



आई सी एम आर – राष्ट्रीय जानपदिक रोग विज्ञान संस्थान  
स्वास्थ्य अनुसंधान विभाग, स्वास्थ्य और परिवार  
कल्याण मंत्रालय, भारत सरकार

**ICMR – NATIONAL INSTITUTE OF EPIDEMIOLOGY**  
Department of Health Research, Ministry of Health and  
Family Welfare, Government of India



No. NIE/PE/Advt/April/2022/13

Date: 22.04.2022

### **WALK-IN INTERVIEW / WRITTEN TEST**

Candidates are invited to attend Walk-In Interview / Written Test between 9.30 AM to 10.00 AM for project posts under the various projects on contract basis as detailed below (please refer Website for changes if any in the date of interview).

1	<b>Name of the Project</b>	Model for Integrated influenza Surveillance in Tamil Nadu, India (MIST)
	<b>Name of the post</b>	<b>Project Upper Division Clerk (Senior Project Assistant)</b>
	<b>Place of Interview</b>	ICMR – NIE
	<b>Date of interview</b>	09.05.2022
	<b>No. of posts &amp; Category</b>	1 (OBC)
	<b>Place of posting</b>	ICMR – NIE
	<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' experience of administrative work</li></ul> (OR) <ul style="list-style-type: none"><li>Graduate in any discipline with 2 years' experience of administration work.</li></ul> A speed test of not less than 8000 key depressions per hour through speed test on computer
	<b>Desirable Qualification and Experience</b>	<ul style="list-style-type: none"><li>Good written and oral communication skills in English.</li><li>Advance computer knowledge (Data management, editing and DTP)</li><li>Experience in online course management.</li></ul>
	<b>Remuneration</b>	Rs.17,000/- per month
	<b>Age Limit</b>	31 Years (Including age relaxation)
<b>Nature of Duty</b>	a) Answer telephone calls/queries and email queries regarding online course. b) Preparation of letters of correspondence etc. c) Administrative work related to the project. Any other work assigned by the PI/Co-PI/Superior Officer.	
<b>Duration</b>	11 Months (May be extended on satisfactory performance and continuation of the project)	

2	<b>Name of the Project</b>	Model for Integrated influenza Surveillance in Tamil Nadu, India (MIST)
	<b>Name of the post</b>	<b>Project Semi Skilled Worker</b>
	<b>Place of Interview</b>	ICMR – NIE
	<b>Date of interview</b>	09.05.2022
	<b>No. of posts &amp; Category</b>	1 (OBC)
	<b>Place of posting</b>	ICMR – NIE
	<b>Essential Qualification</b>	<ul style="list-style-type: none"> <li>High school or equivalent.</li> </ul>
	<b>Remuneration</b>	Rs.15,800/- per month
	<b>Age Limit</b>	28 Years
	<b>Nature of Duty</b>	<ul style="list-style-type: none"> <li>Assist in the collection/ receipt of samples, lab supplies, etc.</li> <li>Preparation of laboratory material for testing, carrying out sterilization</li> <li>Daily maintenance of laboratory equipment and work areas</li> <li>Bio – waste management</li> <li>Perform any other work assigned by the Director/ PI/ Co-PI/ Supervisory Officer</li> </ul>
<b>Duration</b>	11 Months (May be extended on satisfactory performance and continuation of the project)	

3	<b>Name of the Post</b>	<b>Project Data Entry Operator (Grade-A)</b>
	<b>Date of Interview</b>	<b>09.05.2022</b>
	<b>Number of Post</b>	<b>1 (EWS)</b>
	<b>Project</b>	Model for Integrated influenza Surveillance in Tamil Nadu, India (MIST)
	<b>Place of Posting</b>	ICMR-NIE, Chennai
	<b>Essential Qualification</b>	<ul style="list-style-type: none"> <li>Intermediate or 12<sup>th</sup> Pass from recognized board.</li> <li>A speed test of not less than 8000 key depressions per hour through speed test on computer.</li> </ul>
	<b>Desirable Qualification</b>	<ul style="list-style-type: none"> <li>Typing certificate in English Lower / Higher issued by State Government.</li> </ul>
	<b>Age limit</b>	25 years
	<b>Emoluments</b>	Rs. 17,000/- per month
	<b>Nature of Duties</b>	<ul style="list-style-type: none"> <li>Data entry work</li> <li>Administrative work related to the project</li> <li>Any other work assigned by the Director/PI/Co-PI/ Supervisory officer.</li> </ul>
	<b>Duration</b>	11 Months (May be extended on satisfactory performance and continuation of the project)

