

All India Institute of Medical Sciences Madurai

A statutory body established under Ministry of Health & Family Welfare

File no: AIIMS/MDU/IRC/EM-Funded/ICMR/2024/06/01

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VACANCY NOTIFICATION

AIIMS Madurai invites applications from eligible candidates to the following posts for an Indian Council of Medical Research (ICMR) funded research project titled **“Strategies for Engaging the Population in the Prevention and Control of Hypertension and Diabetes and Enhancing Healthcare Seeking in India: The STEPS-INDIA Study”** under the Principal Investigator Dr. S. Lena Charlette, Assistant Professor, Department of Community and Family Medicine.

1. Project Research Scientist III (Medical)

a)	Name of the post	Project Research Scientist III (Medical)
b)	Number of posts	ONE
c)	Duration	48 months *
d)	Maximum age limit	45 years
e)	Qualifications	MBBS/BVSc/BDS+ Post Graduate Degree including the integrated PG degrees with three years' experience after obtaining the eligible degree in these subjects or MPH/PhD Desirable: <ul style="list-style-type: none">• Experience in leading the team of field-based projects, using statistical software's and scientific writing as evidenced by peer reviewed publications.• MD Community Medicine with necessary skills
f)	Remuneration	Rs 93000 + 20% HRA p.m., 3 rd & 4 th year Rs 97650+20% HRA p.m..
g)	Job responsibilities	Project Research Scientist III (Medical) will manage day to day operation of the project and supervise the district study team. He/she will <ul style="list-style-type: none">• be responsible for entire operation of the project in the district.• liaise with health system stakeholders, and community stakeholders in the district.• support the site PI in<ul style="list-style-type: none">○ performing systematic & scoping review○ preparation and translation of study tool, SOP and drafting contents for health education material,○ conducting community health events,○ training field investigators, and health workers○ supervising data collection○ qualitative and Quantitative data analysis and○ report writing.

		<ul style="list-style-type: none"> • monitoring & quality assurance of data collection. • coordinate with ICMR and update on project progress, participate in review meetings/trainings • perform any other work assigned by the PI/ Co-PI/ Supervisory officers
h)	Expected period of joining (Tentative)	November – Early December 2024

2. Project Research Scientist I (non-medical)

a)	Name of the post	Project Research Scientist I (Non-Medical)
b)	Number of posts	ONE
c)	Duration	36 months *
d)	Maximum age limit	35
e)	Qualifications	<ol style="list-style-type: none"> 1. First class Postgraduate degree in sociology/ anthropology including the integrated PG degrees. 2. Second class Postgraduate degree in sociology/ anthropology including the integrated PG degrees with PhD. <p>Desirable: Experience in conducting, analysing and report writing of Qualitative studies as evidenced by peer-reviewed publications.</p>
f)	Remuneration	Rs 56000 + 20% HRA p.m., 3 rd year Rs 58800+20% HRA p.m.
g)	Job responsibilities	<p>The Project Research Scientist I (Non-Medical), will function as anthropologist/qualitative researcher in the project.</p> <p>He/she will</p> <ul style="list-style-type: none"> • assist in preparation and translation of qualitative study tools, SOP and health education material. • Train the team in conducting qualitative inquiries and monitor data collection • conduct qualitative inquiries, develop transcripts, and carry out thematic/content analysis as applicable. • coordinate with ICMR and update on project progress, participate in review meetings/trainings • perform any other work assigned by the PI/ Co-PI/ Supervisory officers
h)	Expected period of joining (Tentative)	2 nd week of January, 2025

3. Project Technical Support III (Project Manager Assistant cum Data Manager)

a)	Name of the post	Project Technical Support III (Project Manager Assistant cum Data Manager)
b)	Number of posts	ONE
c)	Duration	46 months *
d)	Maximum age limit	35 years
e)	Qualifications	Three years Graduate in life sciences/MSW/ Community health/ public health/ business administration+ three years' experience or PG in relevant subject/field. Desirable: <ul style="list-style-type: none"> • Experience in managing research projects/Human Resource management. Expertise in skills related to Information & technology, financial management and DTP work • Enthusiasm to learn newer skills
f)	Remuneration	Rs 28000 + HRA 20% p.m., 3 rd & 4 th year- Rs 29400+20% HRA p.m.
g)	Job responsibilities	The Project Technical Support III (Project Manager Assistant cum data manager) will assist in the project's administrative and financial tasks. He/she will <ul style="list-style-type: none"> • be responsible for project management and implementation, including framing deadlines, task sharing and tracking the progress. • Assist PI in handling project funds, its documentation and preparing financial reports. • ensure compliance with budgetary guidelines, handle administrative tasks such as file management, attendance tracking, and coordinating with institute administration/ research cell. • monitor data collection and ensure its completeness. • Liaisoning with health system and community stakeholders • perform any other work assigned by the PI/ Co-PI/ Supervisory officers
h)	Expected period of joining (Tentative)	2 nd week of December 2024

