



**Dated: 23.09.2024**

**(NOTIFICATION)**

File No.: VTE/6/3/2022-BMS

ICMR intends to engage following Non-Institutional project human resource positions, purely on temporary contract basis under the project entitled “A systematic review and meta-analysis of Venous Thrombosis among patients with identified chronic medical conditions in South East Asia” being undertaken at Indian Council of Medical Research-Hq, New Delhi

**Required qualifications and other details are given below.**

<b>1.</b>	<b>Name of the Position</b>	<b>Project Assistant (Research Assistant)/Project Technical Support III</b>
	<b>Last Date to apply</b>	<b>5<sup>th</sup> October 2024</b>
	Number of Vacancy	One (UR)
	Essential Qualifications and Experience	Graduate in relevant subject from a recognized university with 3 years of work experience from a recognized institution Or Master’s degree in the relevant subject Relevant Subjects: Anthropology/Social Sciences/Medical Social Work/Psychology
	Desirable Qualification	<ul style="list-style-type: none"><li>• Previous field experience/knowledge in conducting multicentric Health research studies</li><li>• Excellent writing and verbal skills for communication with fluency and working level in English</li><li>• Should have prior experience in scientific proposal writing, systematic reviews, and meta-analysis</li><li>• Proficiency in computer handling, MS Office</li><li>• Knowledge of any statistical tool</li><li>• Experience in data collection, data handling and report writing</li></ul>
	Consolidated Emoluments	INR Rs. 31,000 (corresponding to PB-2 Rs. 9,300-34,800 + Grade pay Rs. 4200/-) or as per ICMR norms
	Age Limit	Not exceeding 35 years
	Tenure	Initially for 6 months which can be extended based upon the performance or till completion of the project, whichever is earlier. If required will be extended as per the project's needs
	Nature of Duties	<ul style="list-style-type: none"><li>• Compilation and collation of multisite data, conducting workshops, meetings, etc.</li><li>• Conduct the site visits and undertake projects as per the requirement pan-India (including remote areas).</li><li>• Participation in the writing and preparation of scientific reports and manuscripts for publication and their submission for publication.</li></ul>
	Place of work	ICMR Hqrs, New Delhi
	Application form Link	<a href="https://forms.gle/FjByZjowgPzjKwM99">https://forms.gle/FjByZjowgPzjKwM99</a>

**Note:**

- (a) All the educational qualifications/certificates shall be from the recognized Board/University.
- (b) All the experience gained shall be preferably from the Govt. Organizations and shall be counted after the date of completion of Minimum Essential Qualification.

Experience from reputed National/International Organizations shall also be considered.

- (c) Experience shall be from the relevant field/area.
- (d) All community certificates shall be issued by the authorized officers of the Govt.
- (e) The required field / Specialization may be mentioned in bracket against the position that is to be filled.
- (f) The shortlisted candidates for written test/interview will be intimated through mail or will be uploaded on the ICMR website.

**How to Apply:**

1. Candidates are requested to fill out the application form and bring all the original certificates of educational qualification (Certificate/Statement of marks), experience certificates, etc., along with two sets of Xerox of the same duly self-attested and a recent passport size photograph for attending the interview. Applications in the prescribed form, duly filled in all respects along with all required supporting documents and certificates, duly self-attested, are to be sent to the email: [drsumit.ecd@gmail.com](mailto:drsumit.ecd@gmail.com)
2. The following self-attested required documents are to be enclosed with the application: -
  - a. Proof of Date of Birth
  - b. Educational Qualifications
  - c. Experience
  - d. CV

**General Terms and conditions: -**

1. Candidates are required to be present at the venue in time and Written Test/Interview will commence after verification of all the original certificates.
2. The offer of engagement will be subject to verification of original certificates as per the advertisement.
3. Number of positions may vary.
4. These positions are meant for temporary projects and co-terminus with the project.
5. 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.
6. 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.
7. Cut-off date for age limit will be as on the date of last date for submission of applications.
8. Age relaxation will be as per the guidelines of ICMR.
9. 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.

10. 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.
11. Mere fulfilling the essential qualification does not guarantee the selection.
12. Persons already in regular time scale service under any Government Department / Organizations are not eligible to apply.
13. No TA/DA will be paid to attend interview / personal discussion and candidates have to arrange transport/accommodation themselves.
14. ICMR reserves rights to consider or reject any application/candidature.
15. Submission of wrong or false information during the process of selection shall disqualify the candidature at any stage.
16. The persons engaged on Project Human Resource Positions cannot be permitted to register for Ph.D., due to time constraints.
17. The persons engaged on Project Human Resource Positions 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.
18. The persons engaged on Project Human Resource Positions 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 positions.
19. Successful candidates will normally be engaged on Project Human Resource Position initially for a period of one year or less, depending upon the tenure of the Project and functional requirements. Continuation / Extension to engagement of Project Human Resource Positions will be depending upon evaluation of performance, tenure of the project, availability of funds, functional requirements and approval of Competent Authority. The maximum term of any Project Human Resource Position 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 position beyond five years either with or without breaks in any or multiple projects.
20. ICMR reserves the right to terminate the project human resource position even during the agreed contract period or extended contract period without assigning any reason.
21. Leave shall be as per the ICMR's policy for project human resource positions.
22. ICMR reserves the right to cancel/modify the process at any time, at its discretion.
23. The decision of the Competent Authority will be final and binding.
24. Canvassing in any form will be a disqualification.
25. 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 our website: <https://www.icmr.nic.in>, regularly for further updates related to this advertisement.

Director General, ICMR

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