



ALL INDIA INSTITUTE OF MEDICAL SCIENCES, BATHINDA
JODHPUR ROMANA, MANDI DABWALI ROAD, BATHINDA, PUNJAB- 151001
 ਅਖਿਲ ਭਾਰਤੀ ਆਯੁਰਵਿਗਿਆਨ ਸੰਸਥਾਨ, ਬਠਿੰਡਾ | अखिल भारतीय आयुर्विज्ञान संस्थान, बठिंडा



RECRUITMENT CELL

AIIMS/BTI/RC/Project/736

04 Jul 2023

Advertisement for Walk-In Interview for the Posts of Statistical Assistant and Project Technician-I in the Department of Community & Family Medicine, AIIMS Bathinda

Opening Date	04 July 2023
Date of Walk-In-Interview	19 July 2023 at 10:00AM
Google Form Link	https://forms.gle/tK994ryQApKa3bag9
Last date for applying on Google Form	17 July 2023 by 05:00 PM
Reporting Time for Candidates	09:00 AM to 10:00 AM (19 July 2023)
Venue	College Council Hall, Admin Block, Medical College, AIIMS Bathinda

Applications in the prescribed format are invited for the posts of **Statistical Assistant** and **Project Technician-I** in the extramural research project funded by **Research Society for the Study of Diabetes in India (RSSDI)** project entitled “Trends and patterns in the epidemiology, risk factors, and impact of T2DM on premature morbidity and mortality rates in India- a secondary data analysis using national datasets”, on purely temporarily basis. The details of the post is as follow :-

Name of Post Number of Post	Tenure of the Post	Monthly Emoluments	Essential Qualification	Desirable Qualification
Statistical Assistant Post-01 (One)	10 Months	Rs. 31,000/- Per Month (Consolidated)	1. Graduate or postgraduate in Statistics/ Mathematics/ Population studies /Economics/ Pharmacy/ Life Science or any other relevant field. 2. Prior experience in using machine learning algorithms is desirable. 3. Familiarity with NFHS, DHS, NSO, HMIS data shall be an added advantage. Age Limit: 30 Years on the date of Interview.	1. Good communication skills, both written and verbal in English and local language is desirable. 2. Teamworking skills and ability to work independently

Project Technician-I Post-01 (One)	09 Months	Rs. 16,000/- per month (Consolidated)	1. MSW in equivalent streams. Age Limit: 25 Years on the date of Interview	1. 03 (Three) years of work experience in related discipline 2. Prior experience in data collection and analysis.
<p>The tenure of the post is strictly according to the need of the above said project and performance of the candidate.</p> <p>Job Profile: Candidate is expected to do field visits, as and when required as per the demand of the project.</p>				

Roles and Responsibilities :-

1. Designation – Statistician Assistant.

- Should be responsible for all statistical tasks on the analysis plan and reporting activities, including exploratory analyses and additional analysis to support publications.
- Should work with the project team to decide on appropriate study design and statistical methodology for routine designs.
- Should assist in the development of sample size and power calculations.
- Should ensure timeliness and adequate quality of all Biostatistics and Statistical Reporting (B&SR) deliverables.
- Should analyze and interpret data. Perform meta-analyses by pooling data from several studies.
- Should be able to write and review Statistical Analysis Plans (SAPs) based on the protocol, including developing well-presented mock-up displays for tables, listings, and figures in collaboration with the sponsor.
- Should participate in project teams as a Biostatistics representative, interfacing as necessary with other departmental project team representatives.
- Should follow processes and adhere to project-specific standards and Health Authority requirements (SOPs, Master Analysis Plan, GCP, and regulatory guidelines).
- Should participate in or lead non-clinical project activities (Statistical Method for identifying out of trends) as needed.
- Should establish and maintain sound working relationships and effective organizational communication.
- Other departmental activities as directed by the faculty members as per daily needs.

2. Designation – Project Technician-I.

- Will actively participate in the finalization of the study plan, recruitment of study participants, development of the content under the supervision of a Biostatistician, field-based data collection, record keeping, and implementation of the study.
- Liaison with key stakeholders like the accounts office and funding agency for the project.
- Be involved in the compilation of results and finalization of the report.
- Update principal investigators regarding the progress of the project on a timely basis.
- Other departmental activities as directed by the faculty members as per daily needs.

Mode of Selection : Interview (at Academic Block, Medical College Building, AIIMS, Bathinda). **Online mode is also available on special request.**

Date and time of the Interview : Date and time of the interview **only for Online Candidates** to be communicated through email.

