

Advt. No. 02/2023/Project/NIVMU

Date: 31/05/2023

Applications are invited in the prescribed format attached herewith for the following temporary contract positions for ad-hoc research projects at ICMR-NIV, Mumbai Unit through written exam/personal discussion which will be communicated later.

The application without enclosures in the standard format should reach us through google form mentioned below upto 05:30 pm on or before 15.06.2023. The relevant documents should not be attached at this stage. The appointment to the respective contract posts will be initially for a period of six months which will be extended further as per requirement / extension of the project.

VACANCY NOTIFICATION FOR TEMPORARY CONTRACTUAL POSITIONS

Sr.	Name of Post	No. of posts	Consolidated Salary	Reserved for Category	Project Name	Application Form Links. Please copy paste entire link
1	Project Technician-III (Lab Technician)	1	Rs. 18,000/-	OBC (Backlog)	National Polio Surveillance Programme	https://forms.gle/CVdBUWeXEJ58cVD7
2	Data Entry Operator Grade-A (Asst. Data Manager)	1	Rs. 17,000/-	UR (Backlog)	National Polio Surveillance Programme	https://forms.gle/5CVR2UExXqc5u2d76
3	Project Assistant (Clerical Assistant)	1	Rs. 17,000/-	UR	Studies on Polio and Non-Polio enterovirus infections in patients with immunodeficiency at multiple medical institutes across India (2022-23)	https://forms.gle/zLN2ytmQGkS1QqGM6
4	Project Multi-Tasking Staff	1	Rs. 15,800/-	OBC (Backlog)	Prevention & control of diseases - Development of Tools to prevent outbreak of epidemics.. MR-VRDL	https://forms.gle/MNTFuEgNqNAxG39H9

Note: The vacancies mentioned above are tentative, may increase or decrease without any prior intimation. In case the number of applicants is large only shortlisted candidates will be called for

exam/interview. 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	Project Technician-III (Lab Tech)	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
2	Data Entry Operator Grade-A	Intermediate or 12th pass from recognized board. A speed test of not less than 8000 key depressions per hour through speed test on computer	<ul style="list-style-type: none"> • B.Sc. in Science / Bachelor's degree in Computer Application / IT from a recognized institution/ university • At least 1 year work experience in Research Institution 	25 years
3	Project Assistant (Clerical Assistant)	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
4	Project Multi-Tasking Staff	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

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 is upto the last date of receipt of applications.

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.

Director-in-Charge
ICMR-National Institute of Virology, Pune