



आई सी एम आर – राष्ट्रीय जानपदिक रोग विज्ञान संस्थान
स्वास्थ्य अनुसंधान विभाग, स्वास्थ्य और परिवार
कल्याण मंत्रालय, भारत सरकार

ICMR – NATIONAL INSTITUTE OF EPIDEMIOLOGY
Department of Health Research, Ministry of Health and
Family Welfare, Government of India



No. NIE/PE/Advt/December-2021/64

Date: 08.12.2021

WALK-IN INTERVIEW

Candidates are invited to attend Walk-in Interview between 9.30 AM to 10.00 AM for project posts under the various projects on contract basis as detailed below (please refer website for changes if any in the date of interview)

1	Name of the Project	Causal Inference from Observational Studies (CAUSIT)
	Name of the post	Project Technical Assistant
	Place of Interview	ICMR – NIE, Chennai
	Date of interview	23.12.2021
	No. of posts & Category	01 (OBC)
	Place of posting	ICMR-NIE, Chennai
	Essential Qualification	Bachelor degree in Electronic media/Mass communication/Cinematography/Electronics from a recognized university with three years' work experience in TV studio from a recognized institution OR Master degree in Electronic media/Mass communication/Cinematography/Electronics from a recognized university
	Desirable Qualification and Experience	<ul style="list-style-type: none">• Master degree in Electronic media/Mass communication/Cinematography/Electronics from a recognized university• Knowledge of computer applications for video/audio editing• Experience in graphic designing, video shooting/production/editing and webpage designing
	Remuneration	Rs.31,000/- per month
	Age Limit	33 years
Nature of Duties	<ul style="list-style-type: none">• Operating Digital SLR camera, Professional HD video camera etc and carrying out videography/photography• Video editing, create animations, edit digital images etc.• Production of lecture videos• Arrange live transmission events• Overall operation and maintenance of studio room and equipments	

	<ul style="list-style-type: none"> • Maintain records/registers/documents in the studio • Coordinate with various faculty • Any other work that may be assigned by the PI/Director
Duration	One year (Renewable for the project duration subject to performance and project requirement)

2	Name of the funding Agency	Causal Inference from Observational Studies (CAUSIT)
	Name of the post	Project Administrative Assistant (Project Officer)
	Place of Interview	ICMR – NIE, Chennai
	Date of interview	23.12.2021
	No. of posts & Category	01 (UR)
	Place of posting	ICMR – NIE, Chennai
	Essential Qualification	Graduate in any discipline from a recognized university with 5 years of experience in Administration/Finance and Accounts work.
	Desirable Qualification and Experience	<ul style="list-style-type: none"> • Post graduate degree in any discipline from a recognized university or institution • 5 years' experience in project management work. • Good oral and written communication in English • Knowledge of computer applications for word processing/making presentations/spreadsheet
	Remuneration	Rs.32,000/- per month
	Age Limit	30 years
Nature of Duties	<ul style="list-style-type: none"> • Project management • Manage official communications within and outside ICMR-NIE • Prepare project reports • Financial management • Maintain records/registers/documents • Any other work that may be assigned by the PI/Director 	
Duration	One year (Renewable for the project duration subject to performance and project requirement)	

Instructions to the candidates for Walk in Interview

1. Please bring the filled in application with one set of photocopy of qualification and experience and other testimonials.
2. Candidate should submit all certificates / testimonials in original for verification. Candidates who fail to bring the Original Certificates for written test / Interview will not be considered.
3. Age relaxation is admissible in respect of SC/OBC candidates, Retrenched Government Employees, Departmental Candidates (including projects) and Ex-Servicemen in accordance with the instructions issued by the Central Government from time to time. Age concession to the extent of service rendered in other research projects will also be admissible for experienced and skilled persons.
4. Experience certificate should clearly indicate the nature of duty during the period of employment. Appointment order, pay slip and offer of appointment will not be accepted in place of experience certificate. Experience certificate should contain salary per month and duration.
5. No-Objection Certificate from the current employer (for Govt./AB/PSU Servants only).
6. The above said post is Contractual for the duration offered. The appointment may be renewed after every specific period of time subject to satisfactory performance and project requirement.
7. The incumbents selected will have no claim for regular appointments under NIE/ICMR or continuation of his/her services in any other project.
8. TA/DA will not be paid by NIE for attending the written test/interview.
9. The Director, ICMR-NIE reserves the right to increase or decrease the number of posts or cancel the recruitment or re-advertise the posts, without assigning any reasons thereof, no further correspondence will be entertained in this regard.
10. Any further information may be downloaded from ICMR-NIE website (Careers) which will be updated from time to time.
11. As per ICMR letter No. 16/107/2008(2021)-Admn.II dated 31.08.2021 the nomenclature, emoluments and other terms & conditions of appointment will be revised in due course.

12. Date of Walk-in Interview may be changed due to administrative reasons, hence, candidates are advised to check website before appearing Walk-in Interview.

The Director/Selection Committee has the right to accept / reject any application without assigning any reason thereof.

Canvassing and bringing pressure in any form for short listing, interview and employment will be a disqualification and barred from selection process.

DIRECTOR

APPLICATION FORM FOR THE PROJECT POST**ICMR-NATIONAL INSTITUTE OF EPIDEMIOLOGY**

Second Main Road, TNHB, Ayapakkam, Chennai – 600 077

RECENT
PASSPORTSIZE
COLOUR
PHOTO

Application for the post: _____

Project: _____

1)	Name (full in block letters)											
2)	Father's Name											
3)	Mother's Name											
4)	Date of birth (dd/mm/yyyy)	<table border="1"> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table> -----Years -----Months -----Days										
5)	Sex											
6)	Applying under SC /ST / OBC/EWS/General	General/SC/ST/OBC/EWS(Circle the appropriate)										
7)	Are you Physically handicapped	YES /NO										
8)	Address for communication with pin code	Applicant Name : S/o/D/o/C/o: Door No : Street : Village/Town: Post : District : Pin code :										
9)	Mobile/Phone No.for contact											
10)	Email ID (mandatory)											

11) Educational Qualifications

No.	Exam Passed	Board /University	Year of Passing	% of Marks

12) Experience

Sl. No	Name of the Institution	Nature of employment*	Date of joining	Date of leaving	Years	Months	Days
Total							

* Provide Certificate of proof in support of your claim.

13) Publications (attach separate sheet, if space is not enough)

Sl. No.	Title of the paper	Name of the journal	First/co/ corresponding author	Impact Factor

14) Books/Chapter (attach separate sheet, if space is not enough)

Sl. No.	Title of the Book	ISBN	Role: Author/Editor etc.

15) Projects (attach separate sheet, if space is not enough)

Sl.No.	Name of the project	Budget (in Rs.)	Funding Agency	Role: PI/Co-PI

16) Awards (attach separate sheet, if space is not enough)

Sl.No.	Name of the award	Type: National/International etc.	Description of the award

17) Candidate, if currently working in ICMR-NIE Project, please give details:

Sl.No .	Name of the Project	Designation of the Candidate	Contract period		Years	Months	Days
			From	To			

* NOC from the PI should be enclosed.

18) Whether any relative is employed in ICMR, if Yes, please give details:

19) Any other information:

I hereby declare that the information furnished above is true, complete and correct to the best of my knowledge and belief. I understand that in the event of any of the information provided by me are found false or incorrect at any stage, my candidature / appointment shall be liable for cancellation / termination without notice or any compensation in lieu thereof.

Place:

Date:

Signature &

Name of the Candidate