



## **WALK-IN INTERVIEW**

Applications are invited for the project entitled "**National TB Prevalence Survey**" for the project of Department of Health Research/Indian Council of Medical Research from eligible candidates for various post (purely contractual) on consolidated salary for 18 months. Interested candidates may send the brief resume through web link and appear for walk-in-interview along with the supporting documents on **21<sup>th</sup> Dec 2018 at Delhi for Delhi Team and on 22<sup>th</sup> Dec 2018 at Chennai for Chennai Team**. For details of the post eligibility, emoluments etc.,

Please visit <http://apply.inductusskills.com/> This information is also available at web sites of DHR, ICMR and Central TB Division.

For any query...

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# INDIAN COUNCIL OF MEDICAL RESEARCH

## National Tuberculosis Prevalence Survey, India

Tuberculosis Prevalence Survey is a time bound activity and is crucial for TB Elimination in India. It is planned to be undertaken on mission mode. High level of commitment is required with a will to work on Sundays & holidays (except, important local holidays). Job requires monitoring and intermittent field work throughout the country in various States/UTs for all posts. Preference will be given to those having working experience in National Health Surveys/ similar activities. The staff will be stationed at Delhi and Chennai. The staff required at Delhi/ Chennai is given below. However the no. or designation of post at each station may vary depending of the requirement. M/S Inductus Consultants Pvt. Ltd. provides HR services for the project.

### Conditions:

- The engagement and governance is being done by HR agency M/s Inductus Consultants Pvt. Limited,
- Initial Contract for the Posting is for one year which can be extended to 18 months or till the completion of the project.
- Only 12 accrued Casual Leaves allowed per year (@ max 2 per month). This will be in addition to the compensatory weekly off on an average per month
- The above stated terms and conditions are subject to change and hence the applicants should regularly check the relevant web sites. The selection decision of DHR/ICMR shall be final.

### A] Central Project Management Unit (PMU)

Sr. No.	Category / Job Title	No of posts per team	Essential Qualification	Desirable Qualification	Job specifications / responsibilities	Age Limit	Consolidated Salary Per Month
1.2.1	<b>Consultant</b> <b>[Survey Coordinator ] at Delhi</b>	1	MBBS degree recognized by MCI or equivalent degree from recognized University with Eight (8) years R&D/ teaching experience in the relevant subjects after MBBS degree.  (OR) Post graduate degree (MD/DNB/MPH/MAE) from	1. Doctorate or MD or Master degree in the relevant subject (Community Medicine/ Preventive & Social Medicine/ Pediatrics/ Medicine/ Tropical Medicine/ Community Health Administration/Health Administration/ Family Medicine/ Epidemiology/ Public Health) from a recognized university 2. Additional Post-doctoral	1.Get trained in Protocol of National TB Prevalence Survey, India as well as SOPs and training manuals 2.Supervise and monitor Field Survey Teams in structured way as per SOPs 3.Assist Project Management Unit in training & sensitizations of various stake holders at various level as well, as other preparatory activities for the survey 4.Coordinate with Survey Team and State / local RNTCP team / National	45 years	Rs. 75,000

