



No. NIRT/PROJ/RECTT//2020-21

Dt: 05.10.2020

**EMPLOYMENT NOTIFICATION (ONLINE INTERVIEWS)**

**Project: “National Survey for the state-wise prevalence of Microbiologically confirmed Pulmonary Tuberculosis in India”**

Applications are invited from the eligible candidates through e-mail for the filling the following posts (Table 1) in West Bengal under the project entitled “National survey for state-wise prevalence of microbiologically confirmed Pulmonary Tuberculosis in India”. Applications will be received from the candidates via e-mails in [wbtbrecruitment@gmail.com](mailto:wbtbrecruitment@gmail.com) up to 15<sup>th</sup> October 2020. Applications received after due date will not be considered under any circumstances. The candidates have to download the application form from [www.nirt.res.in](http://www.nirt.res.in) and fill it with his/her own handwriting and send the same to the above mail ([wbtbrecruitment@gmail.com](mailto:wbtbrecruitment@gmail.com)) along with the scan copies of supporting documents (education qualifications, caste certificate in case applying for reservation posts, experience certificates, age proof etc.).

**Selection procedure:** After verification of the applications received by 15<sup>th</sup> October 2020, the short listed candidates will be informed the date and time of interview. Interviews will be conducted for the candidates through online (videoconferencing) to select suitable candidate. The short listed candidates should make their own arrangements for videoconferencing facility to attend online interviews. The web link will be sent to the short listed candidates to attend interviews. The candidates are advised to visit our website ([www.nirt.res.in](http://www.nirt.res.in)) regularly for any updates and changes in the recruitment process. Number posts available, education qualifications and experience required, reservation points, consolidated monthly salary, age limit, job specifications and responsibilities etc. are given in Tables 1 and 2.

**Table 1 Name of the post, salary, daily allowances and age limit:**

SL. NO.	Contractual Post	Consolidated Monthly Salary	Daily Allowance on Tour per day as per ICMR norms.[Minimum of 20 days /month of field work is expected]	Upper age limit
1	Data Entry Operator (Grade B)	Rs.18,000	Reimbursement of hotel/guesthouse accommodation up to Rs.450 per day Reimbursement of food bills not exceeding up to Rs.500 per day	28 years
2	Project Technician II (Health Assistant)	Rs.17,000	Reimbursement of hotel/guesthouse accommodation up to Rs.450 per day Reimbursement of food bills not exceeding up to Rs.500 per day	28 years

3	Senior Project Assistant (UDC)	Rs.17,000	Reimbursement of hotel/guesthouse accommodation up to Rs.450 per day Reimbursement of food bills not exceeding up to Rs.500 per day	28 years
4	Project Technician III Laboratory Technician for IRL	Rs.18,000	No field Visit-Stationed in Intermediate TB Reference Laboratory	30 Years

**Table 2 Name of the Post, No. of Posts, Reservation Status, Qualifications, and Job Responsibilities**

S. No	Name of the Post/ Designation	No of posts	Essential Qualification	Desirable Qualification	Job specifications / responsibilities
1	Data Entry Operator (Grade B)	1(ST-1),	<p>Intermediate or 12TH pass in science stream from a recognized board with DOEACC "A" level from a recognized institute and/or 2 years' experience in EDP work in Government, Autonomous, PSU or any other recognized organization</p> <p>A speed test of not less than 8000 key depressions per hour through speed test on computer.</p>	<p>1. Experience in Data Entry in research projects or in any National Health Program.</p> <p>2. Work experience in Electronic Data Processing /Biostatistics/Data Management.</p> <p>3. Should be well conversant with various computer programming including MS Word, Excel</p>	<p>1. Get trained in Protocol of National TB Prevalence Survey, India 2017-18 as well as SOPs and training manuals.</p> <p>2. Manage all laptops, local server, internet connection, tablets and applications and ensure smooth data synchronization.</p> <p>3. Monitor completeness of data in all fields during survey activities in the cluster village / town.</p> <p>4. Regular monitoring of dashboards and reports with pending activity lists for all activities and share the same for follow-up with respective staff.</p> <p>5. Cluster reporting and handing over by the Survey Team to local RNTCP and health staff.</p> <p>6. Coordinate with local RNTCP Units for pending cluster activities (especially for sputum sample collection and transportation, patient treatment initiation etc.)</p> <p>7. Maintain laptops, printers etc. in working condition including the anti-virus protection and regular updating, scanning etc.</p> <p>8. Facilitate trouble shooting for any IT application related issue faced by survey team.</p> <p>9. Manage correspondences between Survey Team and PMU as well as local health facilities e.g. DTC, PHC, GH, CHC etc.</p> <p>10. Maintain expenditure of funds during the cluster.</p> <p>11. Maintaining electronic attendance register for Survey Team as well as supervisory officers, support staff etc. for</p>

