

## INDIAN COUNCIL OF MEDICAL RESEARCH

Adv. No. F&A/PM-ABHIM/Staff/2021-22

Dated: 09<sup>th</sup> March 2022

### NOTICE FOR WALK-IN-INTERVIEW

Indian Council of Medical Research (ICMR) is an autonomous organization under the Department of Health Research, Ministry of Health & Family Welfare, New Delhi. For working in a Central Sponsored Scheme entitled PM-Ayushman Bharat Health Infrastructure Mission (PM-ABHIM), candidates are invited for **Walk-in-Interview** for the position of **Project Assistant** in the Finance and Accounts Wing of ICMR Headquarter Office, fulfilling the following criteria;

Essential Qualifications	Graduate in Commerce from a recognized University with 3 years work experience from a recognized Institution or Master in Commerce
Desirable Qualification	Diploma in Computer Application
Age limit	Between 18 to 30 years
Emoluments	Consolidated Rs. 31,000/- per month. No other allowances will be payable.
No. of Posts	One (Un-Reserved)

#### Terms and Conditions:

1. Interview is on **07<sup>th</sup> April 2022** at **10:30 am** in the Finance and Accounts Wing of **ICMR Headquarters, New Delhi**. Entry of candidates after 10:00 am will not be allowed.
2. This position is meant for temporary scheme and is co-terminus with the scheme.
3. Age relaxation and leave will be applicable as per the ICMR Project Guidelines, 2016.
4. Mere fulfilling the essential qualification / experience does not guarantee for selection.
5. No TA / DA will be paid to attend interview / personal discussion / written test.
6. ICMR reserves the right to consider or reject any application / candidature without assigning reason.
7. Selected candidate shall not have any claim on a regular post in ICMR Headquarter or in any of its Institutes / Centres.
8. Reserved category candidates must produce their latest Caste Validity Certificate. OBC candidates must possess a latest valid non-creamy layer certificate.
9. Selected candidate will normally be engaged initially for a period one year or less, depending upon the functional requirements. Continuation / Extension of engagement of this position will depend upon the evaluation of performance, functional requirement and approval of the Competent Authority.
10. Candidates have to bring two copies of Bio-Data in the prescribed format with a recent passport size color photograph along with self attested copies in proof of his / her educational qualifications (all certificates and mark sheets from 10<sup>th</sup> standard), working experience, age, caste and photo – ID (Aadhar Card) etc for appearing in the interview. The candidates are also required to bring original certificates and testimonials for verification at the time of interview.
11. Selected candidate will have to join the duty immediately on receipt of the offer letter.
12. Corrigendum / addendum / further information; if any, in respect of this advertisement, will be published on ICMR website only. Hence, candidates are advised to check the ICMR website regularly for further updates related to this advertisement.

  
(Assistant Director General [Finance])

**Application Form for the post of Project Assistant**

1. Name of the applicant : .....
2. Father's / Husband's Name : .....
3. Gender (Male / Female) : .....
4. Date of Birth : .....
5. Age as on 01.03.2022 : .....
6. Category (UR / OBC / SC / ST / EWS): .....
7. Present Address (with Pin Code): .....
- .....
8. Permanent address (with Pin Code): .....
- .....
9. Mobile No. : .....
10. Email ID : .....

Paste self  
attested recent  
colored passport  
size photograph

11. Academic & Professional Qualifications (starting from Higher Secondary):

S. No.	Name of the Exam	Board / College Name	Year of Passing	% of Marks Obtained
1.	10 <sup>th</sup>			
2.	10 + 2			
3.	Graduation (Commerce)			
4.	Master (Commerce)			

12. Details of experience - Starting with the current / most recent one:

S. No.	Organization Name	Designation	From	To	Nature of Work being performed	Last Salary Drawn	Reason for leaving
1							
2							
3.							

13. Total experience in years: .....

14. Knowledge of Computer (specify the Degree / Diploma): .....

15. Any other information: .....

**DECLARATION**

It is certified that the information provided as above is true & complete in all respects and to the best of my knowledge and belief. If anything found wrong / incorrect, my candidature stands cancelled.

(Signature and Name of the Applicant)