

ICMR-National Institute of Translational Virology and AIDS Research
INDIAN COUNCIL OF MEDICAL RESEARCH
Department of Health Research,
Ministry of Health & Family Welfare, Government of India
Plot No 73, G-Block, Bhosari, Pune-411026 (India)
Ph: 020-27331200

Advt. No. 22/NITVAR/Project Cell/2024-25

Date – 11.09.2024

Sub: Walk-in-interview/written test to fill up temporary/contractual project positions under the project-

1. “Diagnostic validation of First Catch Urine and Self-collected vaginal swab specimens for molecular detection of Sexually Transmitted infections among HIV positive women.” AND
2. “Determinants of Human Papillomavirus vaccine acceptance among parents of girls and young women and interventions to improve vaccine uptake among girls in India.”

PI- Dr. Pallavi Shidhaye, Scientist-D ICMR-NITVAR.

ICMR-National Institute of Translational Virology and AIDS Research Institute, Pune, (*formerly known as NARI*) is a research Institute under the aegis of the Indian Council of Medical Research, Department of Health Research, Ministry of Health & Family Welfare, and Government of India. The Institute intends to engage the following Non-Institutional project human resource positions on a temporary contract basis for our short-term research projects referred to in the subject above.

Place of Work – ICMR-National Institute of Translational Virology and AIDS Research Institute, Bhosari, Pune.

Date and Time:	25-09-2024 at 09:00 AM Onwards.
Sr.No. 01	
Name of the Post	Project Technical Support-III (Clinic) (STI Diagnostic Validation study)
Number of Posts	01 (UR)
Age Limit	35 Years
Emoluments	Rs. 28000/- p.m. (+) HRA as admissible
Essential Qualification	1. Three years graduate in Science/ Anthropology /Psychology/ Social work / Health Sciences Population Science and allied subjects /field + 3 year experience or Master’s in science subjects.
Desirable Qualification	• Additional qualification and 2 year experience in field of training, counselling, research projects.

Job Responsibilities	<ul style="list-style-type: none"> • Will be posted at the enrolment site • Will be responsible for recruitment of eligible participants, administration of consents and filling of structured questionnaire • Will have the paramount role of counselling participants, study data collection, and other study procedures • Conducting, monitoring and coordinating the activities of the project. • Will Coordinate between clinic and laboratory • Maintenance of data, documentation related to the study. • Will help and assist the PI for other study activities
Project Duration	Initially for a period of 04 Months
Sr.No. 02	
Name of the Post	Project Technical Support-II
Number of Posts	03 (OBC-1, UR-2)
Age Limit	30 Years
Emoluments	Rs. 20000/- p.m. (+) HRA as admissible
Essential Qualification	1. 12th in Science + Diploma (MLT/DMLT/Social Work) + 5 years experience in Clinical /Laboratory/ Counselling/ Social work
Desirable Qualification	<ul style="list-style-type: none"> • Additional qualification and experience in working in research clinics • Experience in computer work (MS Word, Excel, and PowerPoint). • Data Entry and managing data records.
Job Responsibilities	<p>2A: (STI Diagnostic Validation study- 1 post)</p> <ul style="list-style-type: none"> • Will be posted at the enrolment site. • Will be responsible for sample collection/data collection in the field • Record keeping of samples, reports, and study documents. • Will be responsible for proper labeling, sample transportation to the laboratory • Maintenance of data, records • Will help and assist the PI/Co-PI for other study activities <p>2B: (HPV vaccine acceptance study- 2 posts)</p> <ul style="list-style-type: none"> • Will be posted at enrolment site. • Will be responsible for data collection through structured questionnaire in the field, counselling of the participants. • Record keeping of study documents. • Will help and assist the PI/Co-PI for study activities • Maintenance of data, records
Project Duration	Initially for a period of 04 Months

Sr.No. 03	
Name of the Post	Project Nurse-II (STI Diagnostic Validation study)
Number of Posts	01 (UR-1)
Age Limit	30 Years
Emoluments	Rs. 20000/- p.m. (+) HRA as admissible
Essential Qualification	1. Minimum second class or equivalent CGPA three-year general nursing and midwife (GNM) course.
Desirable Qualification	<ul style="list-style-type: none"> • Additional qualification and experience in working in research Experience in computer work (MS Word, Excel, and PowerPoint).
Job Responsibilities	<ul style="list-style-type: none"> • The posting will be done in the clinic. • will be responsible for sample collection of the study participant • Pap smear sample, preparation, of the slides cervical sample collection at the clinic. • Assist clinical in all clinical procedures • Sample labeling and sample Transportation. • Drug dispensing and counseling of participant • Record maintenance and monitoring of Disposal of waste as per Biosafety rules • Documentation, Record keeping of samples, reports.
Project Duration	Initially for a period of 04 Months
Sr.No. 04	
Name of the Post	Junior Project Assistant (LDC) (HPV vaccine acceptance study)
Number of Posts	01 (UR-1)
Age Limit	25 Years
Emoluments	Rs. 16000/- p.m.
Essential Qualification	<ol style="list-style-type: none"> 1. 12th pass or equivalent from recognized board. 2. A typing speed of 35 wpm in English or 30 wpm in Hindi or 10500 KDPH in English or 9000 KDPH in Hindi.
Desirable Qualification	<ul style="list-style-type: none"> • Graduate in any discipline with two years' experience in administrative work. • Experience in computer work (MS Word, Excel, and PowerPoint). • Experience of working in research study.
Job Responsibilities	<ul style="list-style-type: none"> • Assisting in conducting, and coordinating the activities regarding the project. • Administrative work i.e. Establishment, Purchase, Accounts Section, Billing Section, day to day work.

