



**ICMR-NATIONAL INSTITUTE OF EPIDEMIOLOGY**  
Department of Health Research, Ministry of Health and  
Family Welfare, Government of India  
**R-127, Second Main Road, TNHB, Ayapakkam,  
Chennai – 600 077**

No. NIE/PE/Advt/August-2021/44

Date: 11.08.2021

### **VACANCY NOTIFICATION**

Applications are invited for the project posts mentioned below from the eligible candidates in the prescribed proforma appended

1)

- A) Name of the post : **Project Research Assistant**  
B) Name of the project : Cohorts for Zika Epidemiology in India (COZEI)  
C) Number of Vacancies : 01 (One)  
D) Place of posting : ICMR-NIE, Chennai  
E) Mode of submission of applications : **Through email** (Application form along with all supporting documents)  
F) Email Id : nieprojectcell@nieicmr.org.in

<b>Essential Qualification</b>	Graduate in Statistics/Biostatistics/Public Health from a recognized university with 3 years' experience from a recognized institute.  OR Master's Degree in Biostatistics/Public Health from a recognized Institution/University.
<b>Date of Online Interview</b>	Will be intimated later
<b>Remuneration</b>	Rs. 31,000/- per month
<b>No. of posts &amp; Category</b>	01 (OBC – 01)
<b>Age Limit</b>	33 Years (Including 3 years age relaxation)
<b>Desirable Qualification</b>	<ul style="list-style-type: none"><li>▪ MPH, MSc (Epidemiology/Public Health/Biostatistics) degree.</li><li>▪ Diploma/Degree in Computer Science/Computer Application/Information Technology.</li><li>▪ Experience in Health Research.</li><li>▪ Knowledge of web application for building and managing online surveys and databases (Viz REDCap and ODK)</li><li>▪ Experience in data management.</li><li>▪ Experience in statistical analysis using software STATA/SPSS.</li></ul>

<b>Nature of Duties</b>	<ul style="list-style-type: none"> <li>▪ Responsible for data management for the project.</li> <li>▪ Responsible for carrying out statistical analysis.</li> <li>▪ Contribute towards preparation of progress reports and activity reports.</li> <li>▪ Travel to study sites.</li> <li>▪ Administration work.</li> <li>▪ Any other work assigned by the Director/PI/Co-PI/Superior Officer</li> </ul>
<b>Duration</b>	Upto 24 <sup>th</sup> March 2022 (extendable based on performance and project extension)

2)

- A Name of the post : **Project Upper Division Clerk**  
 B Name of the project : Cohorts for Zika Epidemiology in India (COZEI)  
 C Number of Vacancies : 01 (One)  
 D Place of posting : ICMR - NIE.  
 E Mode of submission of applications : **Through email** (Application form along with all supporting documents)  
 F Email Id : nieprojectcell@nieicmr.org.in

<b>Essential Qualification</b>	<ul style="list-style-type: none"> <li>▪ 12<sup>th</sup> pass or equivalent from a recognized board with 5 years of experience in Administrative work.</li> <li>OR</li> <li>▪ Graduate in any discipline with 2 years experience of administration work.</li> <li>AND</li> <li>A typing speed of 35 wpm in English.</li> </ul>
<b>Date of Online Interview</b>	Will be intimated later
<b>Remuneration</b>	Rs. 17,000/- per month
<b>No. of posts &amp; Category</b>	01 (EWS – 01)
<b>Age Limit</b>	28 Years
<b>Desirable Qualification</b>	<ul style="list-style-type: none"> <li>▪ Masters Degree in Commerce/Accounting/Finance</li> <li>▪ Work Experience in Government institutions.</li> </ul>
<b>Nature of Duties</b>	<ul style="list-style-type: none"> <li>▪ Preparation of budget and utilization statements.</li> <li>▪ Preparation of pay bills and returns.</li> <li>▪ Processing of TA claims.</li> <li>▪ Maintenance of accounts and receipts.</li> <li>▪ Maintenance of budget and fund transfer records.</li> <li>▪ Preparation of letters of correspondence etc.</li> <li>▪ Any other work assigned by the Director/PI/Co-PI or any supervisory officer.</li> </ul>
<b>Duration</b>	Upto 24 <sup>th</sup> March 2022 (extendable based on performance and project extension)

3)

- A Name of the post : **Project Research Assistant**  
 B Name of the project : Cohorts for Zika Epidemiology in India (COZEI)  
 C Number of Vacancies : 01 (One)  
 D Place of posting : SMS Medical College and Hospital, Jaipur.  
 E Mode of submission of applications : **Through email** (Application form along with all supporting documents)  
 F Email Id : nieprojectcell@nieicmr.org.in

<b>Essential Qualification</b>	Graduate in Public Health/Epidemiology/Psychology/ Medical Sociology/Social work from a recognized university with 3 years-experience from a recognized institute.  OR Master's Degree in Public Health/Epidemiology/Psychology/ Medical Sociology/Social work from a recognized Institution/University.
<b>Date of Online Interview</b>	Will be intimated later
<b>Remuneration</b>	Rs. 31,000/- per month
<b>No. of posts &amp; Category</b>	01 (OBC – 01)
<b>Age Limit</b>	<ul style="list-style-type: none"> <li>▪ 33 Years (Including 3 years age relaxation)</li> </ul>
<b>Desirable Qualification</b>	<ul style="list-style-type: none"> <li>▪ Experience in conducting interviews of study participants.</li> <li>▪ Experience in conducting counseling session.</li> <li>▪ Experience of working as a part of a research project team.</li> <li>▪ Ability to use computer applications.</li> <li>▪ Proficient to read, write and speak in Hindi and English.</li> </ul>
<b>Nature of Duties</b>	<ul style="list-style-type: none"> <li>▪ Conduct interviews/counseling.</li> <li>▪ Collect clinical data.</li> <li>▪ Documentation and maintenance of all project records.</li> <li>▪ Logistics/administrative support.</li> <li>▪ Conduct field visits/home visits.</li> <li>▪ Perform any other work assigned by the Director/PI/Co-PI/Superior Officer.</li> </ul>
<b>Duration</b>	Upto 24 <sup>th</sup> March 2022 (extendable based on performance and project extension)

4)

- A Name of the post : **Project Scientist – B (Medical/Non-Medical) (Site Coordinator)**  
 B Name of the project : Cohorts for Zika Epidemiology in India (COZEI)  
 C Number of Vacancies : 01 (One)  
 D Place of posting : SMS Medical College and Hospital, Jaipur.

