



No. NIRT/PROJ/RECTT/2020-21

Dt: 27.08.2020

### **WRITTEN TEST/SKYPE INTERVIEW**

The following posts are to be filled purely on temporary basis from willing eligible candidates for engaging under two different projects implemented by this institute as detailed under:

Name of the post	<b>Consultant (Non Medical)</b>
Name of the project	<b>“A Phase 2/3,observer –blind, randomized, controlled study to determine the safety and immunogenicity of COVISHIELD(COVID-19 vaccine) in healthy Indian Adults”</b>
Place of posting	Chennai
Number of posts	1 (one)
Age limit	Not exceeding 70 years.
Emoluments	Consolidated salary of Rs.45,000/- p.m
Essential qualification	Professionals having M.Sc.in pharmacology/Biochemistry in clinical trials with R & D experience and published papers. Should be proficient in Tamil, English and Hindi.
Nature of duties	Maintaining study binder. Conducting and ,organizing meeting with study sites, co-ordinating with study sites. Any other work designated by study P.I
Duration	For a period of ten months.
Interview Details	<b>The date of skype interview will be intimated to the eligible/shortlisted candidates by e-mail and in return they will have to share their skype ID by e-mail.</b>

Name of the post	<b>Section Officer</b>
Name of the project	<b>“A Phase 2/3,observer –blind, randomized, controlled study to determine the safety and immunogenicity of COVISHIELD(COVID-19 vaccine) in healthy Indian Adults”</b>
Place of posting	Chennai
Number of posts	1 (one); UR-1
Age limit	Not exceeding 30 years.
Emoluments	Consolidated salary Rs.32,000/- p m
Essential qualification	Graduate in any discipline with 5 years experience of administration/finance and accounts work.
Nature of duties	Supervise all the administrative/accounts works related to this project.
Duration	For a period of ten months.
Interview Details	<b>The date of written test will be intimated to the eligible/shortlisted candidates by e-mail.</b>

Name of the post	<b>UDC(Assistant)</b>
Name of the project	<b>"A Phase 2/3,observer –blind, randomized, controlled study to determine the safety and immunogenicity of COVISHIELD(COVID-19 vaccine) in healthy Indian Adults"</b>
Place of posting	Chennai
Number of posts	1 (One); SC-1
Age limit	Not exceeding 28 years.
Emoluments	Consolidated salary Rs.17,000/- p m
Essential qualification	12 <sup>th</sup> pass or equivalent form a recognized board with five years experience of administrative work or Graduate in any discipline with 2 years of experience of administration work and A speed test of not less than 8000 key depressions per hour(kdph) on computer.
Nature of duties	Maintaining balance sheet/expenditure statement and other administrative works.
Duration	For a period of ten months.
Skill test/Written test Details	<b>The date of skill test and written test will be intimated to the eligible/shortlisted candidates by e-mail.</b>

Name of the post	<b>Multi Tasking Staff</b>
Name of the project	<b>"A Phase 2/3,observer –blind, randomized, controlled study to determine the safety and immunogenicity of COVISHIELD(COVID-19 vaccine) in healthy Indian Adults"</b>
Place of posting	Chennai
Number of posts	1 (one);UR-1
Age limit	Not exceeding 25 years.
Emoluments	Consolidated salary Rs.15,800/- p m
Essential qualification	High school or Equivalent.
Nature of duties	To assist the project related day to day activities
Duration	For a period of ten months.
Interview Details	<b>The date of written test will be intimated to the eligible/shortlisted candidates by e-mail.</b>

Name of the post	<b>Data Entry Operator (Grade B)</b>
Name of the project	<b>Phase IIB open label, parallel RCT to evaluate the safety, tolerability, PK &amp; ABA of high dose rifampicin versus conventional dose of rifampicin along with standard ATT in drug sensitive adult PTB patients.- HICON - R Trial</b>
Place of posting	Chennai
Number of posts	1 (One); OBC-1
Essential qualification	Intermediate or 12 <sup>th</sup> Pass in science stream from recognized board with DOEACC "A" level from a recognized institute and /or 2 years' experience in EDP work in Government, Autonomous PSU or any other recognized organization. A Speed test of not less than 8000 key depressions per hour (kdph) through speed test.
Age limit	Not exceeding 28 years
Emoluments	Consolidated salary Rs.18,000/- p m
Nature of duties	Data Entry of Primary/Secondary data received from the study as soft copy in data management tool/software, data verification and quality assurance, hard copy entries if required.
Duration	For a period of 9 months
Skill test/Written test Details	<b>The date of skill test and written test will be intimated to the eligible/shortlisted candidates by e-mail.</b>

## **INSTRUCTIONS TO THE CANDIDATES:**

1. Candidate should submit the duly filled in application in the prescribed format and attach therewith the following certificates through e-mail only to projectcell@nirt.res.in for considering their candidature. Incomplete application forms will be rejected. The last date of receipt of applications by e-mail is **08.09.2020 by 5.30 p.m.**
  - 10<sup>th</sup> mark sheet
  - 12<sup>th</sup> Mark sheet
  - U.G and P.G certificate
  - Experience certificate clearly stating the nature of work during the period of employment.
  - Community certificate
2. Age relaxation is admissible in respect of SC/ST/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.
3. All posts are Contractual for the duration offered. The engagement may be renewed after every specific period of time subject to satisfactory performance and project requirement.
4. The incumbents selected will have no claim for regular appointments under NIRT/ICMR or continuation of his/her services in any other project.
5. The Director, ICMR-NIRT 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.
6. Any further information may be downloaded from ICMR-NIRT website which will be updated from time to time.
7. Date of skype Interview/Skill test & written test may be changed due to administrative reasons, hence, candidates are advised to check website before appearing for skype Interview/written test

*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 shortlisting, interview and employment will be a disqualification and barred from selection process.*

*Jh'la*  
*31/9/2020*

SENIOR ADMINISTRATIVE OFFICER

Senior Administrative Officer  
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