Note :

1. All the educational qualifications/certificates shall be from recognized board/university.
2. All the experience gained shall be preferably from the Govt organizations and shall be counted after the date of minimum essential qualification. Experience from reputed national/international organizations shall also be considered.
3. Experience shall be from the relevant field/area as required for the project concerned.
4. All community certificates shall be issues by authorized officers of the Government.
5. The candidate should be able to talk fluently in English and Tamil.
6. Important details:

Google form link for application	https://t.ly/Kzc2X
Last date for submission of application	14th October 2024; 5.00 p.m.
Date and reporting time for document verification assessment and interview (Tentative)	5th and 6th November 2024; 9.00 a.m.
Venue for document verification assessment and interview (Tentative)	5th floor Academic Block, All India Institute of Medical Sciences, Madurai (temporary campus), Ramanathapuram Government Medical College, Ramanathapuram

Age Relaxation: -

The age relaxation for SC/ST candidates is up to a maximum period of 5 (Five) years and for OBC candidate up to a maximum period of 3 (Three) years is admissible. Cut-off date for age limit will be as on the date of last date for submission of applications.

Duration:

The total duration of the appointment is as mentioned above .

*Duration of the first appointment will be for 11 months. The contract will be renewed based on the performance evaluation by the project investigator with the approval of the Director. In case, the candidate is not performing well, the candidate can be terminated with a notice of one week. Duration may be extended or curtailed based on the instructions of funding agency.

Place of posting: -

Selected candidates are expected to work from AIIMS Madurai Temporary Campus (GMC-Ramanathapuram). The persons engaged will be posted at AIIMS Madurai (Thoppur campus) on completion of the project. However, the engaged staff is expected to do extensive travel in Madurai district and other study sites/ICMR headquarters in the interest of research work and cross learning from other study sites.

How to apply: -

- The application form should be filled using the google form link. <https://t.ly/Kzc2X>
- In case of any queries write to the following email id: stepsindiaaiimsmadurai@gmail.com
- If the candidate wants to apply for more than one post, a separate application must be submitted for each post using the same google form.

- Candidate must submit his/her duly filled in application form online with a recent passport size colour photograph and a biodata / CV.
- Documents to be submitted: General documents (Proof of age, caste certificate, OBC certificate and photo id [Aadhar Card/Indian Passport/PAN Card/Driving License]), relevant degree and experience certificates.
- Submit all relevant documents, duly self-attested, online as single pdf.
- Submit the application form within the schedule date and time for submission of application, failing which his/her candidature will not be considered.
- Late/Delayed/Incomplete applications will not be considered, and no correspondence will be entertained in this regard.
- Canvassing in any form will lead to disqualification.
- Corrigendum/addendum/further information; if any; in respect of this advertisement, will be published on our website <https://www.aiimsmadurai.edu.in> only. Hence, the candidates are advised to see our website regularly for further updates related to this advertisement.

Selection Procedure: -

- The qualified shortlisted candidates as per the eligibility criteria will be called for an assessment and interview. The email communication for final date of assessment and interview will be sent only to the short-listed candidates.
- Preliminary assessment will include a written exam and hands on exercise. Those shortlisted in the assessment will be interviewed.
- Any request from the candidates for conducting the assessment/interview through video conferencing will not be entertained.
- Mere fulfilling the essential qualification does not guarantee the selection.
- The decision of the selection committee and Principal Investigator will be final.

Method of Selection: -

Selection will be based on the grading in the following domains: -

1. Experience in research work / relevant field-based project.
2. Written Exam and Hands on exercise. [Only the candidates scoring top 10 marks will be shortlisted for interview]
3. Score obtained in Interview.

In case of a tie in the final marks obtained, seniority on basis of date of birth will be considered for selection. **AIIMS - Madurai reserves the right to cancel/modify the recruitment process at any time, at its discretion.**

Syllabus for assessment:

The topic for assessment will include objective type of questions related to qualitative and quantitative research, health system and non-communicable diseases. In addition, the assessment will include hands on exercises on qualitative/quantitative data management, analysis and reporting.

