

**NATIONAL CENTRE FOR DISEASE INFORMATICS AND RESEARCH**  
*Indian Council of Medical Research, Bengaluru*

No. NCDIR/Projects-Rec/1/2019-20

04-02-2020

Applications are invited for the post to be filled up on purely temporary or contractual basis for 1 year (extendable) under the project at National Centre for Disease Informatics and Research, Bengaluru.

Place of duty: National Centre for Disease Informatics and Research, Bengaluru.

Place of walk-in-written test and / or personal discussion: National Centre for Disease Informatics and Research, Bengaluru.

**‘Ongoing and proposed bioethics activities of ICMR Bioethics Unit’ at National Centre for Disease Informatics and Research, Bengaluru for 1 year (extendable).**

Sl. No	Name of the Post	Consolidated Salary per month	No. of Vacancies & Reservation	Age Limit	Qualifications		Job Description
					Essential	Desirable	
1	Project Assistant	Rs. 31,000	1 (UR)	30 Years	Graduate in Science/ relevant subjects from a recognized university with three years' work experience from recognized institution or Master's Degree in the relevant subject.	i)Scientific writing & Communication skills. ii)Knowledge of Computer applications.	To provide assistance in the various activities of ICMR bioethics Unit which include:- maintaining files, communication, day to day assistance in typing literature search, record keeping or any other work as assigned.

  
Administrative Officer 4/2/2020  
National Centre for Disease Informatics  
and Research (ICMR), Bangalore

## Terms and Conditions:

1. Interested and eligible candidates may download the prescribed application form from the website [www.ncdirindia.org](http://www.ncdirindia.org) and report for the walk-in written test / personal discussion on the dates mentioned in the next page.
2. Qualification and experience should be in relevant discipline/field and from a reputed institution / organization recognized by relevant authority. Experience shall count from the date of completion of minimum educational qualification.
3. Submission of incorrect or false information during the process of walk-in written test and / or personal discussion shall disqualify the candidature at any stage.
4. Age relaxation against post earmarked for reserved candidates will be as per Govt. of India Norms. Age limit and experience will be considered as on the date of written test and / or personal discussion.
5. No TA/DA will be paid for attending the written test and / or personal discussion.
6. Mere fulfilling the essential qualification / experience does not guarantee selection.
7. Candidates employed in Govt. Service /Semi Govt. Autonomous Bodies of State/Central Govt. should submit a "No Objection Certificate" from their employer.
8. The above post is filled-up on purely temporary basis and contractual basis, co-terminus with the project & the candidate will have no right to claim for Permanent Employment under NCDIR/ICMR or continuation of his/her services in any other project. No benefit of PF, LIC, and Medical Claim is admissible.
9. Community/ Caste certificate: Candidates applying under OBC category shall submit attested copy of OBC Non – Creamy Layer Certificate in specified format, issued within one year from the date of walk-in written test and / or personal discussion by the appropriate authority. Only Non Creamy Layer OBC certificates will be accepted and other certificates will not be accepted. if applicable
10. The post is contractual for the duration offered and may/ or may not be renewed subject to satisfactory performance and project requirement.
11. Canvassing and bringing pressure in any form for short listing and employment will be a disqualification and barred from selection process.
12. The Director reserves the right to increase / decrease the number of vacancies as per requirement or accept/reject any application without assigning any reason thereof and no recommendation in this matter will be entertained.
13. Candidates possessing the above essential qualification and experience may come for walk - in written test and / or personal discussion at National Centre for Disease Informatics and Research, Nirmal Bhawan-ICMR Complex (II<sup>nd</sup>Floor), Poojanahalli, Kannamangala Post, Bengaluru-562110 on the dates indicated below:

  
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**SCHEDULE FOR WRITTEN TEST FOLLOWED BY PERSONAL DISCUSSION**

Sl. No	Post	No. of posts	Date and time of verification of document	Date and time of personal discussion
1	Project Assistant	01 (UR)	24-02-2020 from 9:00 AM to 10:30 AM	24-02-2020 from 10:30 AM onwards

Those appearing for walk - in - written test and / or personal discussion should bring with them original certificates (1) Educational qualification (2) Proof of Date of birth (3) Experience certificates/testimonials (4) One-self attested recent passport size photograph (5) ID Proof (Ex. PAN/Voter ID/Driving License etc.) (6) Three sets of self-attested photocopies of all documents. (7) SC/ST/OBC/PWD Certificates, if applicable. (8) Candidates should submit all certifications/testimonials in original for verification. Candidates who fail to bring the original certificates will not be allowed to attend walk - in - written test and / or personal discussion.

**NOTE**

1. Shortlisted candidates will be called for written test and / or personal discussion after verification of essential qualification and experience.
2. Any Addendum/Corrigendum in respect of above vacancy notice shall be issued on our websites [www.ncdirindia.org](http://www.ncdirindia.org) only and no separate notification shall be issued in the press. Applicants are requested to regularly visit our website to keep themselves updated.

Further information on NCDIR and its Mission/Function can be viewed on the NCDIR website ([www.ncdirindia.org](http://www.ncdirindia.org)).

  
Administrative Officer 4/2/2020  
National Centre for Disease Informatics  
and Research (ICMR), Bangalore

Sd/-  
**DIRECTOR**  
NCDIR, Bengaluru