			<p>recognized university with five (5) year R&amp;D/ teaching experience in relevant subjects from recognized institutions</p> <p>(OR)</p> <p>Postgraduate diploma from recognized university with six (6) years R&amp;D/ teaching experience in relevant subjects from recognized institution.</p>	<p>research/teaching experience in relevant subjects in recognized institute(s)</p> <ol style="list-style-type: none"> <li>3. Knowledge of Computer Applications or Business Intelligence tools /Data Management</li> <li>4. Minimum One-year experience in RNTCP</li> </ol>	<p>regional Institutes in establishing cluster survey activities</p> <ol style="list-style-type: none"> <li>5. Create regular reports on survey activities and give feedback to Survey Team and appraise Nodal officer for Survey at National Institute for Research in Tuberculosis and other Stakeholders</li> <li>6. Coordination with states for organizing training required for Survey</li> <li>7. Ensuring server maintenance, security and updates</li> <li>8. Assist in ongoing, interim analysis of survey activities and results</li> <li>9. Ensure timely completion of ongoing and pending activities</li> <li>10. Any other job as assigned by PI</li> </ol>		
1.2.2	<b>Scientist C</b> <b>[Survey Monitors].</b> <b>Delhi-1</b> <b>Chennai -3</b>	4	<p>MBBS degree recognized by MCI or equivalent degree from recognized University with four (4) years R&amp;D/ teaching experience in the relevant subjects after MBBS degree.</p> <p>OR</p> <p>Post graduate degree (MD/DNB/MPH/MAE) from recognized university with one (1) year R&amp;D / teaching experience in relevant subjects from recognized institution.</p> <p>OR</p> <p>Postgraduate diploma from recognised university with (2) years R&amp;D/ teaching experience in</p>	<ol style="list-style-type: none"> <li>1. Doctorate or MD or Master degree in the relevant subject (Community Medicine/ Preventive &amp; Social Medicine/ Paediatrics/ Medicine/ Tropical Medicine/ Community Health Administration/Health Administration/ Family Medicine/ Epidemiology/ Public Health ) from a recognized university.</li> <li>2. Additional Post doctoral research/teaching experience in relevant subjects in recognized institute(s).</li> <li>3. Knowledge of Computer Applications or Business Intelligence tools /Data Management.</li> <li>4. Minimum one-year experience in RNTCP.</li> </ol>	<ol style="list-style-type: none"> <li>1. Get trained in Protocol of National TB Prevalence Survey, India as well as SOPs and training manuals</li> <li>2. Supervise and monitor Field Survey Teams in structured way as per SOPs</li> <li>3. Assist Project Management Unit in training &amp; sensitizations of various stake holders at various level as well, as other preparatory activities for the survey</li> <li>4. Coordinate with Survey Team and State / local RNTCP team / National regional Institutes in establishing cluster survey activities</li> <li>5. Create regular reports on survey activities and give feedback to Survey Team and appraise Nodal officer for Survey at National Institute for Research in Tuberculosis and other Stakeholders</li> <li>6. Coordination with states for organizing training required for Survey</li> <li>7. Ensure timely completion of ongoing and pending activities</li> </ol>	40 years	Rs.72,325

			relevant subject from recognized institution.		8. Any other job as assigned by PI		
1.2.3	<b>Consultant (Data Manager). at Chennai</b>	1	<p>Master's degree in Computer Application/ Information Technology/ Computer Science from a recognized institution.</p> <p>(OR)</p> <p>B.E/ B.Tech in Computer Engineering/ Computer Science/ Computer Technology/ Information Technology from a recognized institution/ university with 2 years' experience in relevant areas of programming or information system in Government, autonomous, PSU, etc., recognized organizations.</p>	<ol style="list-style-type: none"> <li>1. Be a Team leader and motivator for Data Management</li> <li>2. Proven extensive experience with large-scale surveys</li> <li>3. Appropriate skills for building and maintaining relational databases</li> <li>4. Able to carry out merging of databases</li> <li>5. Able to carry out and validate double data-entry procedures</li> <li>6. Analytical skills to provide summary statistics and identify systematic entry errors</li> <li>7. Good administrative skills including maintenance of adequate documentation</li> </ol>	<ol style="list-style-type: none"> <li>1. Get trained in Protocol of National TB Prevalence Survey, India as well as SOPs and training manuals</li> <li>2. Serve as Lead Data Manager for National TB Prevalence Survey assuming responsibility for Data Monitoring and Management activities including maintenance of the Data Management Plan, data review and query management, data access and visualization, Data Management metrics reporting, database release, and submission related activities.</li> <li>3. Independently lead the daily Data Management activities</li> <li>4. Coach junior data staff in the study and perform peer review of study Data Management deliverables for quality control</li> <li>5. Be responsible to achieve the study Data Management milestone on time with good quality.</li> <li>6. In collaboration with the Survey Coordinator and Monitors, ensure operational excellence across all Data Management deliverables.</li> <li>7. Ensure lessons learnt during the course of the study are documented and shared with other study teams to facilitate cross study learning.</li> <li>8. Be capable to contribute on the DM related continuous improvement activities</li> <li>9. Ensure that data are properly stored and backed up</li> <li>10. Check validated data files regularly for systematic errors (cleaning)</li> </ol>	45 years	Rs.57,660

