



No. NIRT/PROJ/RECTT//2021-22

Dt: 05.07.2021

Walk-In- Interview / Written Test/Skill Test

Project: “National survey for state-wise prevalence of microbiologically confirmed Pulmonary Tuberculosis in 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. NIRT has been embarking upon prevalence survey of Tuberculosis across the country expeditiously. To undertake this activity effectively and on a time-bound manner we are in search of candidates having high level of commitment and dedication to work mainly towards monitoring and intermittent field work throughout the country in various States/UTs. Preference will be given to those having work experience in National Health Surveys/ similar activities. These activities are being carried out through an ad-hoc research project of ICMR titled “National survey for state-wise prevalence of microbiologically confirmed Pulmonary Tuberculosis in India”.

Candidates are invited to attend Walk-In Interview / Written Test/Skill Test for the below mentioned posts.

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

Sl.No.	Contractual Post	Consolidated Monthly Salary	Upper age limit	No of posts	Category	Date of Interview	Place of posting
1	Consultant (Survey Co-ordinator) (Medical)	Rs.75,000/-	45 years	1	-	19.07.2021	ICMR-NIRT, Chennai
2	Scientist C (Medical)	Rs.64,000+ HRA Rs.8325/- p.m	40 years	1	-	19.07.2021	ICMR-NIRT, Chennai
3	Consultant HR	Rs. 60,000/-	70 years	1	-	20.07.2021	ICMR-NIRT, Chennai
4	Consultant (Data Manager)	Rs.57,600/-	45 years	1	-	20.07.2021	ICMR-NIRT, Chennai
5	Project Technical Officer (Bio- Statistics)	Rs.32,000/-	30 years	1	UR- 1	20.07.2021	ICMR-NIRT, Chennai
6	Senior Project Assistant (UDC)	Rs.17,000/-	28 years	6	UR-2, OBC-1, SC-2, EWS-1	19.07.2021	ICMR-NIRT, Chennai
7	Driver-cum-Mechanic	Rs. 16,000/-	25 years	4	UR-3, ST-1	20.07.2021	Andhra Pradesh, Tamil Nadu, Rajasthan, West Bengal

S. No	Name of the Post/ Designation	No of posts	Essential Qualification	Desirable Qualification	Job specifications / responsibilities
1	Consultant [Survey Coordinator] (Medical)	1	Professionals with MD or PhD in relevant subject (Epidemiology/Community Medicine/ Public Health/Social and preventive Medicine/Chest Medicine) and published papers Or Retired Government employee with requisite educational qualification drawing pay in the Pay Band Rs.15600-39100 + Grade Pay of Rs.6600/- at the time of retirement and having adequate working experience in the required domain/field.	1. Doctorate or MD or Master degree in the relevant subject (Epidemiology/Community Medicine/ Public Health/Social and preventive Medicine/Chest Medicine) from a recognized university. 2. Additional Post-doctoral research/ teaching experience in relevant subject in recognized institute(s). 3. Knowledge of Computer Applications or Business Intelligence tools /Data Management. 4. Minimum one-year experience in RNTCP	1. Get trained in Protocol of State TB Prevalence Survey, Tamil Nadu as well as SOPs and training manuals 2. Supervise and monitor Field Survey Teams instructed 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 / regional Institutes in establishing cluster survey activities 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 6. Coordination with districts for organizing training required for Survey 7. Ensuring server maintenance, security and updates 8. Assist in ongoing, interim analysis of survey activities and results 9. Ensure timely completion of ongoing and pending activities Any other job as assigned by PI
2	Scientist C (Medical)	1	<u>Essential qualification:</u> MBBS degree with 4 years' experience in the relevant field. Or Post Graduate Diploma in medical subjects after MBBS with 2 years' experience in the relevant field Or Post Graduate Degree (MD/MS/DNB) after MBBS with one year experience in the relevant field	<u>Desirable qualification:</u> 1. 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 research/teaching experience in relevant subjects in recognized institute(s).	1. Get trained in Protocol of National TB Prevalence Survey, India as well as SOPs and training manuals. 2. Assist the Survey Project Management Unit in training & sensitizations of various stake holders at various levels as well, as other preparatory activities for the survey. 3. Coordinate with Survey Team and local RNTCP team in identification & establishing survey site for each cluster. 4. Review and report all chest X-Ray images are for any abnormality as per survey protocol and SOP intime bound manner. 5. Identify other medical conditions as well as the triage by coordinating with the local health facilities as well as referral to higher centers as and when necessary.

