



No. NIRT/PROJ/RECTT/2022-23

Dt: 13.06.2022

WALK-IN WRITTEN TEST/INTERVIEW

The following posts are to be filled purely on temporary basis from willing eligible candidates for the below mentioned projects implemented by this institute as detailed thereon.

**VENUE: ICMR-NATIONAL INSTITUTE FOR RESEARCH IN TUBERCULOSIS,
NO.1, MAYOR SATHYMOORTHY ROAD, CHETPET, CHENNAI: 600031.**

DATE OF WRITTEN TEST/INTERVIEW: 28.06.2022

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| 1. | Name of the post | Project Technical Officer (Medical Social Worker) |
| | Name of the Project | A cross-sectional study to estimate the influence of malnutrition, diabetes mellitus and helminth infections on biosignatures in latent tuberculosis in a South Indian population |
| | Place of posting | CHENNAI |
| | Number of post | 1 Post – (OBC) |
| | Essential Qualification | Bachelor's degree in Sociology from a recognized university with five years' work experience from recognized institution. OR Master's degree in Sociology from a recognized university. |
| | Nature of Duties | <ul style="list-style-type: none">• To work as a team member in the multidisciplinary team consisting of clinician, field investigators, nursing and paramedical staff. To coordinate and help the participants, family and other team members. Maintain liaison with the field and clinical team.• To assess the social condition of the participants and provide appropriate counselling and motivation to participate in research studies.• To assist with the field team and the clinicians for study conduct as per study protocol. Will help in identifying eligible study participants and help the participant in smooth participation in the study from the community and maintain the link with the participant, the community and the health services.• To do follow up with the participant and their family as per the needs of the study. This may involve survey data, one to one counselling, group work and community awareness programmes.• To reach out to the people in their home to create awareness, to interact with them and to convince them about the study purpose and benefits/risks associated with their participation in the research studies, motivate for sample collection (blood, urine, stool) in a language he/she and his/her family can understand, assist consent, assent process. |

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| | <ul style="list-style-type: none"> To perform socio-demographic data collection (paper/electronic) as per protocol and track, maintain everyday enrolment log sheets, field cards etc. Participate in training programme in Medical Social Work (BSW/MSW), other data collection trainings and to participate in medico-social research. Working hours: Report time at Thiruvallur unit: 6:00 AM. 6.00 AM to 2.30 PM during field visits and 9.00 AM to 5.30 PM during office duty at Thiruvallur unit or NIRT-ICER Chennai. Any other duties assigned by the study PI for study conduct. |
| Age limit | Not exceeding 30 years. |
| Emoluments | Consolidated salary Rs.32,000/- p.m. |
| Duration | Initially for a period of Six Months |
| Date of Walk-in written test/ interview & Reporting time | 28.06.2022 9.00 AM TO 10.00 AM (written test/interview 11.00 AM onwards) |

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| 2. | Name of the post | Project Administrative Assistant |
| | Name of the Project | A cross-sectional study to estimate the influence of malnutrition, diabetes mellitus and helminth infections on biosignatures in latent tuberculosis in a South Indian population |
| | Place of posting | CHENNAI |
| | Number of post | 1 Post – (OBC) |
| | Essential qualification | Graduate in any discipline with 5 years' experience of administration/ finance and accounts work |
| | Nature of Duties | <ul style="list-style-type: none"> Will be responsible for Accounting and Fund maintenance. Will get trained in the software to be used for account maintenance-accounting system for recording expenses and requesting and funding. Will also be responsible for all indents placed and purchased, financial matters, staff contracts, preparing and submitting financial reports and invoices on a regular basis to the budget administrator. Will ensure that accounts are audited according to Indian Accounting laws and also interact with institute finance office. We request 100% effort for the whole study period. Ensure timely hiring and purchasing items from local market for smooth program operations. Maintain books of accounts for all expenditure as required. Ensure timely approval and payments against the approved expenditure. Any other duties assigned by the study PI for study conduct. |

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| Age limit | Not exceeding 30 years. |
| Emoluments | Salary of Rs.32,000/- p.m. |
| Duration | Initially for a period of Six Months |
| Date of Walk-in written test/ interview & Reporting time | 28.06.2022 9.00 AM TO 10.00 AM (written test/interview 11.00 AM onwards) |

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| 3. | Name of the post | Senior Project Assistant (UDC) |
| | Name of the Project | A cross-sectional study to estimate the influence of malnutrition, diabetes mellitus and helminth infections on biosignatures in latent tuberculosis in a South Indian population |
| | Place of posting | CHENNAI |
| | Number of post | 1 Post – (UR) |
| | Essential Qualification | 12th pass or equivalent from a recognized board with 5 years' experience of administrative work. OR Graduate in any discipline with 2 years' experience of administration work. AND A speed test of not less than 8000 key depressions per hour (kdph) on computer. |
| | Nature of Duties | <ul style="list-style-type: none"> • Will be responsible for Accounting and Fund maintenance. • Will get trained in the software to be used for account maintenance-accounting system for recording expenses and requesting and funding. • Will also be responsible for all indents placed and purchased, financial matters, staff contracts, preparing and submitting financial reports and invoices on a regular basis to the budget administrator. • Will ensure that accounts are audited according to Indian Accounting laws and also interact with institute finance office. • We request 100% effort for the whole study period. • Ensure timely hiring and purchasing items from local market for smooth program operations. • Maintain books of accounts for all expenditure as required. • Ensure timely approval and payments against the approved expenditure. • Any other duties assigned by the study PI for study conduct. |
| | Age limit | Not exceeding 28 years. |

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| Emoluments | Consolidated salary Rs.17,000/- p.m. |
| Duration | Initially for a period of Six Months |
| Date of Walk-in written test/ interview & Reporting time | 28.06.2022 9.00 AM TO 10.00 AM (written test/interview 11.00 AM onwards) |

INSTRUCTIONS TO THE CANDIDATES:

1. The Candidates should bring filled application form in the prescribed format which can be downloaded from websites www.nirt.res.in, www.icmr.nic.in at **ICMR-National Institute for Research in Tuberculosis, No.1, Mayor Sathyamoorthy Road, Chetpet, Chennai 600 031** along with self-attested copies of all credentials in support of educational qualifications, age, caste/community and affixing a colour passport size photograph on the application form while reporting for walk-in written test/interview on the date and time mentioned above. **Original Certificates of all these credentials should also be carried with for verification.**
2. For reserved category posts, candidates must produce their latest Caste Validity Certificate. OBC candidates must possess a latest valid non-creamy layer certificate. PWD candidates shall produce latest disability certificate issued by a Medical board of Government hospital with not less than 40% disability.
3. 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 ICMR research projects will also be admissible for experienced and skilled persons.
4. Experience certificate should clearly state the nature of work 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 engagement 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 NIRT/ICMR or continuation of his/her services in any other project.
8. TA/DA will not be paid by NIRT for attending the written test/ interview.
9. 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.
10. Any further information may be downloaded from ICMR-NIRT website which will be updated from time to time.
11. Date of Walk-in written test/Interview may be changed due to administrative reasons, hence, candidates are advised to check website before appearing for walk-in written test/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