Terms & conditions: -

1. This post is a tenure job for fixed duration under ICMR funded research project. These positions are purely temporary posts and co-terminus with the project.
2. 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.
3. Persons already in regular time scale service under any Government Department / Organizations are not eligible to apply.
4. No TA/DA will be paid to attend interview / personal discussion and candidates must arrange transport / accommodation themselves.
5. AIIMS Madurai reserves rights to consider or reject any application / candidature, without assigning any reason.
6. Submission of wrong or false information during the process of selection shall disqualify the candidature at any stage. Canvassing in any form will render the candidate disqualified for the post. The prescribed qualification is minimum and mere possessing the same does not entitle any candidate for selection. Incomplete applications will be summarily rejected.
7. The persons engaged as Project Research Scientist cannot be permitted to register for Ph.D., due to time constraints.
8. The persons engaged on Project Research Scientist shall not have any claim on a regular post in ICMR or in AIIMS Madurai 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 / AIIMS-Madurai.
9. Benefits of Leave, Provident Fund, Pension Scheme, Leave Travel Concession, Medical claim, Staff Quarters and other facilities applicable to the regular staff of ICMR / AIIMS Madurai etc. are not admissible to the Project Research Scientist.
10. Travelling Allowance will be provided to the project staff as admissible as per the existing guidelines.
11. Continuation / Extension to engagement of Project Research Scientist will depend upon the evaluation of performance, tenure of the project, availability of funds, functional requirements and approval of Competent Authority.
12. AIIMS Madurai reserves the right to terminate the project human resource position even during the agreed contract period or extended contract period without assigning any reason.
13. At the time of applying for the project position, the applicant shall be required to submit duly filled in and signed Undertaking (Annexure-II) along with application form as per Annexure I.
14. These are not the regular posts under ICMR or AIIMS Madurai. Based on this experience, the selected candidate cannot claim any permanent employment either from ICMR or from AIIMS Madurai.
15. In case the candidate wishes to resign from the post, he/she should furnish a notice of one month period or submit one month salary. Once the project duration is completed, the tenure is automatically over for candidate selected for this project.
16. The decision of selection committee in respect of eligibility and selection is final and binding on all.
17. All disputes will be subject to jurisdiction of Madurai.

18. This appointment is a full-time appointment and private practice of any kind is prohibited.

19. The candidate must bring the following documents for verification during assessment/interview: -

- a. Govt issued ID (Aadhar/PAN/Passport/Driving Licence), poof of Date of birth and caste
- b. Reservation category Certificate (OBC*/SC/ST/PwD/EWS) (*Candidate should belong to non-creamy layer of Central List of OBC).
- c. Original certificates for verification of educational qualifications
- d. Experience certificate from previous workplaces
- e. One set of xerox copies of qualifying and experience certificates
- f. Passport size photos (Two)

Annexure I

All India Institute of Medical Sciences, Madurai
Application form (to be filled in Google form)

Name of the post:

Name of the candidate (Full in Block Letters):

Mother's Name:

Father's Name:

Address for correspondence:

Mobile Number:

Email id:

Date of Birth:

Caste: SC/ST/OBC/General

Marital status: Married /Unmarried

Educational Qualification:

Sno	Exam passed	Grade	Year of passing	Board/university	Subject

Work Experience:

Sno	Period		Post held	Scale of pay	Name of employer
	From	To			

Details of research publication

S no	Journal	Title	Year	Vol & Pg no	Author	Citations

If selected, what duration would you require for joining?

Have you been declared unfit by medical/court for appointment in any Govt service: Yes/No

If Yes, Mention the reason:

Annexure II

**To be submitted by the applicant applying for engagement on the project position(s)
along with application format**

1. I understand that my engagement will be purely on time bound contractual basis. As such, I will not claim either for extension/continuation of my project services or for regularisation of my services at ICMR or AIIMS Madurai
2. I further state that no criminal proceedings are either pending or contemplated against me in any court of law/police records
3. Declaration:

I hereby declare that the particulars/documents furnished by me are true to the best of my knowledge and belief. I understand that furnishing of false information or suppression facts or any act in contravention to the terms of my contract and terms of the undertaking, shall attract disqualification and would amount to fraudulent act under Indian Contract Act, 1872 and may render me unfit, at any stage of my engagement

Place:

Signature:

Date:

Name:

Project position: