

Dhanwantary Nagar, Puducherry, India 605006

Recruitment Notice

This position will be purely on **temporary and contractual basis** for the specified period of time, based on a research project, and may be terminated earlier than expected.

Name of the post	Lab Technician (BMGF study), 01 Position
Department	Department of Neonatology
Age Criteria	21-35 years
Emoluments/Duration	Rs. 18,000 per month consolidated, 12-18 Months
Location	JIPMER, Pondicherry
Job profile	<p>The Lab technician will be responsible for:</p> <ul style="list-style-type: none">• Labeling, scanning, immediate processing and storage of collected bio specimens at Tertiary Site• Collecting the reports of the routine laboratory tests performed for the enrolled infant from the side lab or designated outsourced laboratory• Maintaining laboratory records in the eCRF• Maintaining the equipment log, calibration logs, ensuring smooth functioning of equipment at site• Receiving, labeling and analyzing samples• Designing and executing laboratory testing according standard procedures• Organize and store all bio specimens according to safety instructions• Record all data and results in specified forms (paper and electronic) with accuracy and responsibility• Maintain equipment and assist in ordering laboratory supplies• Ensure that all safety guidelines are followed strictly at all times and maintain a clean and orderly environment
Qualifications and Experience	<ol style="list-style-type: none">i. BSc (Medical Laboratory Technology) from a recognized institute ANDii. One year experience in a medical laboratory
Skills	<ul style="list-style-type: none">• Excellent reading comprehension and strong written as well as verbal communication skills including good command of English required• Good understanding of needs for project and job

	<p>responsibilities</p> <ul style="list-style-type: none"> • Computer skills including proficiency in use of Microsoft Office applications • Good organizational behavior and problem solving skills • Well versed in recording the data • Ability to establish and maintain effective working relationships with co-workers, managers, investigators
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GENERAL TERMS & CONDITIONS:

1. **In view of the COVID-related restrictions to travel, persons residing in Pondicherry will be given preference.**
2. This position will be purely on temporary/contractual basis for the specified period of time and based on project, and may be terminated earlier than expected.
3. All educational professional and technical qualification should be from a recognized Board/ University and full-time.
4. The experience requirement specified should be experience acquired after obtaining the minimum educational qualifications required for the post.
5. Persons working in Govt. or Public Sector undertaking should produce "No Objection Certificate" at the time of Interview.
6. The qualification, experience and other requirements for the posts are relaxable at the discretion of the competent authority, in case of candidates who are otherwise suitable. Candidates not found suitable for the posts notified, can be offered a lower post on the recommendation of the Selection Committee.
7. No TA/DA will be admissible to appear in the interview, including (SC/ST candidates).
8. **Only candidates who can join by 03-06-2020 need to apply, as the position is to be filled on an urgent basis.**
9. In case large number of applications are received for each post, screening will be done to limit the number of candidates to those possessing higher/relevant qualification.
10. **Only shortlisted candidates will be called for Written test/Interview. Short list will be posted on the JIPMER website approximately 10 days after this notice.**
11. Request for change in Written test/ Interview schedule will not be entertained.
12. The salary is a consolidated sum without any other benefits.
13. Interested candidates may please send their application **by e-mail with subject line mentioning "Application for the position "Lab technician (BMGF Study)" to neonatologyjipmer@gmail.com**
14. **The application should include:**
 - a. Current CV
 - b. Application form (attached on the JIPMER website)
 - c. Recent color photo
 - d. Names, phone numbers and contact details of three referees who are willing to give you letters of reference (if requested by JIPMER).

15. Incomplete applications will be summarily rejected without assigning any reasons thereof.
16. All results will be published on the JIPMER website and **all future communications will be only through email.**
17. Canvassing in any form will be a disqualification.

Approximate timeline for recruitment (subject to change)	
Application last date	31-05-2020 4:30 PM
Email ID for applying	neonatologyjipmer@gmail.com
Shortlist published on JIPMER website	01-06-2020 (approximate date)
Certificate Verification	02-06-2020 at 09:00 AM
Written screening test (single response type MCQ; only for shortlisted candidates)	02-06-2020 at 10:00 AM
Interview (for those selected by screening test)	02-06-2020 at 12:00 PM
Venue	IC Verma Hall, Department of Neonatology, 1st Floor, Women & Children's Hospital, JIPMER
Announcement of results	02-06-2020 at 4:00 PM (on JIPMER website)
Expected joining date	03-06-2020