



Indian Council of Medical Research
Department of Health Research
(Ministry of Health & Family Welfare)
V. Ramalingaswami Bhavan, Post Box No.4911,
Ansari Nagar, New Delhi-110029

Advt. No.: 79/10/Misc./NCG/2023/NCD-III

Dated: 01/03/2024

Walk in interview

ICMR intends to engage following Non-Institutional Project Position, purely on temporary contract basis for its short-term research projects, being undertaken by NCD Division under the ICMR-NCG Research Programme: "Investigator Initiated Randomised trials in Oncology" at ICMR Hqrs.

Required qualifications and other details are given below:

Name of the Position	Consultant (Administrative)
Number of Vacancy	One
Essential Qualifications and Experience	Graduate degree from recognized university in any discipline with having at least 10 years working experience in the administration, finance and accounts matters OR Retired government employees with requisite educational qualification drawing pay in the Pay Band Rs. 9300-34800 + Grade Pay of Rs.5400/- at time of retirement and having at least 10 years working experience in the administration, finance and accounts matters.
Job Requirement	To assist the Division in bringing out administrative work carried out by the Division and also assist the Division with other activities including addressing important national priority projects and issues. Any work assigned by the Head of the division/Organization from time to time.
Consolidated Emoluments	Rs.60,000/- per month
Age Limit	70 Years
Tenure	1 year or till completion of the project, whichever is earlier
Place of work	ICMR Hqrs, New Delhi

Deserving candidates may come for walk-in-interview on **21st March, 2024, 11:00 A.M** along with 5 copies of their bio-data. **The candidates must reach before 10:30 AM on 21st March, 2024 at New Building Hall 2, ICMR Headquarters, New Delhi.** Kindly reach the venue on time. The candidates will not be entertained after 10:30 a.m. The verification of the documents of the candidates will start at 10:30 A.M and eligible candidates after verification would be admitted for walk-in-interview from 11:00 A.M. onwards on 21st March, 2024.

General Terms and conditions:

1. Number of positions may vary.
2. These positions are meant for temporary projects and co-terminus with the project.
3. Engagement of the above advertised Project Human Resource positions will depend upon availability of funds, functional requirements and approval of the competent authority. Therefore, we are not committed to fill up all the advertised Project Human Resource positions and the process is liable to be withdrawn / cancelled / modified at any time.
4. The rates of emoluments/stipend shown in this advertisement are project specific and may vary according to sanction of the funding agency of the Project.

5. Cut-off date for age limit will be as on the date of last date for submission of applications.
6. Age relaxation will be as per the guidelines of ICMR.
7. 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.
8. Qualification & experience should be in relevant discipline/field and from an Institution of repute. Experience should have been gained after acquiring the minimum essential qualification.
9. Mere fulfilling the essential qualification does not guarantee the selection.
10. Persons already in regular time scale service under any Government Department / Organizations are not eligible to apply.
11. No TA/DA will be paid to attend interview / personal discussion and candidates have to arrange transport/accommodation themselves.
12. ICMR reserves rights to consider or reject any application/candidature.
13. Submission of wrong or false information during the process of selection shall disqualify the candidature at any stage.
14. Project Human Resource cannot be permitted to register for Ph.D., due to time constraints.
15. Project Human Resource will normally be posted at the study site; however, they can be posted to any other sites in the interest of research work. They are liable to serve in any part of the country.
16. Project Human Resource 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. 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 human resource.
17. Project Human Resource will normally be engaged initially for a period of one year or less, and continued further after annual review on the basis of their performance, depending upon the tenure of the project, availability of funds, functional requirements and approval of competent authority. The maximum term of any Project Human Resource in any or multiple projects, with breaks or without breaks shall be five years only. The concerned Project Investigator, Division Head and Head of the host Institute shall personally be responsible and accountable for the continuation / extension given if any without prior concurrence of the Director General, ICMR to any project human resource beyond five years either with or without breaks in any or multiple projects.
18. ICMR reserves the right to terminate the project human resource even during the agreed contract period or extended contract period without assigning any reason.
19. Leave shall be as per the ICMR's policy for project human resource.
20. Candidate must submit his/her duly filled in application form in the prescribed format with a recent passport size colour photograph along with a detailed bio-data/ CV and all relevant documents; duly self-attested; in proof of his/her educational qualifications [all certificates and mark-sheets from 10th Std. onwards], working experience, age, caste and photo id [Aadhaar Card/Indian Passport/PAN Card/Driving License] etc., within the schedule date and time for submission of application, failing which his/her candidature will not be considered. Late/ Delayed/ Incomplete/ Unsigned applications will not be considered at all and no correspondence will be entertained in this regard.
21. ICMR reserves the right to cancel/modify the process at any time, at its discretion.
22. The decision of the DG, ICMR will be final and binding.

23. Canvassing in any form will be a disqualification.
24. Corrigendum/addendum/further information; if any; in respect of this advertisement, will be published on our website only. Hence, the candidates are advised to see the website of ICMR regularly for further updates related to this advertisement.

Harjeet Kaur Bajaj
(Administrative Officer)
Division of Development Research,
ICMR, Headquarters

11. Work Experience (Certificates in proof of experience must be supported):

Name of Employer	Post	From date	To date	Reason for leaving

Total Experience gained after acquiring the minimum essential qualification (in years): _____

12. Details of NET/GATE/National level exams passed, if any.

Exam passed	Date of passing	Valid till

13. If selected what period would you require to join: _____

Note: Additional information, if any can be provided on a separate paper or on overleaf of this page.

Declaration: I hereby declare that the particulars furnished in this form by me are true to the best of my knowledge and belief. Furnishing of false information or suppression of facts will be disqualification and is likely to render the candidate unfit.

Date: _____

Signature: _____

Place: _____

Name of the candidate: _____