

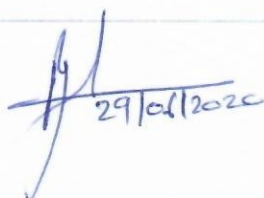
ICMR-NATIONAL INSTITUTE OF CANCER PREVENTION AND RESEARCH

I-7, Sector 39, Noida (U.P) -201301

Tel No: 0120-2446900

Walk-In Interview in Project entitled "ICMR – Task Force Study on "Smokeless Tobacco and Reproductive & Maternal Health (ICMR SLT-RMH study)" under Dr. Prashant Kumar Singh, Scientist-D at National Institute of Cancer Prevention and Research, Noida.

Name of the post	Research Assistant
Number of position	One
Place of posting	NICPR Noida
Essential qualification with Experience	Graduation degree in public health/ population studies/ sustainable development practice/ health psychology/community health/sociology/social work from a recognized university with minimum 3 years of experience OR Master's degree in public health/ population studies/ sustainable development practice/ health psychology/community health/sociology/social work from a recognized university
Skills & Proficiencies	<ul style="list-style-type: none">• Good communication skills (Hindi and English)• Community based data collection• Field study planning and monitoring• Knowledge of statistical methods and hands-on-experience with STATA/SPSS• Report writing
Weightage(s)	<ul style="list-style-type: none">• Previous work/dissertation on health research• Good knowledge of both quantitative and qualitative techniques• Prior experience of community based data collection• Experience of women's health related research in community settings
Nature of Duties	<ul style="list-style-type: none">• Extensive field based research activities in Delhi NCR• Recruit and/or interview subjects. Summarize the interviews.• Develop or assist in the development of interview schedules; contact potential subjects to introduce and explain study objectives and protocol and to arrange interviews, either in person or by telephone.• Identify and compile lists of potential research subjects in accordance with study objectives and parameters, as appropriate to the individual position.• Conduct and record face-to-face and/or telephone interviews with subjects, in accordance with predetermined interview protocol, data collection procedures and documentation standards.• Review and edit data to ensure completeness and accuracy of information; follow up with subjects to resolve problems or clarify data collected.• Will be coordinating the qualitative fieldwork, transcribing interviews and implementation of the study intervention.• Candidate must be ready for the extensive fieldwork including household survey, meeting with different stakeholders identified in the study.• Perform miscellaneous job-related duties as assigned PI, including administrative/accounts related work.• Assist with preparation of all educational and training workshops and evaluation strategies.
Age limit	Not exceeding 30 years
Emoluments	INR 31,000/- (fixed) per month consolidated
Duration of the project	Two years, extendable
Duration of contract	6 months (renewable based on performance)



29/01/2020

Name of the post	Field Investigator
Number of position	One
Place of posting	NICPR Noida
Essential qualification with Experience	Graduation degree in public health/ population studies/ sustainable development practice/ health psychology/community health/sociology/social work from a recognized university with minimum 3 years of experience OR Master's degree in public health/ population studies/ sustainable development practice/ health psychology/community health/sociology/social work from a recognized university
Skills & Proficiencies	<ul style="list-style-type: none"> • Good communication skills (Hindi and English) • Community based data collection • Field study planning and monitoring • Analytical and research skills • In-depth experience of qualitative tools and techniques • Basic knowledge of qualitative and quantitative software • Report writing
Weightage(s)	<ul style="list-style-type: none"> • Previous work/dissertation on health research • Good knowledge of both quantitative and qualitative techniques • Prior experience of community based data collection focused on qualitative methods • Experience of women's health related research in community settings
Nature of Duties	<ul style="list-style-type: none"> • Extensive field based research activities in Delhi NCR • Recruit and/or interview subjects. Summarize the interviews. • Develop or assist in the development of interview schedules; contact potential subjects to introduce and explain study objectives and protocol and to arrange interviews, either in person or by telephone. • Identify and compile lists of potential research subjects in accordance with study objectives and parameters, as appropriate to the individual position. • Conduct and record face-to-face and/or telephone interviews with subjects, in accordance with predetermined interview protocol, data collection procedures and documentation standards. • Review and edit data to ensure completeness and accuracy of information; follow up with subjects to resolve problems or clarify data collected. • Will be coordinating the qualitative fieldwork, transcribing interviews and implementation of the study intervention. • Candidate must be ready for the extensive fieldwork including household survey, meeting with different stakeholders identified in the study. • Perform miscellaneous job-related duties as assigned PI, including administrative/accounts related work. • Assist with preparation of all educational and training workshops and evaluation strategies.
Age limit	Not exceeding 30 years
Emoluments	INR 31,000/- (fixed) per month consolidated
Duration of the project	Two years, extendable
Duration of contract	6 months (renewable based on performance)

J.A.
29/06/20

Name of the post	Multi – Tasking Staff
Number of position	One
Place of posting	NICPR Noida
Essential qualification with experience	Matriculation from recognized institute.
Preference(s)	<ul style="list-style-type: none"> - Certificate training in MS Office or Accounting recognized institute - Prior experience in managing administrative and accounts related files in government organization.
Age limit	Not exceeding 25 years
Emoluments	INR 15,800/- (fixed) per month consolidated
Nature of Duties	Maintaining project related files, official letters, log book, account and stores etc.
Duration of project	Two years, extendable
Duration of contract	6 months (renewable based on performance)

[Handwritten Signature]
29/06/2020

The Terms & Conditions for the post are as follows: (Read carefully before submission)

1. The Posts are purely temporary for the project duration only.
2. The incumbent selected will have no claim for regular appointment at NICPR/ICMR/Govt.
3. Appointment is terminable with one month notice from either side.
4. No benefit of Provident Fund, HRA, CTC, Medical Claims etc. is admissible.
5. Age relaxation for SC, ST, OBC, PwD as per Govt. rules.
6. Age will be counted on **01.06.2020**.
7. No travel charges will be paid to attend the interview.
8. **Date of walk-in-interview has been scheduled on 14.07.2020. No candidate entry will be allowed after 9:30 am in any condition.**
9. The number of positions can be decreased / increased at the discretion of Director, NICPR.
10. The competent authority has the right to screen /reject the candidature or cancel whole selection procedure without assigning any reason.
11. Any type of canvassing will be treated as disqualification.
12. Candidate will download the attached format and fill the application in all respect. Copy of documents (Age, educational qualification, experience, caste etc.) attachment is necessary. Candidate will bring the completed application and submit the same on **14.07.2020** only. The original documents will be tallied same day i.e. on **14.07.2020** before entry to interview.
13. Incomplete, without photo pasted, unsigned applications will not be received and the candidate will not be allowed to participate in the walk-in-interview.
14. Copy of Identity proof (Aadhar/PanCard/ Passport/Driving License-card type) is to be attached and original needs to be bring at the time of examination/interview.
15. Reservation certificate should be as per Govt. of India Rules.
16. Applicants should write the name of the Project and Post on the application.
17. Persons already in regular/permanent service under any Government Department /Organization are not eligible to participate.
18. The selected candidate will work in the project mentioned above or on any other work that may be assigned by the Principal Investigator/Director from time to time.
19. Application must be submitted in the given format only. Applications submitted in any other format will be rejected.
20. No additional time will be given to submit any document etc. later on after interview.
21. Candidates who completely full fill the required criteria may come for interview.



Ishwar Likhar

Administrative Officer
NICPR, Noida