



Advt. No.: File No. O/o.DDG(A)PM-ABHIM/2022

Dated: 17.01.2023

Applications are invited for the following positions as part of PM-ABHIM Scheme implementation at ICMR HQ purely on temporary contract basis:-

Required qualifications and other details are given below:-

Sl No.	Name of Position	Admin Executive (Group- I)
1.	Number of Posts	EWS (01) and Unreserved (01)
	Essential Qualifications and Experience	First Class three years degree, with 05 years experience from health sector in any reputed organization.
	Desirable	First Class PG/MBA (HR/Procurement & Supply Chain Management/IT & MIS Management), with 03 years experience in any reputed organization
	Monthly Consolidated Remuneration	Maximum Rs.50,000/- depending upon education, experience, and knowledge.
	Max-Age	40 Yrs
	Tenure	One Year
2.	DEO (Group -II)	OBC (01) and Unreserved (01)
	Essential Qualifications and Experience	First Class or equivalent CGPA three year Degree in Computer Science/IT and one year DOEACC 'A' level or two years' experience in similar EDP work, in any reputed organization. A speed of not less than 8000 key depressions per hour (kdph) in computer through a speed test.
	Desirable	First Class or equivalent CGPA M.Sc/Post Graduation in Computer Science/Information Technology, as per the requirement of the project.
	Monthly Consolidated Remuneration	Maximum Rs.31,000/- depending upon education, experience, and knowledge.
	Max-Age	40 Yrs
	Tenure	One Year

Other Information:-

- 1) Candidates who wish to appear for the above mentioned post may download the application form from the websites of <http://main.icmr.nic.in>.
- 2) Age, Qualification, Experience etc., will be reckoned as on the last date of application.
- 3) Mere fulfilling the essential qualification does not guarantee for the selection.
- 4) It may be mentioned here that incomplete applications, application not submitted in prescribed format and application without supportive documents asked for shall be summarily rejected.

- 5) Person already in regular time scale service under any Government Department/Organizations are not eligible to apply.
- 6) Only shortlisted candidates will be called to attend interview at scheduled date & time.
- 7) No TA/DA etc., will be paid to the candidate appearing for Written test/interview.
- 8) Selected candidate will have no claim for regular appointment in any ICMR Institutes/ Centres for continuation of his/her services in any other project.
- 9) Any canvassing by or on behalf of the candidate or bringing political or other outside influence with regard to selection shall be a disqualification and such candidates will not be considered.
- 10) The Director-General has the right to accept/reject any application without assigning any reason(s) and no correspondence in this matter will be entertained.
- 11) The applicants are advised to visit our website regularly for any updates and changes in the recruitment.
- 12) Kindly send your completed application to this e-mail id:- dharmesh.lal@icmr.gov.in (before 27.01.2023)

11. Work Experience

Name of Employer	Post	From date	To date	Reason for leaving

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: _____