



No. NIE/PE/Advt/August-2021/45

Date: 25.08.2021

WRITTEN TEST/WALK-IN INTERVIEW

Candidates are invited to attend Walk-in Interview / Written Test between 09:30 AM to 10:00 AM for various project posts on contract basis at **ICMR–NIE, Chennai** on the dates mentioned against the post as detailed below (please refer website nie.icmr.org.in for changes if any in the date of interview)

1	Name of the Project	Virtual Certificate Course on Basic Epidemiology & Epidemiology of VBDs, NVBDCP, NHM, Government of Odisha
	Name of the post	Project Upper Division Clerk
	Place of Interview	ICMR – NIE, Chennai
	Date of interview	09.09.2021
	No. of posts & Category	01 (SC-01)
	Place of posting	ICMR – NIE, Chennai
	Essential Qualification	<ul style="list-style-type: none">▪ 12th pass or equivalent from a recognized board with 5 years of experience in Administrative work. (OR) <ul style="list-style-type: none">▪ Graduate in any discipline with 2 years experience of administration work.▪ A typing speed test of not less than 8000 key depressions per hour on computer
	Desirable Qualification and Experience	<ul style="list-style-type: none">• Good written and oral communication skills in English.• Advance computer knowledge (Data management, editing and DTP)• Experience in online course management.
	Remuneration	Rs.17,000 /- Per month (Consolidated)
	Age Limit	33 Years for SC (Including 5 years age relaxation)
Nature of Duties	a) Answer telephone calls/queries and email queries regarding online course. b) Preparation of letters of correspondence etc. c) Administrative work related to the project. d) Any other work assigned by the PI/Co-PI/Superior Officer.	
Duration	Six months	

2	Name of the Project	Virtual Certificate Course on Basic Epidemiology & Epidemiology of VBDs, NVBDCP, NHM, Government of Odisha
	Name of the post	Project Research Assistant
	Place of Interview	ICMR – NIE, Chennai
	Date of interview	09.09.2021
	No. of posts & Category	01 (OBC)
	Place of posting	ICMR – NIE, Chennai
	Essential Qualification	Graduate in Computer Science/Information Technology/Computer Application from a recognized university with three years' work experience from a recognized institution. (OR) Master's degree in Computer Science/Information Technology/Computer Application from a recognized institution/University.
Desirable Qualification and Experience	<ul style="list-style-type: none"> • Good communication skills in English. • Good documentation skills. • Experience in data processing/data management. • Experience in video editing. • Experience in managing online meetings. 	
Nature of Duties.	a) Generating links for online course management b) Recording online classes. c) Producing videos, presentation management, preparing and conducting assignments, documentation of marks and compilation of assessments. d) Any other work assigned by PI/Co-PI/Superior Officer.	
Remuneration	Rs.31,000 /- Per month	
Age Limit	33 years (Including 3 years age relaxation)	
Duration	Six months	

3	Name of the Project	Enhancing the Capacity of Model Rural Health Research Unit, Tirunelveli to Conduct Human Clinical Trials For Covid 19 Vaccine Candidates
	Name of the post	Project Scientist – B (Non – Medical) (CRC Data management)
	Place of Interview	ICMR-NIE, Chennai
	Date of interview	09.09.2021
	No. of posts & Category	01 (UR-01)
	Place of posting	Model Rural Health Research Unit, Govt. Primary Health Centre campus, Kallur, Tirunelveli District, Tamil Nadu
	Essential Qualification	1 st class Master's degree in Statistics/Biostatistics from a recognized University with two years' experience in Health research. (OR) 2 nd class Master's Degree with Ph.D. in Statistics/Biostatistics from a recognized university

Desirable Qualification and Experience	<ul style="list-style-type: none"> • Trained in GCP and/or GDMP • Well experienced in SPSS/STATA and other statistical packages • Experience in managing clinical trials data • Knowledge of ODK based data capture tools and developing questionnaire • Proven ability to work effectively in a team environment.
Remuneration	Rs.48,000 /- Per month (HRA applicable to Tirunelveli)
Age Limit	35 years
Nature of Duties	<p>e) Quality management of data collected in the clinical trial and supervision of data collection.</p> <p>f) Quality control and assurance of data management in every stage of clinical trial.</p> <p>g) Supervision of field data collection.</p> <p>h) Any other work assigned by the Director/PI/Supervisory officers.</p>
Duration	Six months (May be extended on satisfactory performance and continuation of the project)

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 duties 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. 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)								-----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