ICMR - NATIONAL CENTRE FOR DISEASE INFORMATICS AND RESEARCH
INDIAN COUNCIL OF MEDICAL RESEARCH

Department of Health Research, Ministry of Health and Family Welfare, Government of India
Nirmal Bhawan-ICMR Complex (II Floor), Poojanahalli, N.H–7, B. B. Road,
Kannamangala Post, Bengaluru–562 110 (India)

Advertisement No. NCDIR/Projects-Rec/2/2018-19 dated 3-10-2018

WALK-IN-WRITTEN TEST FOLLOWED BY PERSONAL DISCUSSION

Applications are invited for various posts to be filled up on purely temporary or contractual basis under various projects at National Centre for Disease Informatics and Research, Bengaluru.

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

I. 'CaRes NER- A Multidisciplinary Research Programme for Prevention and Control of Cancer in the North Eastern States in India' at NCDIR, Bengaluru (Upto 30-9-2021)

SI No	Name of the Post	Consolidated Salary per month	No. of Vacancies & Reservation	Age Limit	Qualifications		Job Description
					Essential	**Desirable**	
1.	Scientist – B (Medical)	Rs. 68,875 (Including HRA)	1 Post (UR)	35 Years	MBBS / BDS degree with one year Research / Teaching experience from a recognized university.	(i) Additional Post-Doctoral research / teaching experience in the relevant subjects in recognized institute(s); (ii) Knowledge of Computer Applications. (iii) Trained in Public health / Epidemiology / research methodology / Hospital Administration. (iv) Post Graduate Qualification in Epidemiology or Public Health (MAE / MPH /MSc / Ph. D etc.) / Hospital Administration or 2 years' experience in cancer or other NCD Epidemiology/NPCDCS Programme etc.	To develop programmes for research and training related to this project and to provide assistance in conducting research for prevention and control of Cancer and other non-communicable diseases in India. To undertake monitoring / coordination / data management / report writing and publication or any other work as per requirement from time to time.

| SI No | Name of the Post | Consolidated Salary per month | No. of Vacancies & Reservation | Age Limit | Qualifications | | Job Description |
					Essential	Desirable	
2.	Research Associate -I	Rs. 46,800 (Including HRA)	1 Post	40 Years (In case of woman candidate the upper age is relaxed by two years)	MD/MS/MDS or equivalent DNB – Medicine / Surgery / Community Medicine / Pathology / Pediatrics / Hospital Administration and other relevant discipline with at least one research paper in Science Citation Indexes (SCI) journal. OR Ph. D in Biostatistics / Epidemiology / Public Health with at least one research paper in Science Citation Indexes (SCI) journal.	Post Graduate Qualification in Epidemiology or Public Health (MAE/MPH/MSc/PhD etc.) or 2 years' experience in NCD epidemiology / health systems / data science / translational research / public health programmes after essential qualification.	To develop programmes for research and training, plan & undertake research on different aspects of research projects on non-communicable diseases, to provide assistance in conducting research work related to the project or as assigned from time to time. Preparation of reports and policy briefs.
3.	Project Technical Officer (Statistics)	Rs. 32,000	1 Post (UR)	30 Years	Graduate in Statistics / Biostatistics from recognized university with five years work experience from a recognized institution OR Master's degree in the Statistics / Biostatistics from recognized university.	Knowledge of statistics related computer software like SPSS,EPI-INFO, EPISTAT & application packages like MS-Office.	The candidate should provide assistance as data analysis and statistical outputs using modern medical statistical tools for implementation of this project or any other related work as assigned from time to time.

SI No	Name of the Post	Consolidated Salary per month	No. of Vacancies & Reservation	Age Limit	Essential	Desirable	Job Description
4.	Computer Programmer (Grade A)	Rs. 32,000	1 Post (UR)	30 Years	Master's Degree in Computer Application / Information Technology / Computer Science from recognized institution/ university. OR B.E/ B.Tech in Computer Engineering / Computer Science / Computer Technology / Information Technology from a recognized institution / university	Experience in working with Java Technologies – My SQL, JEE, Spring, Hibernate, Eclipse IDE, Apache Tomcat Server, HTML Bootstrap coding, CSS, Java Script and XML.	To develop and run software application programmes for disease data capture, checking, processing, analysis, reporting and providing required assistance to develop outputs on different aspects of the project or may be assigned related responsibilities as per requirement.
5.	Senior Project Assistant (Upper Division Clerk)	Rs. 17,000	1 Post (UR)	28 Years	i) 12th Pass OR equivalent from a recognized board with five years' experience of administration work, OR ii) Graduate in any discipline from recognized university with two years' experience of administration work, and iii) A speed test of not less than 8000 key depression per hour through speed test on computer	(i) Minimum of five years' Experience in Establishment / Stores and Accounts in Govt. Organizations/ Autonomous Bodies/ Central &State Universities /Semi Govt. Organizations. (ii) Knowledge Of Preparation of Budget, Finalization of accounts, maintenance of cash book, Ledger etc. (iii) Qualification in Stenography will be a major advantage.	Preparation of budget & Utilization Certificates, letters, pay bills, TA claims etc. All project related work assigned from time to time and other day to day administrative /accounts work.
6.	Data Entry Operator (Grade A)	Rs. 17,000	1 Post (UR)	25 years	Intermediate OR 12th pass from recognized board. A speed test of not less than 8000 key depressions per hour through speed test on computer.	(i) Bachelor's degree in Computer Application /IT/Computer Sciences from a recognized Institution/ University. (ii) A speed test of not less than 8000 key depressions per hour through speed test on computer. (ii) Knowledge of DTP packages and use of software programmes will be an added qualification.	(i) Typing work, knowledge of data entry and data management related to project (ii) Any other job assigned by this office time to time.

II. 'Implementation of NCDIR electronic Mortality software (NCDIR e-MOR) in hospitals of the National Cancer Registry Programme (NCRP) network in North East India' at NCDIR, Bengaluru. (Upto 31-3-2022)

SI No	Name of the Post	Revised Salary per month	No. of Vacancies & Reservation	Age Limit	Qualifications		Job Description
					Essential	**Desirable**	
1.	Scientist 'C' (Programmer)	Rs. 57,660 (Including HRA)	1 Post (UR)	40 Years	1st class Master's Degree in Computer Application / Information Technology / Computer Science from recognized institution/ university with 4 years' experience OR 2nd class Master's degree with Ph. D in relevant subject from a recognized University with 4 years' of experience. OR B.E/ B.Tech in Computer Engineering / Computer Science / Computer Technology / Information Technology from a recognized institution / university with 6 years' experience after B.E/ B.Tech degree.	(i) Good Knowledge of Business Intelligence, Data Warehouse concepts, and ETL and data modelling. (ii) Consolidate and optimize available data warehouse infrastructure. (iii) Conceive analytics and business intelligence platform architecture for clients, including internal and third-party clients. (iv) Design and Implement ETL procedures for intake of data from both internal and outside sources; as well as ensure data is verified and quality is checked. (v) Design and implement ETL processes and data architecture to ensure proper functioning of analytics lad, third-party's reporting environments and dashboard. (vi) Collaborate with domain and technology stakeholders in ensuring data ware house architecture development and utilization. (vii) Carry out monitoring, tuning, and database performance analysis. (viii) Perform the design and extension of data marts, meta data, and data models.	To be able to work in a team in various aspects of software development. This includes setting project goals, planning, scheduling and designing as part of software development life cycle etc. To develop software application programmes for data capture, checking, processing, analysis and reporting. Managing all centres data for different years, maintaining the same with periodic backups, data base capacity planning, tuning and performance monitoring will be some of the major responsibilities. Preparation of infographics on data and its visualization.

						(ix) Ensure all data warehouse architecture codes are maintained in a version control system. (x) Exceptional experience developing codes, testing for quality assurance, administering RDBMS, and monitoring of database. (xi) High proficiency in dimensional modelling techniques and their applications. (xii) Several years working experience with reporting and analytical tools. (xiii) Hands on experience with Amazon AWS or any other computing platforms. (xiv) Strong experience with Hadoop, Impala, Pig, Hive, YARN, and other "big data" technologies.	
2	Data Entry Operator (Grade B)	Rs. 18,000	1 Post (UR)	28 Years	Intermediate OR 12th pass in science stream from recognized board with DEOACC 'A' level from a recognized institute and / or 2 years' experience in EDP work in Government, Autonomous, PSU or any other recognized organization A speed test of not less than 8000 key depression per hour through speed test on computer	(i) Speed of 8000 key depressions per hour & at least 3 years' experience in operation of PC. (ii) Knowledge of DTP packages and use of software programmes will be an added qualification. (iii) Knowledge of data entry, as per required norms. Would be required to do office related work assigned from time to time	The candidate will be required to undertake typing work, data entry, data management, monitoring and quality control related to the project as per the requirement.

III. 'Population Based Cancer Survival Study on Cancers of the Breast, Cervix, Head & Neck' at NCDIR, Bengaluru. (Upto 28-2-2022)

SI No	Name of the Post	Consolidated Salary per month	No. of Vacancies & Reservation	Age Limit	Qualifications		Job Description
					Essential	**Desirable**	
1.	Project Technical Officer (Statistics)	Rs. 32,000	1 Post (SC)	35 Years (Including 5 years age relaxation for SC)	Graduate in Statistics / Biostatistics from recognized university with five years' work experience from a recognized institution OR Master's degree in the Statistics / Biostatistics from recognized university.	Knowledge of statistics related computer software like SPSS,EPI-INFO, EPISTAT & application packages like MS-Office.	The candidate is required to provide assistance in data analysis and statistical outputs using modern medical statistical tools for implementation of this project or any other related work as per requirement.
2.	Project Admin. Assistant	Rs. 32,000	1 Post (OBC)	33 Years (Including 3 years age relaxation for OBC)	Graduate in any discipline from recognized University with five years' experience in administration or finance/accounts work.	(i) Knowledge of preparation of Budget, finalization of accounts, maintenance of cash book in double entry system, ledger etc. (ii) Knowledge of government rules governing Finance/ Accounts and Establishment matters and principles of audit of accounts. (iii) Experience in handling Administrative Accounts Establishment/ purchase and stores.	(i) The selected candidate is required to assist Director/Administrative Officer/ Accounts Officer in matters related to accounting, administration, purchase and stores. (ii) Should be well versed in GoI Rules & Regulations on the dealing subject, bring out clearly the question under consideration and able to initiate/ complete a course of action.

IV. 'Development of Population Based Stroke Registry in different regions of India' at NCDIR, Bengaluru. (Upto 28-2-2020)

SI No	Name of the Post	Consolidated Salary per month	No. of Vacancies & Reservation	Age Limit	Qualifications		Job Description
					Essential	Desirable	
1	Data Entry Operator (Grade A)	Rs. 17,000	1 Post (UR)	25 years	Intermediate OR 12th pass from recognized board. A speed test of not less than 8000 key depressions per hour through speed test on computer.	(i) Bachelor's degree in Computer Application /IT/Computer Sciences from a recognized Institution/ University. (ii) A speed test of not less than 8000 key depressions per hour through speed test on computer. (ii) Knowledge of DTP packages and use of software programmes will be an added qualification.	(i) Typing work, knowledge of data entry and data management related to project (ii) Any other job assigned by this office time to time.