Project Duration	Initially for a period of 04 Months
Sr.No. 05	
Name of the Post	Data Entry Operator (Grade-B) (HPV vaccine acceptance study)
Number of Posts	01 (UR-1)
Age Limit	28 Years
Emoluments	Rs. 18000/- p.m.
Essential Qualification	1. Intermediate or 12th pass in science stream from a recognized board with DOECC 'A' level from a recognized institute and/or 2 years experience in Electronic Data Processing (EDP) work in Government Autonomous, Public Sector Undertaking (PSU) or any other recognized organization. AND A speed test of not less than 8000 key depressions per hour through a speed test on a Computer (Certificate Required).
Desirable Qualification	<ul style="list-style-type: none"> • Bachelor's degree from a recognized institution/university or Diploma in computer applications/ management from a recognized university/institution. • Experience in use of any statistical software, preferred Hindi/Marathi typing essential.
Job Responsibilities	<ul style="list-style-type: none"> • Assisting in conducting, and coordinating the activities regarding the data of the project. • Data Entry, record keeping, compiling, and coordinating with the other study sites for data entry.
Project Duration	Initially for a period of 04 Months
Date of Walk-in-Interview /Written test and Reporting Time	Date: 25-09-2024 Reporting time 09.00 – 10.00 AM (Candidates arriving late after 10.00 am will not be entertained under any circumstances)
Place of Interview/Written Test	Auditorium of ICMR-National Institute of Translational Virology and AIDS, Research, Plot No. 73, G-Block, Bhosari, Pune-411026
Selection Procedure	Walk-In-Interview and/or a Written test if the number of eligible candidates is more than 30

Selection Procedure:

Depending upon the number of candidates, a written/skill test will be conducted. The question paper will be on relevant subject matters of the concerned position considering its essential qualification and job requirements, in addition to, general knowledge, reasoning skills, quantitative analysis, language and general aptitude etc. Candidates successfully qualifying for the written/skill test would be considered for interview and/or further process of recruitment, subject to fulfillment of required eligibility criteria in all respects of qualification, age and experience, etc. **Candidates must be present**

at the venue in time before 10:00 am along with a duly filled in and signed application form with their bio-data and all original documents along with one set of photocopies in proof of their educational qualification, experience, age identity etc. Late and incomplete applications will not be considered. No calculators, log tables, electronic devices etc. are allowed for the examination. Director NITVAR reserves the right to change the venue and other recruitment processes as per circumstances.

Terms and conditions: -

1. The number of vacancies may vary.
2. These positions are meant for temporary extramural projects for appointment purely on a temporary contract basis and co-terminus with the project.
3. The advertised posts are tentative without commitment for their filling. Recruitment will depend upon the requirements of the project and the approval of the competent authority.
4. Emoluments: The rates of emoluments/stipends shown in this advertisement are project-specific and may vary according to the sanction of the funding agency of the Project. Payment of emoluments to the project employee will depend on the availability of funds from the funding agency.
5. Age Concession: Age relaxation is admissible in respect of SC/ST/OBC candidates, retired government Employees, project employees, and ex-servicemen under the instructions issued by ICMR 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, subject to the approval of the competent authority. No age relaxation will be available for the UR position.
6. Category once applied will not be allowed to be changed at a later stage and no communication in this regard will be entertained.
7. The Cut-off date for the age limit will be as on the date of the walk-in-interview.
8. Reserved category candidates must produce their Caste Validity Certificate. OBC candidates must possess the latest valid non-creamy layer certificate.
9. A separate application should be submitted for each post/reservation. The project for engagement of the applicant will be decided by the selection committee/appointing authority.
10. Qualification & experience should be in a relevant discipline/field and from an Institution of repute. Experience should have been gained after acquiring the minimum essential qualification.
11. Mere fulfilling the essential qualification does not guarantee the selection.
12. Persons already in regular time scale service under any Government Department / Organizations are not eligible to apply.
13. No TA/DA will be paid and candidate has to arrange transport/accommodation themselves for written test/interview.
14. The institute reserves rights to consider or reject any application/candidature.
15. Submission of wrong or false information during the process of selection shall disqualify the candidature at any stage.
16. Project personnel cannot be permitted to register for Ph.D., due to time constraints.
17. Project personnel 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.
18. Project personnel shall **not** have any claim on a regular post in this institute or in any Department of Government of India and their project service will not confer any right for further assignment or transfer to any other project or appointment/absorption in funding agency or in this institute. Benefits of Provident Fund, Pension Scheme, Leave Travel Concession, Medical claim, etc. are **not** admissible.
19. Initial appointment will be for a period of four months and further continuation/ extension of project service will depend on tenure of the project and performance evaluation of the concerned project employee by his/her project investigator, subject to approval of competent authority.

20. The Project Investigator and/or Appointing authority reserves the right to terminate the service of project personnel even during the agreed contract period or extended contract period without assigning any reason.
21. Leave shall be as per the Institutional policy for project staff.
22. NITVAR reserves the right to cancel/modify the recruitment process at any time, during the process, at its discretion.
23. No accommodation can be provided for any candidate in case the process of test/interview gets delayed till late evening or following day/s due to the overwhelming crowd of candidates. Candidates are advised to carry their Tiffin box/food items/snacks to avoid inconvenience.
24. The decision of the Director, NITVAR will be final and binding.
25. Canvassing in any form will be a disqualification.
26. Corrigendum/addendum/further information; if any; in respect of this advertisement, will be published on our websites only.
27. Due to short-term research projects and the urgency of shouldering the workload, preference will be given to regional/local candidates to join immediately.

Candidate must bring his/her duly filled-in application form in the prescribed format with a recent passport-size color photograph along with a detailed bio-data/C.V. and all relevant documents; **in original**; with one set of self-attested photocopies, in proof of his/her educational qualifications [all certificates and mark-sheets from 10th Std. onwards], working experience, age, caste, and **photo ID** [Aadhaar Card/Indian Passport/PAN Card/Driving License] etc., failing which his/her candidature will not be considered. Please note that no candidate will be permitted to enter the premises of NITVAR without having a valid photo ID. Similarly, entry will not be allowed to the candidates who arrive after 11:00 am.

Director
ICMR-National Institute of Translational
Virology and AIDS Research, Pune

**ICMR- NATIONAL INSTITUTE OF TRANSLATIONAL VIROLOGY AND AIDS
RESEARCH, PUNE**

(Indian Council of Medical Research, New Delhi)

BIO-DATA

Name of the Project:- STI Diagnostic Validation and HPV Vaccine Acceptance Project.

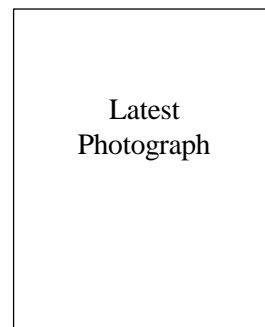
Advertisement No.:- 22/NITVAR/Project Cell/2024-25

1. Name of the Project Post, applied for: _____

2. Reservation applied for: _____

3. Name in full (IN BLOCK LETTERS) :

(First Name) (Middle Name) (Surname/ Last Name)



4. Mother's Name : _____

5. Father's Name : _____

6. Husband's Name : _____

7. Address for Correspondence :

8. Tel/Mobile No. _____

9. E-mail ID: _____

10. Permanent Address:

11. Date of Birth: _____ Age as on : _____

DD/MM/YYYY		

12. Whether SC/ST/OBC/General: _____ Caste: _____

13. Marital Status (Married / Unmarried): _____

14. Educational Qualifications : (Certificates in proof of qualifications must be supported)

Sr.No.	Exam. Passed	Grade	Year of Passing	Board/University	Specialization

15. Work Experience (Certificates in proof of experience must be supported)

Sr.No.	From Date	To Date	Scale of pay	Post held	Name of Employer	Reason for leaving

Total relevant experience for suitability to the post applied: _____ Years _____ Months

Note: Additional information, if any can be provided on a separate paper or on overleaf of this page.

16. Details of National level exams passed, if any:

Exam Passed	Date of Passing	Valid till

17. Details of research publication (indexed Journal):

Sr No	Paper published	Title of paper	Year	Volume & Page No.	First Author or Co-Author	Impact Factor	Citations

18. Fellowship /Awards /Membership (ICMR/CSIR/DEBT/DST/UGC/INSA/Other Academy including International)

S.N.	Name of Fellowship/ Award/ Membership	Name of the sponsoring agency	Month /Year	Amount Salary/Month	Name of the Host Institute	For what Public Health Contribution

19. If selected what period would you require joining the post:

20. Have you ever been declared unfit by a medical Board/Court for appointment in any Government Service? If yes, please furnish details

21. Any other information you wish to add:

Declaration:

I hereby declare that the particulars furnished in this form by me are true to the best of my knowledge and belief. If any of the above information is found to be incorrect or misleading, I am liable to be disqualified for the recruitment process.

Date:

Name:

Place:

Signature of the candidate