- E Mode of submission of applications : **Through email** (Application form along with all supporting documents)
- F Email Id : nieprojectcell@nieicmr.org.in

<b>Essential Qualification</b>	<p><b>Medical:</b> MBBS degree with one year experience in research/training from a recognized institute.</p> <p><b>Non-Medical:</b> 1<sup>st</sup> Class Masters' degree in Public Health/Epidemiology/Social work from a recognized university with 2 years research experience. OR 2<sup>nd</sup> Class Master's Degree with Ph.D. in Public Health/Epidemiology/Social work from a recognized Institution/University. OR BDS/B.V.Sc degree with one year research experience.</p>
<b>Date of Online Interview</b>	Will be intimated later
<b>Remuneration</b>	<p><b>Medical</b> Rs. 61,000/- per month (plus HRA)</p> <p><b>Non-Medical:</b> Rs. 48,000/- per month (plus HRA)</p>
<b>No. of posts &amp; Category</b>	01 (ST – 01)
<b>Age Limit</b>	40 Years (Including 5 Years age relaxation)
<b>Desirable Qualification</b>	<ul style="list-style-type: none"> <li>▪ Masters'/DNB/PhD degree in Public Health/Epidemiology/Social work.</li> <li>▪ MD degree in Community Medicine/Preventive and Social Medicine.</li> <li>▪ Knowledge of computer applications/data management.</li> <li>▪ Experience of health-related research, including supervision and data collection.</li> <li>▪ Proficient in writing scientific reports and manuscript as evidence with publications.</li> <li>▪ Proficient to read, write and speak in Hindi and English.</li> </ul>
<b>Nature of Duties</b>	<ul style="list-style-type: none"> <li>▪ Provide technical and administrative support for planning, implementation and coordination.</li> <li>▪ Coordinate with the Lead research institute/stakeholders in the implementation of the project.</li> <li>▪ Supervise data collection/project implementation.</li> <li>▪ Prepare reports on status of the project implementation.</li> <li>▪ Organize meetings/workshops/training programmes.</li> <li>▪ Any other work assigned by the Director/PI/Co-PI/Superior Officer.</li> </ul>
<b>Duration</b>	Upto 24 <sup>th</sup> March 2022 (extendable based on performance and project extension)

5)

- A Name of the post : **Project Junior Nurse**  
 B Name of the project : Cohorts for Zika Epidemiology in India (COZEI)  
 C Number of Vacancies : 01 (One)  
 D Place of posting : SMS Medical College and Hospitals, Jaipur  
 E Mode of submission of applications : **Through email** (Application form along with all supporting documents)  
 F Email Id : nieprojectcell@nieicmr.org.in

<b>Essential Qualification</b>	<ul style="list-style-type: none"> <li>▪ Diploma in nursing.</li> <li>OR</li> <li>▪ High school or equivalent with science subject plus certificate course in ANM.</li> </ul>
<b>Date of Online Interview</b>	Will be intimated later
<b>Remuneration</b>	Rs. 18,000/- per month
<b>No. of posts &amp; Category</b>	01 (UR – 01)
<b>Age Limit</b>	28 Years
<b>Desirable Qualification</b>	<ul style="list-style-type: none"> <li>▪ Experience in conducting counseling sessions.</li> <li>▪ Experience in pediatric blood collection.</li> <li>▪ Experience in handling newborns.</li> </ul>
<b>Nature of Duties</b>	<ul style="list-style-type: none"> <li>▪ Conducting interviews/counseling.</li> <li>▪ Collect clinical data.</li> <li>▪ Documentation and maintenance of all project records.</li> <li>▪ Logistics/administrative support.</li> <li>▪ Conduct field visits/home visits.</li> <li>▪ Perform any other work assigned by the Director/PI/Co-PI/Superior Officer.</li> </ul>
<b>Duration</b>	Upto 24 <sup>th</sup> March 2022 (extendable based on performance and project extension)

**How to Apply:**

Filled Application form along with supporting documents should be submitted through email id [nieprojectcell@nieicmr.org.in](mailto:nieprojectcell@nieicmr.org.in) on or before closing date 25.08.2021 up to 05:00 p.m.

**Instructions to the candidates:**

- 1) The application should be as per the prescribed format (Annexure – A).
- 2) Candidates should enclose photocopies of educational qualification and experience and other testimonials duly self attested along with filled application.
- 3) The crucial date for determining the age limit shall be the closing date for receipt of application.
- 4) Experience certificate should clearly indicate the nature of duty during the period of employment.
- 5) No - Objection Certificate from the current employer (for Govt. / AB / PSU Servants only).
- 6) All posts are 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 joining the post in case of selection.
- 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) Candidates are advised to check ICMR – NIE website regularly for further information, changes, which will be updated from time to time.
- 11) Date, Time and Place of interview will be intimated by email separately to the eligible candidates.
- 12) Incomplete applications without relevant enclosures will be out rightly rejected.

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

**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
<b>Total</b>							

\* 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)**

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

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

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

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

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

**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**