

National AIDS Research Institute
Indian Council of Medical Research, Department of Health Research (DHR)

Ministry of Health and Family Welfare

“Impact Evaluation of ART under NACP” project

Plot No.73, G - Block, MIDC, Bhosari, Pune - 411 026

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Ref No. NARI/Advt//2017-2018/

Date: 27/04/2018

Applications are invited for the following posts under “Impact Evaluation of ART under NACP” project. These are purely temporary initially for six months, and likely to be extended.

Sr. no	Name of the post	No.of Post	Age	Essential Qualification	Desirable Qualification	Consolidated Salary	Job Responsibility
1.	Consultant Study Coordinator / Field Coordinator	1	Up to 70 years	<p>MD/MS/DNB after MBBS/BDS with One year experience.</p> <p>OR</p> <p>Postgraduate diploma / MHA/ MPH other masters <u>after MBBS/BDS</u> with 2 years of experience.</p> <p>OR</p> <p>Ph.D in Population Sciences/Health sciences/Biomedical sciences/Anthropology with 2 years of experience.</p> <p>OR</p> <p>Retired Government employee with above mentioned educational qualification including MBBS alone educational qualification drawing pay in pay band 15600-39100+Grade pay of Rs. 5400/- at the time of retirement and having atleast 20 years of experience including experience in study/research/project management, field work and study implementation</p>	<ul style="list-style-type: none"> • Experience in programme or process evaluation and large multicentre biomedical research studies. • Experience in the field of HIV and antiretroviral treatment. • Experience in study/research/project management, field work and study implementation • Good communications skills 	<p>Rs. 65323/- (Medical)</p> <p>Rs. 52290/- (Non-Medical)</p>	<ul style="list-style-type: none"> • Supervision of data extraction data review for STI/OIs • TB Mortality Morbidity field activities • Liaise with study staff for all the states where data is to be collected • Extensive Field work • Desk Reviews. • Communication with the study team and PI • Report writing

2.	Consultant- Project Administrative Coordinator	1	Up to 70 years	Post Graduate Degree. Minimum 8 years' experience in Non Govt./Govt./Academic Organization. Worked on a managerial position OR Retired Government employees with Bachelor degree in any discipline drawing pay in the Pay band Rs.9300 – 34800+Grade pay of Rs.5400/- and above at the time of retirement and having at least 10 years of work experience in administration matters	MBA/other PG With computer skills. Well conversant with English writing skills. Work experience in Govt. Organization with experience in Accounts and administration preferred.	Rs. 45,000/-	<ul style="list-style-type: none"> • Overall Management of the complete research study with PI and Director which includes: • Project Management • Budget and Finance. • Human resource and purchases • Coordination and communication with partner agencies • Management of MOU ,subcontract and other legal documents • Leading the project administration
3.	Project officer (accounts/fina nce)	1	30 years	M.com/MBA Finance with 5 years or B.com with 10 years of experience and course. Experience must be in Finance/Accounts management in handling budget Audit/Accounts, work of Govt./Semi Govt./ autonomous institutions. Well conversant with computer skills and packages like Tally.	Preparation of budget, balance sheet, scrutiny of financial proposals, pre checking of bills and Audit. Experience in project fund management	Rs 32,000/-	<ul style="list-style-type: none"> • Overall Management of accounts department which includes • Budgetary issues • Audit and financial management • Management of the invoices receiving from partner agencies • Maintaining of electronic records of budget and finance and providing periodic reports to PI and DIC.

It is mandatory:

Application preferably be submitted in the prescribed format (as given below) along with email address, proof of age, caste certificate, and Qualification and experience certificate. Application fees of Rs. 300/- drawn in favour of the Director, NARI, Pune by a Demand draft (only from a Nationalized Bank).SC/ST/PH and women are exempted from payment of application fee. Candidates belonging to OBC should enclose the OBC Non-Creamy/ Creamy Layer certificate for appointment under Government of India (from the competent authority empowered to issue such certificate) at the time of Interview. Government Servants should apply through proper channel or enclose 'No Objection Certificate' from the present office/employer along with the application.Age relaxation for OBC 3 years and SC/ST 5 years.

Director, NARI reserves the right to shortlist the candidates to be interviewed. Any canvassing by or on behalf of the candidates or bringing political or other influence with regards to the selection shall be considered as a disqualification. Age and experience are relaxable in deserving candidates. This post is to be filled for defined project period only. The application should reach this office on or before **20/05/2018**. Application short listed candidates will be intimated by email /Post they should be prepared to attend personal interview at their own cost.

PRINCIPAL INVESTIGATOR

[Signature]
27/1/18

[Signature]
A.O.

Director

[Signature]
1/May/2018