How to apply: Interested candidates should fill in a Google form available at <https://forms.gle/tK994ryQApKa3bag9> and at email their application along with their Curriculum Vitae with supporting documents at email id : drmadhurverma@gmail.com **by 17 July before 05:00 PM.** and should submit the hard copy of filled application and Bio-data on the day of Walk-In-Interview. For any query, the candidate can mail to Dr. Madhur Verma, Assistant Professor, Principal Investigator of Project, Department of Community and Family Medicine, AIIMS, Bathinda at drmadhurverma@gmail.com. Information and further updates will also be available on the website www.aiimsbathinda.edu.in

Documents required at the time of interview :-

- Two passport size photographs.
- Self-attested photo copies of relevant documents pertaining to educational qualification and experiences.
- Application Form in prescribed format.
- All Educational and experience documents in Original.

Essential documents needed for Walk-In-Interview. All candidates should submit the filled application in the prescribed format and Bio-data on the day of Walk In-Interview and should appear in person for Walk-In-Interview along with all relevant original documents and one set of self-attested photocopies of documents regarding age, qualifications and relevant experience, on **17 July 2023 at 09:00 AM** at the **College Council Hall, Admin Block, Medical College, AIIMS Bathinda.**

Note:-

1. The above posts are purely temporary for sanctioned project and duration.
2. No TA/DA or any other allowances will be paid for attending the interview.
3. Your appointment may be cancelled at any time in case of any misconduct, unsatisfactory work or if the candidate is found ineligible later.
4. The rules and regulations of AIIMS Bathinda and/or funding agency **Research Society for the Study of Diabetes in India (RSSDI)** will be applicable on the selected candidate.

GENERAL TERMS & CONDITIONS : -

1. Reporting time for candidates starts at **09:00 AM on 19 July 2023** and closing time to report for interview is **10:00 AM on 19 July 2023**, after which no additional candidates would be entertained for interview.
2. The above posts are filled-up on purely on temporary basis, co-terminus with the project & the candidate will have No right to claim for permanent Employment under RSSD/AIIMS, Bathinda or continuation of his/her services in any other project.
3. No inquiries shall be entertained in this regard after due date.
4. Post may increase/decrease as per requirement and at the sole discretion of Competent Authority, AIIMS, Bathinda.
5. Candidate should bring duly filled form, self-attested photocopies, eligibility qualification mark sheets, degrees, experience certificate, qualifying degree registration with statutory council (if applicable) and other relevant testimonials at the time of interview.
6. All information / updates pertaining to this advertisement including result, joining etc. will be displayed on the AIIMS, Bathinda website which is www.aiimsbathinda.edu.in
7. No individual intimation may be sent by the AIIMS BATHINDA to applicants. It will be the responsibility of applicants to keep abreast of the developments by visiting institute website www.aiimsbathinda.edu.in
8. Please note the details of requirement for eligibility and details of salary before applying for the post in detail.
9. All educational professional and technical qualification should be from a recognized Board/ University and full-time.
10. The experience requirement specified should be experience acquired after obtaining the minimum educational qualifications required for the post.
11. No TA/DA will be admissible to appear in the interview, including (SC/ST candidates).
12. This position will be purely on temporary/contractual basis for the specified period of time and based on project.
13. The salary is a consolidated sum without any other benefits and it is based on experience, qualifications, skill set, etc. of the candidates.

14. In case of any unforeseen circumstances, if the project is stalled or postponed, the salary may be delayed/stopped for that period.
15. Canvassing in any form will be a disqualification.
16. Age / Education qualification / Experience will be considered till last date of the advertisement.

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Recruitment Cell,
AIIMS, Bathinda

FORMAT FOR APPLICATION

1. Name of the Post applied for:
2. Advertisement File No. & Date:
3. Name of the Candidate (BLOCK LETTER) :
4. Father's Name (BLOCK LETTER) :
5. Date of Birth:
6. Age:
7. Gender:
8. Category (UR/OBC/SC/ST) :
9. Permanent Address:
10. Address of Correspondence:
11. Email Address:
12. Phone No. Mobile _____ Landline No. _____
13. Qualification from High School and above:

**Passport Size
Photo**

S. No.	Qualification	Name of Board/University	Year of Passing	Percentage of Marks
1.				
2.				
3.				
4.				
5.				

14. Experience (Post Qualification):

S. No.	Post	Name of the Institution	From (DD/MM/YY)	To (DD/MM/YY)	Total Experience	Duties & Responsibility
1.						
2.						
3.						
4.						
5.						

15. If selected what period would you require for joining the post:

16. I have read the salary description mentioned in notice in detail and not only I fully agree to it but also would abide by the principle mentioned. Yes/No

17. Please provide two references with whom you have worked in the past with their email id and contact number.

I solemnly affirm that the information furnished above is true and correct in all respects to the best of my knowledge. I have not concealed any information. I undertake that any information furnished herein if found to be incorrect or false, then I shall be liable for action as per rules in force.

Name of Candidate:
Date
Place

Signature of Candidate:

*Kindly attached self-attested copy of all necessary documents in favor of your eligibility about qualification and experience.

Enclosures attached: -

- 1.
- 2.