4	<b>Name of the Post</b>	<b>Project Data Entry Operator (Grade-B)</b>
	<b>Date of Interview</b>	<b>09.05.2022</b>
	<b>Number of Post</b>	<b>1 (UR)</b>
	<b>Project</b>	Understanding availability of Essential Diagnostics in Health care systems: identifying barriers and facilitators – NEDL
	<b>Place of Posting</b>	ICMR-NIE, Chennai
	<b>Essential Qualification</b>	Intermediate or 12 <sup>th</sup> Pass in Science stream from recognized board with DOEACC “A” level from a recognized institute.  (OR) Two Years’ experience in EDP work in recognized organization. A speed test of not less than 8000 key depressions per hour through speed test on computer.
	<b>Desirable Qualification</b>	<ul style="list-style-type: none"> <li>• Typing certificate in English Lower / Higher issued by State Government.</li> </ul>
	<b>Age limit</b>	28 years
	<b>Emoluments</b>	Rs. 18,000/- per month
	<b>Nature of Duties</b>	<ul style="list-style-type: none"> <li>• Data entry work</li> <li>• Administrative work related to the project</li> <li>• Any other work assigned by the Director/PI/Co-PI/ Supervisory officer</li> </ul>
<b>Duration</b>	1 year (May be extended on satisfactory performance and continuation of the project)	

5	<b>Name of the Project</b>	Prevalence and Severity Haemoglobin disorders (Haemoglobinopathies and G6Pd deficiency) and the measures of multimorbidity and morbidity burden of selected hemoglobinopathies among Tribal population of Tamil Nadu
	<b>Name of the post</b>	<b>Project Senior Investigator</b>
	<b>Place of Interview</b>	ICMR – NIE
	<b>Date of interview</b>	10.05.2022
	<b>No. of posts &amp; Category</b>	01 (UR)
	<b>Place of posting</b>	ICMR-NIE
	<b>Essential Qualification</b>	Graduate degree in Social Work / Social Sciences from a recognized University with five years of work experience from a recognized institution in the relevant subject  OR Master’s Degree in Social Work / Social Sciences from a recognized University
	<b>Desirable Qualification and Experience</b>	(i). Experience in collecting Socio-demographic data, Anthropometric data, Dietary intake, etc., (ii). Knowledge of Computer Application
	<b>Remuneration</b>	Rs.32,000/- per month
	<b>Age Limit</b>	30 Years

	<b>Nature of Duty</b>	<p>i). Perform all activities in the field during survey and investigation, including enumeration, enrolment of eligible participants, interview of participants, collection of Socio-demographic data, Anthropometric data, dietary intake data, ect</p> <p>(ii). Undertake field visits and possible stay in tribal regions of Tamil Nadu for data collection and observation</p> <p>(iii). Micro-level planning with the team members for routine field work activities,</p> <p>(iv). daily monitoring of progress and take timely corrective action for maintain highest quality data collection and participation &amp; completion of survey activities.</p> <p>(v). Assist the Scientist-B (Non-medical) in trainings, at field&amp; sensitizations as well as other preparatory activities for the survey.</p> <p>(vi). Any other job as assigned by PI</p>
	<b>Duration</b>	Upto 19.11.2022 (Renewable for the project duration subject to performance and project requirement)

6	<b>Name of the Project</b>	Prevalence and Severity Haemoglobin disorders (Haemoglobinopathies and G6Pd deficiency) and the measures of multimorbidity and morbidity burden of selected hemoglobinopathies among Tribal population of Tamil Nadu
	<b>Name of the post</b>	<b>Project Semi Skilled Worker</b>
	<b>Place of Interview</b>	ICMR – NIE
	<b>Date of interview</b>	10.05.2022
	<b>No. of posts &amp; Category</b>	01 (EWS)
	<b>Place of posting</b>	ICMR-NIE
	<b>Essential Qualification</b>	High School or equivalent
	<b>Desirable Qualification and Experience</b>	Experience in assisting field sample collection, washing of glasswares / general cleaning of laboratory equipments, maintenance of lab cleanliness.
	<b>Remuneration</b>	Rs.15,800/- per month
	<b>Age Limit</b>	25 Years
	<b>Nature of Duty</b>	<p>(i). Perform all activities in the field during survey and investigation,</p> <p>(ii). Undertake field visits and possible stay in tribal regions of Tamil Nadu for data collection and observation</p> <p>(iii). Assist the Sr. Investigators at Field, training &amp; sensitizations as well as other preparatory activities for the survey.</p> <p>(vii). Any other job as assigned by PI</p>
	<b>Duration</b>	Upto 19.11.2022 (Renewable for the project duration subject to performance and project requirement)

## **Instructions to the candidates for Walk in Interview**

1. Please bring the filled in application with one set of photocopy of qualification and experience and other testimonials.
2. Candidate should submit all certificates / testimonials in original for verification. Candidates who fail to bring the Original Certificates for written test / Interview will not be considered.
3. Age relaxation is admissible in respect of OBC candidates, Retrenched Government Employees, Departmental Candidates (including projects) in accordance with the instructions issued by the Central Government from time to time.
4. Experience certificate should clearly indicate the nature of duty during the period of employment. Appointment order, pay slip and offer of appointment will not be accepted in place of experience certificate. Experience certificate should contain salary per month and duration.
5. No-Objection Certificate from the current employer (for Govt./AB/PSU Servants only).
6. The above said post is 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 attending the written test/interview.
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. Any further information may be downloaded from ICMR-NIE website (Careers) which will be updated from time to time.
11. **Date of Walk-in Interview may be changed due to administrative reasons, hence, candidates are advised to check website before appearing Walk-in 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**

**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**