				<p>3. Knowledge of Computer Applications or Business Intelligence tools /Data Management.</p> <p>4. Experience in RNTCP works for a minimum one year or so.</p>	<p>6. Establishing coordination and support from local health facilities and authorities for survey activities. Any other job as assigned by PI.</p>
3	Consultant HR	1	<p>Essential qualification: Retired Government employees with Bachelor degree in any discipline drawing pay in the Pay Band Rs.9300-34800 + Grade Pay of Rs.5400/-(VI CPC) and above at time of retirement and having at least 10 years work experience in the administration, finance and accounts matters. Or Bachelor's Degree in Science /Arts subject from a recognized University with MBA(HR) and at least 5 years of experience after graduation in managing administrative and accounts related work from a reputed Institution</p>	<p>Desirable qualification: Good knowledge of English language, communication skill and computers specially MS office (word, power point, Excel).Knowledge in goods & procurement rules including GFR.</p>	<ol style="list-style-type: none"> 1. Advertising management on the administration of human resources policies and procedures 2. Take responsibility for the successful and timely completion of human resource related work. 3. Conduct HR research, track and analyse metrics and suggest insight to improve decision making 4. Advise HR personnel about any recurring issues and problems 5. Help HR professionals in recruiting, training and management of employees 6. Create and design plans for applying new techniques for deriving change in HR processes <p>Any other work that may be assigned by the Principal Investigator of the project</p>
4	Consultant (Data Manager)	1	<p>Essential qualification: Master's degree in Computer Application/ Information Technology/ Computer Science from a recognized institution. Or</p>	<p>Desirable qualification: 1. Be a Team leader and motivator for Data Management 2. Proven extensive experience with large-scale surveys 3. Appropriate skills for building and maintaining relational databases 4. Able to carry out merging of databases</p>	<ol style="list-style-type: none"> 1. Get trained in Protocol of National TB Prevalence Survey, India as well as SOPs and training manuals 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. 3. Independently lead the daily Data Management activities

			<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>	<p>5. Able to carry out and validate double data-entry procedures</p> <p>6. Analytical skills to provide summary statistics and identify systematic entry errors</p> <p>7. Good administrative skills including maintenance of adequate documentation</p>	<p>4. Coach junior data staff in the study and perform peer review of study Data Management deliverables for quality control</p> <p>5. Be responsible to achieve the study Data Management milestone on time with good quality.</p> <p>6. In collaboration with the Survey Coordinator and Monitors, ensure operational excellence across all Data Management deliverables.</p> <p>7. Ensure lessons learnt during the course of the study are documented and shared with other study teams to facilitate cross study learning.</p> <p>8. Be capable to contribute on the DM related continuous improvement activities</p> <p>9. Ensure that data are properly stored and backed up</p> <p>10. Check validated data files regularly for systematic errors (cleaning)</p>
5	Project Technical Officer (Bio- Statistics)	1	<p><u>Essential qualification:</u></p> <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/ Applied Statistics /Bio-Statistics from recognized University</p>	<p><u>Desirable qualification:</u></p> <p>1. Ph.D. in Statistics/Bio-Statistics / Applied Bio-Statistics from a recognized University.</p> <p>2. 2 years' experience in TB research with data analysis techniques using SPSS, STATA.</p> <p>3. Doctorate in Statistics/ Bio-Statistics from a recognized University.</p> <p>4. Additional Post – doctoral research/ teaching experience in Statistics/ Bio Statistics in recognized institute(s).</p>	<p>1. Get trained in Protocol of National TB Prevalence Survey, India as well as SOPs and training manuals.</p> <p>2. Involve in monitoring the daily work reports generated.</p> <p>3. Perform data cleaning and management of the data being generated from National TB Prevalence Survey.</p> <p>4. Work with Statistical packages like STATA, SPSS for data analysis.</p> <p>5. Assist the PMU/ Survey coordinator in finalizing the reports, coordinate and manage the data from various streams like field, lab, x-ray and monitoring.</p> <p>6. Undertake supervisory visits for monitoring the data quality in the cluster site.</p> <p>Any other job as assigned by PI</p>

