

**INDIAN COUNCIL OF MEDICAL RESEARCH**  
**ANSARI NAGAR, NEW DELHI – 110 029**

**WALK IN INTERVIEW FOR POST OF RESEARCH ASSISTANT**  
**Division of Reproductive, Child Health & Nutrition**

**Dated: 17/3/2023**

A walk-in interview will be conducted for the post of Research Assistant under the ICMR funded project titled “**National Registry on rare and other inherited disorders**” on a purely temporary basis at ICMR headquarters.

**Date and time:** 31/3/2023, 9 am. (Reporting time)

**Venue:** C.G Pandit Board room, 1<sup>st</sup> floor ICMR, HQ, V.Ramalingaswami-bhawan, near AIIMS gate. No. 2, New Delhi-110029.

• **RESEARCH ASSISTANT (UR)**

<b>S No.</b>	<b>Position</b>	<b>Qualification required</b>	<b>No. of posts</b>	<b>Remuneration</b>
<b>01</b>	Research Assistant (UR)	Graduate in science/ Finance & Accounts/ Commerce/ Statistics, Computer Science/ Public Health from a recognized university with three years work experience from a recognized institution. <b>OR</b> Master's Degree in Science, Finance & Accounts, Commerce, Statistics, Computer Science , Public Health from a recognized university <b>Desirable Qualification</b> 1. Proficiency in Computer handling and MS Word, Excel, Power Point, knowledge of statistical tools. 2. Experience in data collection, data cleaning, data handling and report writing 3. Should possess excellent written and oral communication skills.	01	Rs. 31,000/- pm fixed
<b>02</b>	Age Limit	up to 30 years		
<b>03</b>	Period of engagement	From the date of appointment till project duration.		
<b>04</b>	Nature of Duty	1. Assisting in conducting, monitoring and co-ordinating the activities of the project. 2. Assisting in the modification of web based platforms, computer applications as per the study needs 3. Any other duty assigned by the PO		

<b>05</b>	Documents required	Candidate must bring his/her duly filled in application form in the prescribed format with a recent passport size colour photograph along with a detailed bio-data/C.V. and all relevant documents; <b>duly self-attested</b> on the day of interview in proof of his/her educational qualifications [all certificates and mark-sheets from 10 <sup>th</sup> Std. onwards], working experience, age, caste and <b>photo id</b> [Aadhar Card/Indian Passport/PAN Card/Driving License] etc.,
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**General Terms and conditions: -**

1. Number of positions may vary.
2. These positions are meant for temporary projects and co-terminus with the project.
3. Engagement of the above advertised Project Positions will depend upon availability of funds, functional requirements and approval of the Competent Authority. Therefore, we are not committed to fill up all the advertised Project Positions and the process is liable to be withdrawn / cancelled / modified at any time.
4. Cut-off date for age limit will be as on the date of **the interview**.
5. Age relaxation will be as per the guidelines of ICMR.
6. 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.
7. 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.
8. Mere fulfilling the essential qualification does not guarantee the selection.
9. Persons already in regular time scale service under any Government Department / Organizations are not eligible to apply.
10. No TA/DA will be paid to attend interview / personal discussion and candidates have to arrange transport/accommodation themselves.
11. ICMR reserves rights to consider or reject any application/candidature.
12. Submission of wrong or false information during the process of selection shall disqualify the candidature at any stage.
13. The persons engaged on Project Human Resource Positions cannot be permitted to register for Ph.D., due to time constraints.
14. The persons engaged on Project Human Resource Positions shall **not** have any claim on a regular post in ICMR or in any of its Institutes/Centers or in any Department of Government of India and their project term with breaks or without breaks in any or multiple projects will not confer any right for further assignment or transfer to any other project or appointment/absorption/regularization of service in funding agency or in ICMR. Benefits of Provident Fund, Pension

Scheme, Leave Travel Concession, Medical claim, Staff Quarters and other facilities applicable to the regular staff of ICMR etc. are **not** admissible to the project human resource positions.

15. Successful candidates will normally be engaged on Project Human Resource Position initially for a period of one year or less, depending upon the tenure of the Project and functional requirements. Continuation / Extension to engagement of Project Human Resource Positions will be depending upon evaluation of performance, tenure of the project, availability of funds, functional requirements and approval of Competent Authority. The maximum term of any Project Human Resource Position in any or multiple projects, with breaks or without breaks shall be five years only. The concerned Project Investigator, Division Head and Head of the host Institute shall personally be responsible and accountable for the continuation / extension given if any without prior concurrence of the Director General, ICMR to any project human resource position beyond five years either with or without breaks in any or multiple projects.
16. 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.
17. Leave shall be as per the ICMR's policy for project human resource positions.
18. ICMR reserves the right to cancel/modify the process at any time, at its discretion.
19. The decision of the Competent Authority 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 our website only. Hence, the candidates are advised to see the website of ICMR regularly for further updates related to this advertisement.



10. Work Experience (Certificates in proof of experience must be supported):

Name of Employer	Post	From date	To date	Reason for leaving

Total Experience gained after acquiring the minimum essential qualification (in years): \_\_\_\_\_

11. Details of NET/GATE/National level exams passed, if any.

Exam passed	Date of passing	Valid till

12. If selected what period would you require to join: \_\_\_\_\_

Note: Additional information, if any can be provided on a separate paper or on overleaf of this page.

Declaration: 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: \_\_\_\_\_

Place: \_\_\_\_\_

Name of the candidate: \_\_\_\_\_