



JAWAHARLAL INSTITUTE OF POSTGRADUATE MEDICAL EDUCATION AND RESEARCH (JIPMER)  
An Institute of National Importance under the Ministry of Health and Family Welfare, Govt. of India  
Dhanwantri Nagar, Puducherry-6.

[www.iipmer.edu.in](http://www.iipmer.edu.in)

Phone:0413-2297284, 2296220

## Department of Neurology

No.

Date: 01-12-2021

### **Recruitment Notice**

Applications are invited by the HOD, **Department of Neurology**

Jawaharlal Institute of Postgraduate Medical Education and Research (JIPMER), Pondicherry from candidates fulfilling the following eligibility conditions to work as "**Clinical Trial Coordinator**" on contract basis.

### **No. of Posts**

1. Clinical trial coordinator- 1 post

Selected candidates will be engaged on a contract basis (for a period of 6 months extendable to a maximum of 3 years) in a project titled: **Myasthenia Gravis INebilizumab Trial (MINT)**

Interested and eligible candidates may email their CV and supporting documents scanned in one pdf to the mail ID: **[jipmermint@gmail.com](mailto:jipmermint@gmail.com)**

Application form must be scanned and sent along with supporting documents in a single PDF file to the above email ID. The PDF file should be named as:

For clinical trial coordinator post: "candidate name - Myasthenia Gravis INebilizumab Trial (MINT)".

Last Date for sending applications and CV by email is **31.12.2021 till 4.30 PM.**

**Note: Application not in the prescribed format will be strictly rejected. Please see attached format and make your applications in the specific format.**

**Applications routed through any external agency will be rejected.**

Candidates will be shortlisted based on their application and CV. The shortlisted candidates will receive an email regarding the details of date and venue. **Selection will be based on written test (MCQ based) followed by interview.**



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Eligibility Criteria:

**For Clinical Trial coordinator:**

**C. Essential :**

- **MBBS/BSc Nursing** (proof to be submitted)
- Minimum one year of experience in conducting clinical trials (proof to be submitted)
- Ability to converse and read Tamil

**D. Desirable:**

- Additional training in clinical trials
- Pharmaceutical sponsored clinical trials
- GCP training (to produce certificate)
- Recruitment of subjects in clinical trials

**E. Contractual Remuneration: Rs. 25,000/- (consolidated) per month**

**F. Maximum Age Limit: 35 years**

**G. Evaluation criteria:** After evaluation of the application form, date of selection process will be intimated through email provided. On the day of selection process, after verifying the certificates, a written exam (MCQ based) followed by an interview will be conducted.

Terms and Conditions:

1. This position will be purely on temporary/contractual basis for the specified period of time and based on project.
2. The current recruitment will be for 6 months and contract will be renewed depending on the performance of the candidate. The total duration of the project at this point is for 3 years.
3. Qualification and experience should be in relevant discipline/field and from an Institute of repute. Experience should have been gained after acquiring the minimum essential qualification.
4. Qualification, experience, other terms and conditions may be relaxed/ altered at the discretion of the Principal Investigator in consultation with the interview panel.
5. The posts are purely on contract basis for an external sponsored project, and no claim for any regular post in JIPMER shall be entertained.
6. Valid email id and mobile number is compulsory.
7. Consolidated salary of the post is exclusive of 18% GST. No other allowance/facilities other than consolidated salary shall be extended.
8. Decision of the principal investigator will be final.
9. No TA/DA will be paid for the interview.
10. Canvassing of any kind will lead to disqualification.
11. Submission of wrong or false information during the process of selection shall disqualify the candidature at any stage.
12. Only shortlisted candidates will be called for Interview.
13. Incomplete applications will be summarily rejected without assigning any reasons thereof.

Application for the Post of Clinical Trial Coordinator

For the Myasthenia Gravis INebilizumab (MINT).

Print in A4m size paper and fill in with Block Letters with BLUE  
PEN



1. Name of the Applicant:

\_\_\_\_\_

2. Father's Name:

\_\_\_\_\_

3. Gender (Male/Female/other):.....

4. Date of Birth (dd/mm/yyyy):\_\_\_\_\_

5. Marital Status (Married/Unmarried: \_\_\_\_\_

6. Age (as on 31<sup>st</sup> August 2020):\_\_\_\_ years months \_\_\_\_\_ days

7. Nationality:\_\_\_\_\_

8. Address for Communication: .....

\_\_\_\_\_

Pincode .....

9. Permanent Address: .....

\_\_\_\_\_

Pincode .....

10. Mobile: \_\_\_\_\_

11. Email ID: .....

12. Have you ever been convicted by a court of law or is there any criminal case / disciplinary action/ vigilance enquiry pending against you?

If so, specify: \_\_\_\_\_

11. Fields of Research Experience/ Paper submission in national level conference (if any):

12. Language Proficiency

Able to Read & Write	
Able to Converse only	

13. Educational Qualifications: (Enclose self-attested photocopies)

	<b>Educational Qualification (from SSLC/ /Matriculation)</b>	<b>Board/University</b>	<b>Year of Passing</b>	<b>% Marks</b>	<b>Subjects</b>
1	Tenth Equivalent				
2	Higher Secondary				
3	Degree				
4	Post-graduation				
5	MBA (if any)				
	Other qualifications				
6					
7					
8					

**14. Details of Previous Employment (if any):** *(Pls attach PDFs of proof of work)*

	<b>Employer</b>	<b>Designation</b>	<b>From (date)</b>	<b>To (date)</b>	<b>Duration (yrs, months, days)</b>	<b>Nature of Work</b>
<b>1</b>						
<b>2</b>						
<b>3</b>						
<b>4</b>						
<b>5</b>						
<b>6</b>						

15. Please describe in less than 500 words about your experience in planning and conducting research projects and their outcomes

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**16. Any other relevant information:**

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**17. Please provide contact information/email land telephone number of your previous employer whom we can contact regarding your previous/ current work.**

(Please intimate your previous employer(s) that they may be receiving calls from us regarding this and obtain their permission)

**I accept enquiries about my previous work with my earlier employer(s)**

Yes/No\_ \_ \_ \_ \_

**Contact information of previous employer(s)**

<b>Name</b>	<b>Designation</b>	<b>Company / Organization Name</b>	<b>Phone</b>	<b>Email ID</b>


**Check List: (Please tick as proof of enclosures) All Certificates must be attested and be attached in the following order:**

- (i) **Proof of Indian nationality** (*copy of aadhaar/voter Id/ passport /driving license*)
- (ii) **Certificate in support of age (Tenth equivalent/High School Certificate)**  
**Degree/ Diploma.....**
- (iii) **Experience Certificate.....**
- (iv) **Any others (if any)...** .....

**Declaration by the Applicant**

*Application/or the post of **Clinical Trial Coordinator***

*For the Myasthenia Gravis INebilizumab (MINT).*

*Print in A4 size paper and fill in with Block Letters with BLUE PEN*

I,..... wish to apply for the above post and hereby declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect or ineligible and detected before or after Exam/Interview, I hereby convey my consent for cancellation of my candidature. Further, I declare I have gone through all the terms and conditions of the appointment. I will abide the same and I will not claim any regularization.

**Place:**

**Date:**

**NAME (in block letter) :**

**Signature of the Applicant :**