					11. Report without delay any problems encountered in data management. 12. Any other job as assigned by PI		
1.2.4	<b>Scientist C (Microbiology). At Chennai</b>	1	<p><b>For Medical:</b></p> <p>MBBS degree recognized by MCI or equivalent degree from recognized University with four (4) years R&amp;D/ teaching experience in the Microbiology/relevant subjects after MBBS degree. (OR)</p> <p>Post graduate degree (MD/DNB) in Microbiology from recognized university with one (1) year R&amp;D/ teaching experience in Microbiology/ relevant subjects from recognized institutions (OR)</p> <p>Postgraduate diploma from recognized university in Microbiology with two (2) years R&amp;D/ teaching experience in Microbiology relevant subjects from recognized institution.</p> <p><b>For Non-Medical:</b></p> <p>1<sup>st</sup> class Master's degree in Microbiology/Immunology/ Biotechnology from a recognized University with 8 years' experience (OR)</p>	<ol style="list-style-type: none"> <li>Hands on experience with culture and DST of Mycobacterium.</li> <li>Infection studies with tissue culture cells.</li> <li>Additional post-doctoral research/teaching experience in Mycobacteriology from recognized Institute(s).</li> <li>Knowledge of Computer Applications or data management. Diploma / PG in Community medicine / Public Health / Community Health Administration (CHA)/ Management /</li> <li>One year experience in RNTCP work.</li> </ol>	<ol style="list-style-type: none"> <li>Get trained in Protocol of National TB Prevalence Survey, India as well as SOPs and training manuals for Intermediate Reference Laboratories</li> <li>Supervise and monitor IRL activities for the National TB Prevalence Survey</li> <li>Coordinate the Supply Chain Management for the IRL's involved in National TB Prevalence Project Management</li> <li>Coordinate with IRL/ NRL and Survey Team's for Sputum transportation and Management.</li> <li>Create regular reports on IRL activities and lab activities in the cluster sites in National TB Prevalence Survey. Get the feedback to the IRL and Field level lab technicians for continuous improvement</li> <li>Perform On-site evaluation of the IRL activities for National TB Prevalence Survey.</li> <li>Coordination for organizing the training for lab technicians involved in the National TB Prevalence Survey.</li> <li>Assist in ongoing, interim analysis of survey activities and results</li> <li>Ensure timely completion of ongoing and pending activities</li> <li>Any other job as assigned by PI</li> </ol>	40 years	<p>Rs.72,325 for Medical and</p> <p>Rs.67660 for Non-Medical</p>

			2 <sup>nd</sup> Class M.Sc + Ph.D degree in relevant subjects from a recognized University with 8 years' experience				
1.2.5	<b>Scientist – C (Bio-Statistics). At Chennai</b>	1	<p>1<sup>st</sup> class Master's degree in Statistics/ Biostatistics from a recognized university with 4 years R&amp;D/teaching experience in the above subjects after Master's Degree</p> <p>(OR)</p> <p>2<sup>nd</sup> Class Master's degree + Ph.D degree in Statistics/ Biostatistics from a recognized university with 4 years R&amp;D/teaching experience in the above subjects after Master's degree</p>	<ol style="list-style-type: none"> <li>1. Ph.D in Bio-Statistics / Applied Bio-Statistics from a recognized University.</li> <li>2. 2 years' experience in TB research with data analysis techniques using SPSS, STATA.</li> <li>3. Doctorate in Statistics/ Bio-Statistics from a recognized University</li> <li>4. Additional Post – doctoral research/ teaching experience in Statistics/ Bio-Statistics in recognized institute(s)</li> <li>5. Knowledge of Computer Applications or Business Intelligence tools/ Data Management.</li> <li>6. Knowledge and working experience in GIS</li> <li>7. Working experience in server based data management</li> </ol>	<ol style="list-style-type: none"> <li>1. Get trained in Protocol of National TB Prevalence Survey, India as well as SOPs and training manuals</li> <li>2. Involve in monitoring the daily work reports generated.</li> <li>3. Perform data cleaning and management of the data being generated from National TB Prevalence Survey.</li> <li>4. Work with Statistical packages like STATA, SPSS for data analysis.</li> <li>5. Assist the PMU/ Survey coordinator in finalizing the reports</li> <li>6. Coordinate and manage the data from various streams like field, lab, x-ray and monitoring.</li> <li>7. Undertake supervisory visits for monitoring the data quality in the cluster site.</li> <li>8. Any other job as assigned by PI</li> </ol>	40 years	Rs.67,660
1.2.6	<b>Project Technical Officer (Bio – Statistics). At Chennai</b>	1	<p>Graduate in Statistics/ Applied Statistics/ Bio-Statistics from a recognized University with 5 years' work experience from recognized Institutions.</p> <p>(OR)</p> <p>Master's degree in Statistics/</p> <p>Applied Statistics/ Bio-statistics from recognized University</p>	<ol style="list-style-type: none"> <li>1. Ph.D in Bio-Statistics / Applied Bio-Statistics from a recognized University.</li> <li>2. 2 years' experience in TB research with data analysis techniques using SPSS, STATA.</li> <li>3. Doctorate in Statistics/ Bio-Statistics from a recognized University</li> <li>4. Additional Post – doctoral research/ teaching experience in Statistics/ Bio-Statistics in recognized institute(s)</li> <li>5. Knowledge of Computer Applications or Business Intelligence tools/ Data Management.</li> </ol>	<ol style="list-style-type: none"> <li>1. Get trained in Protocol of National TB Prevalence Survey, India as well as SOPs and training manuals</li> <li>2. Involve in monitoring the daily work reports generated.</li> <li>3. Perform data cleaning and management of the data being generated from National TB Prevalence Survey.</li> <li>4. Work with Statistical packages like STATA, SPSS for data analysis.</li> <li>5. Assist the PMU/ Survey coordinator in finalizing the reports</li> <li>6. Coordinate and manage the data from various streams like field, lab, x-ray and monitoring.</li> <li>7. Undertake supervisory visits for monitoring the data quality in the</li> </ol>	30 years	Rs.32,000