V. 'Setting up of Hospital Based Cancer Registry in Regional Cancer Centre' at NCDIR, Bengaluru. (Upto 31-3-2020)

SI No	Name of the Post	Consolidated Salary per month	No. of Vacancies & Reservation	Age Limit	Qualifications		Job Description
					Essential	Desirable	
1	Scientist B (Medical)	Rs. 68,875 (Including HRA)	1 Post (OBC)	38 Years (Including 3 years age relaxation for OBC)	MBBS / BDS degree with one year Research / Teaching experience from a recognized university.	(i) Additional Post-Doctoral research / teaching experience in the relevant subjects in recognized institute(s); (ii) Knowledge of Computer Applications. (iii) Trained in Public health / Epidemiology / research methodology / Hospital Administration. (iv) Post Graduate Qualification in Epidemiology or Public Health (MAE / MPH /MSc / Ph. D etc.) / Hospital Administration or 2 years' experience in cancer or other NCD Epidemiology/NPCDCS Programme etc.	To develop programmes for research and training related to this project and to provide assistance in conducting research for prevention and control of Cancer and other non-communicable diseases in India. To undertake monitoring / coordination / data management / report writing and publication or any other work as per requirement from time to time.

SI No	Name of the Post	Consolidated Salary per month	No. of Vacancies & Reservation	Age Limit	Qualifications		Job Description
					Essential	Desirable	
2	Computer Programmer (Grade B)	Rs. 32,500	1 Post (OBC)	33 Years (Including 3 years age relaxation for OBC)	Master's Degree in Computer Application / Information Technology / Computer Science from recognized university. OR B.E/ B.Tech in Computer Engineering / Computer Science / Computer Technology / Information Technology from a recognized university with two years' experience in relevant areas of programming or information system in a Government, Autonomous, PSU etc. recognized organizations.	Experience in working with Java Technologies – My SQL, JEE, Spring, Hibernate, Eclipse IDE, Apache Tomcat Server, HTML Bootstrap coding, CSS, Java Script and XML.	To develop and run software application programmes for disease data capture, checking, processing, analysis and reporting under the guidance of the senior software programmers. The incumbent will have to assist other Scientists to develop outputs on the research projects / activities.
3	Project Technical Officer (Statistics)	Rs. 32,000	1 Post (UR)	30 Years	Graduate in Statistics / Biostatistics from recognized university with five years' work experience from a recognized institution OR Master's degree in the Statistics / Biostatistics from recognized university.	Knowledge of statistics related computer software like SPSS, EPI-INFO, EPISTAT & application packages like MS-Office. Two years post MSc research experience.	The candidate is required to provide assistance in data analysis and statistical outputs using modern medical statistical tools for implementation of this project or any other work as per requirement.

| SI No | Name of the Post | Consolidated Salary per month | No. of Vacancies & Reservation | Age Limit | Qualifications | | Job Description |
					Essential	Desirable	
4	Project Admin. Assistant	Rs. 32,000	1 Post (UR)	30 Years	Graduate in any discipline from recognized University with five years' experience in administration or finance/accounts work.	(i) Knowledge of preparation of Budget, finalization of accounts, maintenance of cash book in double entry system, ledger etc. (ii) Knowledge of government rules governing Finance/ Accounts and Establishment matters and principles of audit of accounts. (iii) Experience in handling Administrative / Accounts / Establishment / Purchase and Stores.	(i) The selected candidate is required to assist Director/Administrative Officer/ Accounts Officer in matters related to accounting, administration, purchase and stores. (ii) Should be well versed in GoI Rules & Regulations on the dealing subject, bring out clearly the question under consideration and able to initiate/ complete a course of action.

Terms and Conditions:

1. Interested and eligible candidates can appear for walk-in- written test and / or personal discussion on the dates mentioned on next page alongwith the duly filled in application form (attached).
2. Qualification and experience should be in relevant discipline/field and from a reputed institution / organization recognized by relevant authority.
3. Experience shall count from the date of completion of minimum educational qualification.
4. 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.
5. The Director reserves the right to increase / decrease the number of vacancies as per requirement.
6. Candidates applying for more than one post should apply SEPARATELY for each post.
7. No benefit of provident fund, Leave Travel Concession, Medical Claim etc. will be considered, since the posts are purely temporary basis.
8. Age relaxation against post earmarked for reserved candidates will be as per Govt. of India Norms. No relaxation against Unreserved (UR) vacancies.
9. Age limit and experience will be considered as on the date of walk-in- written test and / or personal discussion.
10. No TA/DA will be paid for attending the walk-in- written test and / or personal discussion.
11. Mere fulfilling the essential qualification / experience does not guarantee selection.
12. Candidates employed in Govt. Service /Semi Govt. Autonomous Bodies of State/Central Govt. should submit a "No Objection Certificate" from their employer at the time of walk-in- written test and / personal discussion.
13. The above posts are 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.
14. Written test will be for 70 marks consisting of 100 objective and multiple type questions on syllabus as per the essential qualification, desirable qualification and job description. If the eligible candidates are more than 30, then written test will be held followed by personal discussion otherwise direct personal discussion will be held from the time of written test indicated onwards
15. 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.
16. All posts are contractual for the duration offered. The appointment may be renewed after every specific period of time subject to satisfactory performance and project requirement.
17. The Director has the right to accept/reject any application without assigning any reason thereof and no recommendation in this matter will be entertained.
18. Canvassing and bringing pressure in any form for short listing and employment will be a disqualification and barred from selection process.

