



ICMR- NATIONAL INSTITUTE OF MEDICAL STATISTICS
Ansari Nagar, New Delhi-110029

Walk-in-Interview

File No. NIMS/NCRC-19/2020

Project entitled : National Clinical Registry for Covid-19
Date : 02-05-2023
Time : 10:00 AM
Place- : ICMR-National Institute of Medical Statistics, New Delhi-110029

A. Project Assistant		
1.	Name of the Post	Project Assistant
2.	Number of Post	One
3.	Upper Age Limit	Not more than 30 years as on 24 th April,2023
4.	Consolidated Salary	Rs. 31,000/-pm (fixed)
5.	Duration	04 Months (renewable on the basis of performance)
6.	Category	UR
7.	Essential Qualification and experience	Graduate in any discipline with 3 years' experience of administration work.
8.	Desirable Experience	1. Knowledge of file management and office work 2. Knowledge and experience of budget related work would be added advantage. 4. Additional experience of Administrative work/Accounts work
9.	Nature of Duties	Project Work Management of files, budget preparation, conducting meetings & administration assistance.
B. Senior Research Fellow (SRF)		
1.	Name of the Post	Senior Research Fellow (SRF)
2.	Number of Post	One
3.	Upper Age Limit	Below 40 years as on 24 th April,2023
4.	Consolidated Salary	Rs.35000+27% HRA
5.	Duration	04 Months (renewable on the basis of performance)
6.	Category	EWS
7.	Essential Qualification and experience	Post Graduate in Statistics/Biostatistics with two years' experience
8.	Desirable Experience	Hands on Experience in data analysis using R, Stata or SPSS. Knowledge in Multiple Regression Analysis & Survival analysis will be Appreciated.
9.	Nature of Duties	Data Retrieval Entry and analysis

General Terms and Conditions:

- The posts are to be filled on purely temporary basis till the project lasts. The appointment can be terminated with one month notice from either side without assigning any reason.
- Since the posts are purely temporary, the incumbents selected will have no claim for regular appointments at ICMR-NIMS or the ICMR or any other institute of the council or claim continuation of his/her service in any other project. No other benefits are admissible as per ICMR rules.
- No TA/DA will be paid for attending the interview.
- Leave shall be as per ICMR rules for project staff.
- Age relaxation may be admissible in accordance with the instructions issued by ICMR from time to time, Skilled and experienced persons engaged in ICMR projects, those who have entered ICMR project, within the prescribed age limit, without availing age relaxation, may also be considered for age relaxation to the extent of project term served by him / her upto a maximum of five years.

- vi. Qualification and experience should be from a recognized university/organization/institution. Experience should have been gained after acquiring the minimum essential qualification.
- vii. Mere fulfilling the essential qualification does not guarantee the selection.
- viii. Appointing authority, reserves the right to consider or reject any application/candidature.
- ix. Submission of wrong or false information during the process of selection shall disqualify the candidature at any stage.
- x. Canvassing in any form will be a disqualification and the decision of the Selection Committee will be final.
- xi. Candidate coming for the interview/written test should bring a duly filled in application in the prescribed format, a recent passport size photograph, originals as well as photocopies of certificates and documents and other testimonials to support the claim of experience etc.



Administrative Officer