				6. Knowledge and working experience in GIS 7. Working experience in server-based data management	cluster site. 8. Any other job as assigned by PI		
1.2.7	<b>Project Officer (Section Officer). Delhi -1, Chennai-1</b>	2	Graduate in any discipline and 5 years' experience of administration/ Finance and Accounts work	1. MBA / PG Diploma in finance 2. Experience of administrative work in govt / PSU 3. Computer proficiency in packages like MS Word, Excel, power point, Outlook, Email operation etc. 4. Knowledge of dealing with files, Noting, Letter drafting etc	1. Get trained in Protocol of National TB Prevalence Survey, India as well as SOPs and training manuals 2. Review books of accounts for survey expenditure 3. Assist PMU in taking administrative matters including handling day to day expenditure of PMU and arrange for approvals expenditure done field survey team 4. Monitor Field Survey Teams especially for administrative (including procurement and expenditure) matters 5. Ensure regular, timely report on Statement of expenditure for each field activity 6. Undertake supervisory visits for internal review of expenditure by survey teams 7. Any other job as assigned by PI	30 years	Rs.32,000
1.2.8	<b>Senior Project Assistant (UDC). Delhi-2, Chennai -2</b>	4	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 typing speed of 35 wpm in English or 10500 Key Depressions per hour in English	1. Experience of administrative work in govt / PSU 2. Experience in maintaining books of accounts / Audit & Talley software 3. Computer proficiency in commonly used packages like MS Word, Excel, power point, Outlook, Email operation etc., 4. Knowledge of dealing with files, Noting, Letter drafting etc.,	1. Get trained in Protocol of National TB Prevalence Survey, India as well as SOPs and training manuals 2. Maintain books of accounts for survey expenditure 3. Assist PMU in preparing file noting for seeking approvals for expenditure of PMU and surveys teams 4. Monitor Field Survey Teams especially for administrative (including procurement and expenditure) matters 5. Ensure regular, timely report of expenditure for each field activity 6. Undertake supervisory visits for internal review of expenditure by survey teams 7. Any other job as assigned by PI	28 years	Rs.17,000

**Selection Procedure:** Interview will be conducted to the eligible candidates. However, if more number of candidates is found eligible for the post advertised, Written Test/ Skill Test may also be conducted on the same day before final round of Interview.

**The candidates should Report at 10am at respective Center ( Delhi/Chennai) and bring 5 copies of biodata along with all original certificates of educational qualifications (from SSC onwards), experience, Aadhaar Card, Community and PH Certificates along with one set of photocopies of the same duly self attested along with a passport size photograph for attending the Written Test/ Interview. No TA/ DA will be paid for attending the Written Test/ Interview. If a suitable Candidate is not available for said post than Candidate may be selected at lower post. The recruited project will have to give an undertaking for accepting the terms and conditions before joining.**

**The Interview for Delhi Team will be held at : INDIAN TUBERCULOSIS RESEARCH CONSORTIUM (ITRC- ICMR); 1<sup>st</sup> Floor; Indian Red Cross Society Building; Red Cross Road; New Delhi-110001.**

**The Interview for Chennai Team will be held at “ ICMR-National Institute for Research in Tuberculosis; No-1; Sathiyamoorthy Road; Chetput; Chennai-600031; Tamilnadu**

**GENERAL CONDITIONS:**

1. The Candidates are expected to have a good knowledge on the book titled “Tuberculosis prevalence surveys: a handbook” for working in this survey.

[https://www.who.int/tb/advisory\\_bodies/impact\\_measurement\\_taskforce/resources\\_documents/thelimebook/en/](https://www.who.int/tb/advisory_bodies/impact_measurement_taskforce/resources_documents/thelimebook/en/)

2. The conditions of employment will be the same as that of the project staff on contract basis. The candidates have no right to claim for any regular employment at this Institute. The appointing authority has the right to accept/ reject any application without assigning any reason(s) and no correspondence in this matter will be entertained. Age, Qualification, experience etc., will be reckoned as on the date of walk-in-written test/ Interview.



