



भारतीय आयुर्विज्ञान अनुसंधान परिषद INDIAN COUNCIL OF MEDICAL RESEARCH

वी. रामलिंगस्वामी भवन, अन्सारी नगर, पोस्ट बॉक्स 4911, नई दिल्ली - 110 029
 V. RAMALINGASWAMI BHAWAN. ANSARI NAGAR. POST BOX 4911. NEW DELHI - 110 029

Applications are invited from the eligible candidates for the following Posts (on Purely Contractual basis) under the project entitled: “**ICMR Capacity Building for Disease Estimation and Projection**” under the Division of Epidemiology and Communicable Diseases. Applicant are requested to submit their duly filled application by email (preferred)/post latest by **4th August 2021 by 5:00 pm**. After short listing, **interview will be conducted through Video Conferencing**. The applicants are advised to visit our website regularly for any updates and changes in the recruitment.

A. Research Associate-III	
Name of the Post	Research Associate-III (Purely contractual)
Pay Matrix	Rs. 54,000 + HRA pm (fixed) consolidated
Number of Posts	One
Upper Age Limit	Not exceeding 35years
Essential Qualification and Experience	PhD in Anthropology/Population Studies from a recognized university or having 3 years of research, teaching and design and development experience after MA/MSc in relevant subject with at least one research paper in SCI/Scopus/Web of Science listed journals
Desirable Experience	<ul style="list-style-type: none"> • Knowledge of quantitative and qualitative data analysis of public health data using software • Experience in community-based research, data analysis and documentation • Previous experience of writing reports and scientific documents • Working knowledge of computer and MS Office
Nature of Duties	<ul style="list-style-type: none"> • Overall coordination and conduct of the project with the study team • Data Management • Quantitative and qualitative data analysis • Report writing • Drafting research manuscripts • Drafting policy briefs
Duration	Initially for one year

B. Assistant	
Name of the Post	Assistant (Purely contractual)
Pay Matrix	Rs: @ 32,000/- as per ICMR Rules

Number of Posts	One (Unreserved-UR)
Upper Age Limit	Not exceeding 30 Years
Essential Qualification and Experience	Graduate in any discipline from a recognized university with five years of experience related to administration/finance and accounts work
Desirable Experience	<ul style="list-style-type: none"> • Preferably Master degree in Commerce • Work experience in a research organization • Knowledge and experience of administrative work • Working knowledge of Computer and MS Office
Nature of Duties	<ul style="list-style-type: none"> • To assist all the staff under the project • To carry out miscellaneous work as and when required • To work in team while undertaking and sharing the responsibilities with other project staff • To manage and maintain databases • To obtain progress reports from all the mentees for approvals • To oversee file management of the projects and their administrative approvals in time
Duration	Initially for one year

Selection Procedure:

Candidates will be shortlisted on the basis of fulfilment of essential qualification and desirable experience. Thereafter, list of eligible candidates for interview will be endorsed on ICMR website. However, if a greater number of candidates are found eligible for the post advertised, Written Test/ Skill Test may also be conducted on the same day for final round of Interview as per ICMR rules. Desired applicants may submit their duly filled application form (Copy enclosed) along with a copy of their bio-data and supporting documents by electronic mail (preferred) or through postal mail.

General Terms and Conditions:

1. Qualification/degree should be from a recognized Institution/University.
2. Mere fulfilling the essential qualification/ experience does not guarantee for selection.
3. Cut-off date for age limit will be as on the date of last date for submission of applications. Age relaxation will be as per the guidelines of ICMR.
4. 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.
5. Canvassing in any form will be a disqualification.
6. Late / Delayed / Incomplete / Unsigned applications will not be considered and rejected straight away without any correspondence.
7. No TA/ DA will be paid either for attending the written test/interview or joining the post.
8. This project 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.
9. 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 staff. Leave shall be as per the ICMR's policy for project staff.
10. ICMR reserves the right to terminate the project even during the agreed contract period or extended contract period without assigning any reason.

11. Persons already in regular time scale service under any Government Department/ Organizations are not eligible.
12. The Director & Appointing Authority has the right to accept/ reject any application without assigning any reason(s) and no correspondence in this matter will be entertained.
13. ICMR reserves the right to cancel/modify the process at any time, at its discretion
14. Interested candidate fulfilling the educational qualifications and experience may apply in the prescribed format. PDF of the duly filled in application format along with copies of all certificates and testimonials may be sent by e-mail (preferred) to hiv.ecd2@gmail.com on or before **4th August 2021 till 5:00 pm**. Candidates may clearly mention the post applied for in the subject of the e-mail and in the application form.
15. If the interested candidates wish to apply by post, the envelope should be super scribed with Name of the Post and Project. The subject shall be clearly mentioned over the envelope as:
Subject:Applications for The Post of Research Associate-III/Assistantfor project “ICMR Capacity Building for Disease Estimation and Projection”
Kind Attention:Administrative Officer, ECD-II
And it should be addressed:
To,
Head of Division
Division of Epidemiology and Communicable Diseases
Indian Council of Medical Research, V. Ramalingaswami Bhawan
Ansari Nagar, New Delhi-110029.