



## 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.: ICMR/CD/Cont./2024

Dated: 05.06.2024

### VACANCY NOTIFICATION FOR CONTRACTUAL POST

Applications are invited for the Non-Institutional project human resource position for its short-term research project titled “**Accelerating Efforts to END TB in India**”. The post is purely on temporary & contract basis, for a period of one year at ICMR Hqrs., New Delhi.

Details of position and required qualifications are given below:

Name of the Post	Consultant (Medical/Non Medical)
Number of Posts	1 (One)
Essential Qualification	<b>Medical:</b> MBBS/BDS with having proven competency and success in his/her area of work should possess PG degree in relevant subject viz. MPH /PhD/MD/MDS <b>OR</b> <b>Non-Medical:</b> Professionals having MSc /MA in relevant subject (Clinical/Public health/Sociology/Social Work) with research and development experience and published papers
Desirable	1. Knowledge of Computer applications (MS word/ Excel/ Power point) 2. Good communication skills: Both speaking (English and Hindi) and writing skills (English) 3. Experience in using any statistical analysis tool like SPSS, Stata, R, Experience in coordination and management of multi-centre studies 4. Data quality management 5. Experience in coordination and management of multi-centre studies 6. Publication in peer reviewed journals
Age limit	Max up to 50 years
Emoluments	Maximun upto Rs.90,000/- P.M (consolidated) based on the knowledge and experience of the candidate
Job Description	1. Coordinate and communicate with various sites, state health officials 2. Coordinate meetings with stake holders, Experts, PRC as project need and generate minutes of the meetings , Report writing, generating project reports like weekly, monthly report 3. Monitoring the activities and site visits as required 4. Development of appropriate tools and microplanning of activities 5. Data management and analysis 6. Responsible for carrying out study as per study plan and activities as advised by the PI or Program Officer

### **Period of Engagement**

1. The term of engagement of Consultant(s) is for maximum one year only subjected to satisfactory performance.
2. The engagement of Consultant would be on a full-time Contract basis and he/she would not be permitted to take up any other assignment, either part time or full time, during the period of Consultancy with ICMR.

### **Procedure For Recruitment:**

1. The candidates applying for the post should first confirm their eligibility as per the advertisement. They should also ensure that they have a valid personal e-mail ID and mobile number. Note that the provided e-mail ID and mobile number should be kept active during the entire recruitment process.
2. Eligible candidates meeting all the above criteria and qualifications, experience, etc. can fill the applications and send the application along with relevant documents/ certificates to the mail ID: [acceendtb@gmail.com](mailto:acceendtb@gmail.com) up to **05:00 p.m. on 26<sup>th</sup> June, 2024** (last date of submission of application).
3. Candidate must submit his/her application form with a recent passport size color photograph, 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 and photo id [Aadhar Card/Indian Passport/PAN Card/Driving License]
4. The application should be sent before the schedule date and time for submission of application, failing which his/her candidature will not be considered. Delayed/Incomplete/Unsigned applications will not be considered at all and no correspondence will be entertained in this regard.
5. Allotment of position to the successful candidates will be decided by the Competent Authority in its discretion.
6. Date and time of interview will be intimated by email to the shortlisted candidates. The list of the same shall also be displayed on the websites <https://www.icmr.nic.in>.
7. The shortlisted candidates have to bring all the requisite documents/testimonials in proof of his/her educational qualifications [all certificates and mark-sheets from 10th Std. onwards], working experience, age, photo id [Aadhar Card/Indian Passport/PAN Card/Driving License] etc., in original, for verification purpose at the time of personal discussion. Those who fail to bring any of the above will not be considered for personal discussion.

### **Other Terms and Conditions:**

1. These positions are meant for temporary projects and co-terminus with the project.
2. 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.
3. 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. The emoluments will be purely based on qualifications and experience.
4. Cut-off date for age limit will be as on the date of last date for submission of applications.
5. Age relaxation will be as per the guidelines of ICMR.
6. 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.
7. Mere fulfilling the essential qualification does not guarantee the selection.
8. Persons already in regular time scale service under any Government Department / Organizations are not eligible to apply.
9. No TA/DA will be paid to attend interview / personal discussion and candidates have to arrange

transport/accommodation themselves.

10. ICMR reserves rights to consider or reject any application/candidature.
11. Submission of wrong or false information during the process of selection shall disqualify the candidature at any stage.
12. 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.
13. 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.
14. Successful candidates will normally be engaged on Project Human Resource Position initially for a period of one year or less, depending upon the sanctioned 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.
15. 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.
16. Leave shall be as per the ICMR's policy for project human resource positions.
17. ICMR reserves the right to cancel/modify the process at any time, at its discretion.
18. The decision of the DG, ICMR will be final and binding.
19. Canvassing in any form will be a disqualification.
20. 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.

Director General, ICMR



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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: \_\_\_\_\_