
5.	Address for Correspondence with Tel/Mobile No. E-mail ID	:		
6.	Permanent Address	:		
7.	Date of Birth	:		Age: <u> </u>
8.	Whether SC/ST/OBC/General	:		Caste: <u> </u>
9.	Marital Status	:	Married / Unmarried	
10.	Educational Qualifications	:		

SN	EXAM. PASSED	GRADE	YEAR OF PASSING	BOARD / UNIVERSITY	SPECIALIZATON

11. Work Experience

SN	Period				Post Held	Name of Employer	Reason for leaving
	From date	To date	No. of Yrs	No. of Mths			

12. If selected what period would you require joining the post: _____

13. Have you ever been declared unfit by a Medical Board / Court _____ Yes / No _____ for appointment in any Govt. Service? If yes, details _____

I hereby declare that the particulars furnished in this form by me are true to the best of my knowledge and belief. Furnishing of false information or suppression of facts will be disqualification and is likely to render the candidate unfit.

Date: _____

Signature of the candidate