19. 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 Floor), Poojanahalli, Kannamangala Post, Bengaluru–562110 on the dates indicated below:

SCHEDULE FOR WALK-IN- WRITTEN TEST FOLLOWED BY PERSONAL DISCUSSION

Sl. No.	Post	No. of posts	Date and time of verification of document	Date and time of skill test	Date and time of written test	Date and time of personal discussion
1	Scientist C (Programmer)	1	25-10-2018 from 9:30 AM to 11 AM	Not Applicable	25-10-2018 from 11 AM to 12:30 PM	25-10-2018 from 2:30 PM onwards
2	Scientist B (Medical)	2	25-10-2018 from 9:30 AM to 11 AM	Not Applicable	25-10-2018 from 11 AM to 12:30 PM	25-10-2018 from 2:30 PM onwards
3	Research Associate – I	1	25-10-2018 from 9:30 AM to 11 AM	Not Applicable	25-10-2018 from 11 AM to 12:30 PM	25-10-2018 from 2:30 PM onwards
4	Data Entry Operator (Grade A)	2	26-10-2018 from 9:30 AM to 11 AM	26-10-2018 from 11 AM to 12:30 PM	Not Applicable	26-10-2018 from 2:30 PM onwards
5	Data Entry Operator (Grade B)	1	26-10-2018 from 9:30 AM to 11 AM	26-10-2018 from 11 AM to 12:30 PM	Not Applicable	26-10-2018 from 2:30 PM onwards
6	Senior Project Assistant (Upper Division Clerk)	1	26-10-2018 from 9:30 AM to 11 AM	26-10-2018 from 11 AM to 12:30 PM	Not Applicable	26-10-2018 from 2:30 PM onwards
7	Project Admin. Assistant	2	26-10-2018 from 9:30 AM to 11 AM	26-10-2018 from 11 AM to 12:30 PM	Not Applicable	26-10-2018 from 2:30 PM onwards
8	Project Technical Officer (Statistics)	3	26-10-2018 from 9:30 AM to 11 AM	Not Applicable	26-10-2018 from 11 AM to 12:30 PM	26-10-2018 from 2:30 PM onwards
9	Computer Programmer (Grade A)	1	26-10-2018 from 9:30 AM to 11 AM	Not Applicable	26-10-2018 from 11 AM to 12:30 PM	26-10-2018 from 2:30 PM onwards
10	Computer Programmer (Grade B)	1	26-10-2018 from 9:30 AM to 11 AM	Not Applicable	26-10-2018 from 11 AM to 12:30 PM	26-10-2018 from 2:30 PM onwards
	Total	**15**				

* If the eligible candidates are more than 30, then written test will be held followed by personal discussion otherwise direct personal discussion will be held from the time of written test indicated 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/ skill test / personal discussion after verification of essential qualification and experience.
2. Speed test on computer will be conducted as qualifying criteria for Data Entry Operator (Grade B) and Data Entry Operator (Grade A) after verification of essential qualification and experience.
3. Any Addendum/Corrigendum in respect of above vacancy notice shall be issued on our websites 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)

Sd/-
DIRECTOR
NCDIR, Bengaluru