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/1678   **19 Oct 2024**

Advertisement for Walk-In Interview for Project Technical Support -III in the Department of Radiation Oncology, AIIMS Bathinda

Opening Date	21 Oct 2024
Date of Walk-In-Interview	5 Nov 2024 at 11:00 AM
Google Form Link	https://forms.gle/7kYGv1Ra7PSosvaGA
Last date for applying on Google Form	2 Nov 2024 at 5:00 PM
Reporting Time for Candidates	09:00AM to10:30AM (05 Nov 2024)
Venue	College Council Hall, Admin Block, Medical College, AIIMS Bathinda

Applications in the prescribed format are invited for one post of **Project Technical Support-III in ICMR, Delhi sponsored project entitled "Upfront Surgery Vs Induction Chemotherapy Followed by Surgery in Oral Cavity Squamous Cell Cancers with Advanced Nodal Disease (SurVIC Trial): A Phase 3 Multicentric Randomized Controlled Trial",** purely temporarily. The work will be reviewed annually, and further extension will be provided with total duration of project being 3 years. The details of the post are as follows:

Name of Post & Number of Post	Tenure of the Post	Monthly Emoluments	Essential Qualification& Age Limit	Desirable Qualification
Project Technical Support-III Number of posts: 01 (One)	For a period of 1 year and extendable tillthe completion of the projec tafter annua lassessment of work (duration of project is 3 years)	30,520 INR (Rs.28000/- + 2520 [9%HRA]) per month for first yea r (consolidated) 5% increment in third year	Three years graduate in relevant subject/field +three years 'experience OR Postgraduation in relevant subject/field Age Limit : 35 years on the date o f Interview	1. Previous experience in handling clinical research projects related to medicalfield. 2. Experience in handling accounts and administrative work. 3. Knowledge of Microsoft excel, word, Power point and other internet programs. 4. Well-versed in local languages (Punjabi and Hindi) and English (oral and written). Knowledge and experience of

				REDCap usage will be given preference.
				Job Profile: •Assist Project scientist in coordination with different sites for scheduling meeting, visits with different sites and ICMR headquarters. Arrangement of logistics. Responsible for admin work at Technical Unit. Visit to different study sites in India. Organize and monitor timely data collection, compilation and analysis of data. Any additional work assigned by PI.

Roles and Responsibilities of Staff: -

Project technical support- III (No. of Post- 1):
- Point of contact for coordinating various day to day activities in consultation with Project investigators.
- Will actively participate in the finalization of study tools, recruitment of study participants, development of content, data collection, record keeping, implementation of the study and other project related activities.
- Implementation of the research protocol i.e., recruiting research subjects, conducting in-depth interviews and qualitative data coding, maintaining follow up records and data entering.
- Organize time-to time sensitization and training activities as required for the project.
- Be involved in compilation of results, uploading data (e-CRF) to the database and finalization of report.
- Update principal investigators regarding progress of the project on a timely basis and coordinate with PIs and Co-PIs of other sites.
- Accomplish all the work as and when assigned towards project activities by the project investigators and candidature can be terminated if performance is not satisfactory

Mode of Selection : Interview (at Academic Block, Medical College Building, AIIMS, Bathinda).

How to Apply:- Interested candidates should fill in a Google form available at **https://forms.gle/7kYGv1Ra7PSosvaGA** Applicants are required to bring the duly filled application form along with following documents on 05 November 2024 at 09.00 AM (at Academic Block, Medical College Building, AIIMS, Bathinda).

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.

Note:-

1. The above post is 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 (ICMR) will be applicable on the selected candidate.

GENERAL TERMS & CONDITIONS :-

1. Reporting time for candidates starts at 09:00 AM on 5th Nov 2024 and closing time to report for interview is 11:00 AM on 5th Nov 2024 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 ICMR/AIIMS, Bathinda or continuation of his/her services in any other project.

3. No enquires shall be entertained in this regard after due date.

4. Number of posts may increase/decrease or may be withdrawn at the discretion of Competent Authority, AIIMS Bathinda or Funding agency (ICMR, DELHI).

5. All educational professional and technical qualification should be from a recognized Board/ University and full-time.

6. The experience requirement specified should be experience acquired after obtaining the minimum educational qualifications required for the post.

7. Persons working in Govt. or Public Sector undertaking should produce "No Objection Certificate" at the time of Interview.

8. No TA/DA will be admissible to appear in the interview, including (SC/ST candidates).

9. This position will be purely on temporary/contractual basis for the specified period of time and based on project.

10. The salary is a consolidated sum without any other benefits and it is based on experience, qualifications, skill set of the candidates.

11. Canvassing in any form will be disqualification.

12. Age / Education qualification / Experience will be considered till date of interview.

Recruitment Cell

AIIMS Bathinda

FORMAT FOR APPLICATION

1. Name of the Post:

2. Advertisement File No. & Date:

3. Name of the Candidate:

4. Father's Name:

5. Date of Birth:

6. Age:

7. Category:

8. Gender:

9. Marital Status:

9. Permanent Address:

10. Address of Correspondence:

11. Email Address:

12. Phone No. (Mobile or Landline No.)

13. Qualification from High School and above:

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

14. Experience (Post Qualification):

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

15. Experience with REDCap (Yes or No) _____

I hereby declare that above information provided by me is correct to my knowledge and belief.

(Signature of the Candidate)