					each cluster. 12. Any other job as assigned by Senior Investigator, Medical Officer & PMU as per Survey needs.A4:F4
2	Project Technician II (Health Assistant)	3(EWS-1,OBC-1,UR-1)	<p>High School* or equivalent with 5 years' experience in health field from any recognized institute or organization</p> <p>*Intermediate with Science subjects shall be treated as equivalent to 2 years' experience and</p> <p>B.Sc. shall be treated as equivalent to 3 years.</p>	<p>1. Experience of working in Surveys</p> <p>2. Experience of working in TB program</p> <p>3 Experience of working in Research.</p>	<p>1. Get trained in Protocol of National TB Prevalence Survey, India 2017-18 as well as SOPs and training manuals.</p> <p>2. Confirm identity of participant based on survey enumeration database, enroll eligible in the survey, hand over correct enrolment card (with bar code) to the participant.</p> <p>3. Inform the participants about the details of Survey, testing methods adopted and risks as well as benefits of the participation with standard tool and obtain written, informed &amp; valid consent before enrolment of participant.</p> <p>4. Interview each enrolled participant (after taking consent) for symptom screening and history taking</p> <p>5. Enter all information during interview in the android application on tablet.</p> <p>6. Ensure that sputum is collected from each eligible based on symptom screening.</p> <p>7. Advise participants about the next place to proceed, accompany the participant if needed.</p> <p>8. Coordinate with local health staff (e.g. FHW) and MO / Survey Team Leader to ensure that all pregnant women are excluded from the study. Arrange for pregnancy test if required.</p> <p>9. Ensure that chest X-Ray has been taken for all eligible participants.</p> <p>10. Motivate the local staff, volunteers, to promote more participation in Survey.</p> <p>11. Assist Senior Investigator in preparing cluster report.</p> <p>12. Any other job as assigned by Senior Investigator, Medical Officer &amp; PMU as per Survey needs.</p>

3	Senior Project Assistant (UDC)	1(UR-1)	<p>12th Pass or equivalent from a recognized board with 5 years' experience of administrative work <b>(or)</b> Graduate in any discipline with 2 years' experience of administration work and A typing speed of 35 wpm in English or 8000 Key Depressions per hour in English.</p>	Past experience in accounting and managing funds.	<ol style="list-style-type: none"> <li>1. Get oriented in requirements of National TB Prevalence Survey, India 2017-18.</li> <li>2. Ensure timely hiring and purchasing items from local market for smooth cluster operations.</li> <li>3. Maintain books of accounts for all expenditure as required and allowed in the survey.</li> <li>4. Ensure timely approval and payments against the approved expenditure as per survey guidelines.</li> <li>5. Any other job as assigned by Senior Investigator, Medical Officer &amp; PMU as per Survey needs.</li> </ol>
4	Project Technician III Laboratory Technician for IRL	1(OBC-1)	<p>12th pass in science subjects with any one of the following, (i) Two years Diploma in Medical Laboratory Technology, or (ii) One year Diploma in Med Laboratory Technology with one year laboratory experience in a recognised organization/institution or (iii) Two years laboratory experience in a government recognised organisation/institution</p>	<ol style="list-style-type: none"> <li>1. Experience in culture and DST for mycobacterium tuberculosis.</li> <li>2. Two years' experience in RNTCP as LT.</li> </ol>	<ol style="list-style-type: none"> <li>1. Get trained in Protocol of National TB Prevalence Survey, India 2017-18 as well as SOPs and training manuals.</li> <li>2. Get trained in SOPs of RNTCP and National Lab committee recommendations for Intermediate Reference Laboratories.</li> <li>3. Achieve necessary skills to perform CBNAAT, testing, sputum microscopy, C&amp;DST and Blood tests using autoanalyzer before Survey commencement.</li> <li>4. Perform safe opening of all sputum specimens received by IRL.</li> <li>5. Maintain a register of entries of all sputum specimens received from Survey Teams.</li> <li>6. Inform the Survey Team &amp; local DTO &amp; STLS about the instances of leakage, contaminations etc. suggesting action e.g. Repeat sample collection.</li> <li>7. Perform processing of all received samples at IRL and decontamination by NALC-NAOH method</li> <li>8. Perform direct Fluorochrome- Microscopy on all sputum sample received.</li> <li>9. Perform DNA extraction (following all steps of PCR) for Line Probe assay on all sputum sample received.</li> <li>10. Inoculate Culture from all sputum specimens in L.J. Media.</li> <li>11. Perform DST (RHSE) on all positive cultures</li> <li>12. Inform the results of FM, C&amp;DST &amp; LPA to respective DTOs.</li> </ol> <p>Any other job as assigned by Senior Investigator, IRL Microbiologist &amp; PMU as per Survey needs</p>

## **Last date for the submission of the applications through online: 15<sup>th</sup> October 2020**

Though the primary area of work is as mentioned above, depending on the project requirements the staff may be posted in the other sites, states for completion of the project in timely manner

### **General Conditions**

1. Initial Contract will be for 6 months or till the completion of the project whichever is earlier.
2. The conditions of employment will be the same as that of the project staff on contract basis.
3. The candidates have no right to claim for any regular employment in this Institute.
4. 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.

### **Instructions to Candidates**

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. Candidates who fail to produce the Original Certificates at the time of appointment will not be considered.
3. Experience certificate should clearly state the nature of work during the period of employment.
4. No- Objection Certificate from the current employer (for Govt./AB/PSU Servants only)
5. 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.
6. The incumbents selected will have no claim for regular appointments under NIRT/ICMR or continuation of his/her services in any other project.
7. TA/DA will not be paid to the candidates for attending the written test/ interview.
8. 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.
9. Any further information may be downloaded from **NIRT/ICMR** websites which will be updated from time to time.
10. Date of Walk-in Interview/written test 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 and no recommendation in this matter will be entertained.
  - Canvassing and bringing pressure in any form for short listing, interview and employment will be a disqualification and barred from selection process.

**DIRECTOR**