				<p>5. Knowledge of Computer Applications or Business Intelligence tools/ Data Management.</p> <p>6. Knowledge and working experience in GIS.</p> <p>Working experience in server based data management</p>	
6	Senior Project Assistant (UDC)	6	<p><u>Essential qualification:</u></p> <p>12th Pass or equivalent from a recognized board with 5 years' experience of administrative work or</p> <p>Graduate in any discipline with 2 years' experience of administration work and</p> <p>A speed test of not less than 8000 Key Depressions per hour (KDPH) on computer.</p>	<p><u>Desirable qualification:</u></p> <p>1. Experience of administrative work in govt / PSU</p> <p>2. Experience in maintaining books of accounts / Audit & Talley software</p> <p>3. Computer proficiency in commonly used packages like MS Word, Excel, powerpoint, Outlook, Email operation etc.,</p> <p>Knowledge of dealing with files, Noting, Letter drafting etc.,</p>	<p>1. Get trained in Protocol State TB Prevalence Survey, Tamil Nadu as well as SOPs and training manuals</p> <p>2. Maintain books of accounts for survey expenditure</p> <p>3. Assist PMU in preparing file noting for seeking approvals for expenditure of PMU and surveys teams</p> <p>4. Monitor Field Survey Teams especially for administrative (including procurement and expenditure) matters</p> <p>5. Ensure timely hiring and purchasing items from local market for smooth cluster operations</p> <p>6. Ensure regular, timely report of expenditure for each field activity</p> <p>7. Ensure timely approval and payments against the approved expenditure as per survey guidelines.</p> <p>8. Undertake supervisory visits for internal review of expenditure by survey teams.</p> <p>9. Any other job as assigned by PI</p>

7.	Driver-cum-Mechanic	4	<p><u>Essential qualification:</u></p> <p>Matric/S.S.C or equivalent from a recognized board with valid driving license issued by RTO of any State and authorized to drive Light Motor Vehicle (Goods & Passenger) and Two wheeler with/without gear and two years experience in recognized organization/Institute.</p> <p>Preference will be given to those who have license other than above to drive Heavy Motor Vehicle (Goods & passenger) and Three Wheelers (Auto Rickshaw)</p>	<p><u>Desirable qualification:</u></p> <ol style="list-style-type: none"> 1. Experience of Heavy vehicle driving. 2. One year ITI Certificate in Diesel Mechanic / Motor Mechanic Vehicle recognized by NCVT/ SCVT from Government recognised institution. 	<ol style="list-style-type: none"> 1. Get oriented in requirements of State TB Prevalence Survey, Tamil Nadu Driving of Heavy Motor Vehicle (Mobile X-Ray van). 2. Driving LMV as per survey needs. 3. Upkeep, regular maintenance & cleanliness of vehicles including POL level. 4. Maintenance of log book. 5. Routine repairs including change of wheels. 6. Skilful parking of mobile, X-ray van in a strategic position to facilitate survey activities in the cluster. 7. Monitoring and maintaining overall vehicle condition in running condition. 8. Any other job as assigned by Senior Investigator, Medical Officer & PMU as per Survey needs.
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Venue: at **ICMR-National Institute for Research in Tuberculosis, No.1, Mayor Satyamoorthy Road, Chetpet, Chennai-600031.**

General Conditions

1. Initial Contract will be for 3 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/
2. The Candidates should bring filled application form in the prescribed format which can be downloaded from **NIRT** website <http://www.nirt.res.in> along with all certificates /testimonials in original for verification. Candidates are requested to bring one set of self-attested copies while attending test/Interview. Candidates who fail to bring the Original Certificates for written test/skill test/Interview 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. The reporting time will be from 9.00 a.m. to 10.00 a.m. and the walk in interview/written test/skill test will be from 11.00 a.m. onwards. 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** website 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