



icmr
INDIAN COUNCIL OF
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भारतीय आयुर्विज्ञान अनुसंधान परिषद
स्वास्थ्य अनुसंधान विभाग, स्वास्थ्य और परिवार
कल्याण मंत्रालय, भारत सरकार

Indian Council of Medical Research
Department of Health Research, Ministry of Health
and Family Welfare, Government of India

No.VIR/Covid-19/36/2024-Fin.

Dated: 12th December 2024

The Indian Council of Medical Research (ICMR) invites applications for the contractual positions of two Project Consultant (Finance) being undertaken by the Division of Communicable Diseases, ICMR Headquarters, New Delhi.

The details are appended below:

Name of the Project	PM-ABHIM Project entitled "To enhance the quality of infectious disease diagnosis in India through implementation of an External Quality Assurance Program"
Name of the Position	Consultant (Finance)
Number of Position	One
Place of Posting	ICMR Headquarters, New Delhi
Essential Qualifications and Experience	❖ First Class Bachelor Degree from a Recognized University ❖ Minimum 10 years of experience. OR ❖ Retired government employees with Bachelor degree in any discipline and in the grade pay of Rs.4,600/- or above with 10 years of relevant experience.
Desirable Qualification	❖ First Class Post Graduate from a Recognized University
Consolidated Emoluments	Rs.70,000/- per month
Age Limit	Not more than 64 years as on last date of application
Tenure	1 year or until project completion, whichever is earlier
Brief Nature of Duties	Candidate is required to coordinate with Institute / other Centers selected under this call for proposal and monitoring the work under of multi-site projects and assist the Program officer in review of Budget, Expenditure and preparation of financial reports and other activities including addressing important national priority projects and issues. Any work assigned by the Program officer from time to time.

Name of the Project	NHRP Project entitled "Pan India surveillance for respiratory viruses through DHR-ICMR VRDL Network"
Name of the Position	Consultant (Finance)
Number of Position	One
Place of Posting	ICMR Headquarters, New Delhi
Essential Qualifications and Experience	❖ First Class Bachelor Degree from a Recognized University with 1 Year Diploma in Computer Application ❖ Minimum 10 years of experience. OR ❖ Retired government employees with Bachelor degree in any discipline and in the grade pay of Rs.4,600/- or above with 10 years of relevant experience.
Consolidated Emoluments	Rs.60,000/- per month
Age Limit	Not more than 64 years as on last date of application
Tenure	1 year or until project completion, whichever is earlier
Brief Nature of Duties	Prepare/assist/analyze financial statements/budget proposals, monitor financial progress of the project, provide insights for financial planning, coordinate with other Institutes/Sites for financial information and undertake all the tasks assigned by the Reporting Officer.

Date & Time of Interview : 20th December 2024 at 10:00 am at ICMR Headquarters, New Delhi

How to Apply:

1. Candidates must submit their application in the prescribed format provided.
2. Candidate should bring all original certificates during the Walk-in Interview/Written Test, including:
 - ❖ Certificates/Statements of Marks for 10th, 12th, Graduation, Post Graduation and 1 Year Diploma / Advanced Computer Diploma
 - ❖ Experience Certificates
3. Candidate should provide a set of self-attested photocopies of all documents and a recent passport-sized photograph.

General Terms and conditions :-

1. Educational qualifications must be from a recognized Board/University/Institute.
2. Relevant experience is preferred from Government Organization and will be counted after the completion of the Minimum Essential Qualification. Experience from reputable National/International Organization are also considered.
3. Candidates must arrive on time for the Walk-in Interview/Written Test; late arrivals will not be permitted under any circumstances.
4. The Walk-in Interview/Written Test will commence after verification of original documents.
5. Engagement is dependent on successful verification of all original documents.
6. This is a temporary position and co-terminus with the project.
7. Engagement of the advertised position is subject to fund availability, functional needs and approval from the Competent Authority.
8. There is no guarantee of filling the advertised position; the selection process may be modified or canceled at any time.
9. The emolument specified in the advertisement is project-specific.
10. The age limit cutoff will be determined based on the last date for application submission.
11. Reserved category candidate must provide a latest Caste Certificate issued by an Authorized Government Officer and valid in the F.Y. 2024-25. OBC Candidate needs a valid Non-Creamy Layer Certificate. PWD candidate must present a disability certificate from a Government Hospital's Medical Board confirming at least 40% disability.
12. Current Government employees are not eligible to apply.
13. No TA/DA will be provided for attending the Walk-in Interview/Written Test and candidate must arrange their own transportation and accommodation.
14. ICMR reserves the right to accept/reject any application without providing reasons.
15. Individual engaged in Project Human Resource positions have no claim to a regular post in ICMR or any Government Organization. Engagement does not confer rights for further assignments in ICMR. Regular staff benefits are not applicable.
16. Selected candidate will initially be engaged for an initial period of one year or less, depending on project tenure and functional requirement. Extension is based on performance evaluation, project duration, availability of funds and approval from the Competent Authority.
17. Leave entitlements will be as per ICMR's policy for Project Human Resource positions.
18. The decision of the Competent Authority is final and binding.
19. Furnishing incorrect/false information during the selection process will result in disqualification at any stage.
20. Candidates are advised to regularly check the ICMR website for updates regarding this advertisement.

Santhosh
14/12/2024
Administrative Officer