



## Department of Surgery

No: JIPMER/Surgery/ICMRgenetic

Dated: 14.03.2024

### Project Recruitment Notification

The following posts are to be filled purely on a temporary basis for the ICMR project in the Dept. of Surgery, JIPMER. Interested and eligible candidates may email the application form along with a two-page CV and a recent photograph to the mail id: [drgomathishankar@gmail.com](mailto:drgomathishankar@gmail.com) with a cc to [jipmergeneticclinic@gmail.com](mailto:jipmergeneticclinic@gmail.com) Last date for receiving the filled application is **23.03.2024 (until 4.30 PM)**. Candidates will be shortlisted based on their CV. The shortlisted candidates will receive email confirmation which will also include details and the date of the test and Walk-In Interview. Selected candidates will be engaged in the Project titled "Clinical utility of Multigene Panel based universal genetic testing in breast cancer patients and its impact on Cascade testing" Candidates attending the interview should bring their updated CV along with a copy of the filled application form and original certificates. Further details are mentioned below.

<b>Name of the Post</b>	<b>1. Project Technical support III</b> Number of Vacancies: 01
Essential Qualifications	<ul style="list-style-type: none"><li>• Post-Graduation in Human Genetics/Genomics /Medical genetics /Genetic engineering OR</li><li>• For engineering graduates - Genetic engineering plus three years' Experience or Master's degree in Genetic Engineering + one year of experience</li><li>• Fluency (Speaking, reading and writing) in Tamil as this project involves interaction with the patients, consenting</li><li>• Minimum One year experience in Genetic counselling</li></ul>
Emoluments	Rs. 28,000/- per month plus 18% HRA (Rs. 5,040/-) = Rs. 33,040/- per month
Desirable Qualifications and Experience	<ul style="list-style-type: none"><li>• Experience: experience in Cancer Genetic counselling</li><li>• BGCI certification</li><li>• Experience in Clinical research, Data collection or monitoring or clinical studies</li><li>• MS Office, Excel, MS Word, PPT, Email video conferencing, and cloud storage skills.</li></ul>
Upper Age Limit	Not exceeding 35 years However, can be relaxed for women candidates/OBC/SC/ST/physically handicapped (PH) candidates as per norms
Contract type	Contract/Temporary (One year - likely to be extended beyond one year based on the performance and availability of funds)

<b>Name of the Post</b>	<b>2. Project Technical support II</b> Number of Vacancies: 01
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Essential Qualifications	<ul style="list-style-type: none"> <li>• Diploma (MLT/DMLT/engineering )+Five Years experience in relevant subject/field OR</li> <li>• Degree in Life Sciences/ related to life science with 3 -year experience in the Medical (Working with patients) Or Medical Research field OR</li> <li>• Post-graduation in Biological Sciences with 1-year experience as above</li> <li>• Fluency (Speaking, reading and writing) in Tamil as this project involves interaction with the patients, consenting</li> <li>•</li> </ul>
Emoluments	Rs. 20,000/- per month plus 18% HRA = Rs. 23,600 /- per month
Desirable Qualifications and Experience	<ul style="list-style-type: none"> <li>• Qualification in genetics</li> <li>• Experience in Phlebotomy</li> <li>• BCGI certification</li> <li>• Experience in cancer genetic counselling</li> <li>• Experience in Clinical research, Data collection or monitoring or clinical studies</li> <li>• MS Office, Excel, MS Word, PPT, Email video conferencing, and cloud storage skills.</li> </ul>
Upper Age Limit	Not exceeding 30 years However, can be relaxed for women candidates/OBC/SC/ST/physically handicapped (PH) candidates as per norms
Contract type	Contract/Temporary (One year - likely to be extended beyond one year based on the performance and availability of funds)

### **Application Process:**

Interested Candidates fulfilling the eligibility criteria and agreeing to the terms & conditions for appointment (as mentioned below) may apply by filling out the application form (annexure 1) and **emailing the completed form to the address** given below along with all enclosures:

Email ID [drgomathishankar@gmail.com](mailto:drgomathishankar@gmail.com) POSTAL APPLICATIONS WILL NOT BE ACCEPTED)

with a cc to

[jipmergeneticclinic@gmail.com](mailto:jipmergeneticclinic@gmail.com)

**Last date of receiving completed application by mail: 23.03.27**

### **Enclosures: (to be attached along with the application form)**

1. CV (filled in application form/ annexure 1)
2. Birth certificate / Proof of DOB
3. Valid Photo ID and Address proof
4. Community certificate (SC/ST/OBC) if applicable
5. Certificate(s) of Academic Qualifications
6. Experience Certificate (Work & Research)
7. Scientific Publications
8. Personal statement
9. Reference letters (one or two)

**Please apply with CV in the attached proforma** along with certificates/enclosures as a **single PDF file** (in the order given under enclosures) to the above email ID. **No Hard copies will be entertained.**

### **Selection Process:**

Applications will be scrutinized, and eligible candidates will be shortlisted based on desirable qualifications and experience and after verification of certificates.

*Applications not in the prescribed format will be summarily rejected.*

*All eligible candidates for interview will be notified in the JIPMER website and by email ID through which they had applied.*

Candidates who receive the confirmation email (to participate in the written test and interview) may appear for the same. A valid email address is essential for all communications. A written test may be conducted in addition to the interview as per the selection committee's decision if the number of candidates is higher. The selection will be conducted by a panel of experts.

The tentative date for selection is **26<sup>th</sup> March** and will be done at JIPMER, Puducherry.

Candidates must appear in person.

The final merit list will be drawn with the selected candidate and wait-listed candidates. **The same will be valid for one year from the date of publication of results.**

Decision of the committee will be final in all matters of merit list and recruitment.

### **Terms & Conditions for appointment**

1. The appointment is on **TEMPORARY BASIS** (co-terminus with the project) will be initially for a period of **ONE YEAR**, and the extension may be granted up to THREE YEARS based on the performance with effect from the date of joining. If the period is not extended further, the same will be lapsed automatically.
2. If the performance of the appointee is not found satisfactory by the Principal Investigator, then the appointment can be terminated at any time without assigning any reason.
3. Qualification and experience should be in a relevant discipline/field and from an institute of repute. Experience should have been gained after acquiring the minimum essential qualification.
4. If the appointee wishes to resign, it can be done by giving one month's notice or by paying one month's salary.
5. The appointee is not entitled to any T.A./D.A for attending the interview and joining the appointment.
6. Qualification, experience, and other terms and conditions may be relaxed / altered at the discretion of the Principal Investigator. The decision of the competent authority will be final.
7. The appointee shall perform the duties assigned to him/her. The competent authority reserves the right to assign any duty as and when required. No extra/additional allowances will be admissible in case of such assignment.
8. The appointee shall be on the whole-time appointment of the JIPMER and shall not accept any other assignment, paid or otherwise, and shall not engage himself/herself in a private practice of any kind during the contract period.
9. The appointee shall not be entitled to any benefit like Provident Fund, Pension, Gratuity, Medical Attendance Treatment, Seniority, Promotion etc., or any other benefits available to the Government Servants appointed regularly.
10. The appointee will not be eligible to get official accommodation/quarters allotment within the campus as applicable to the other regular employees of this Institute.
11. Canvassing of any kind will lead to disqualification.
12. Submission of wrong or false information during the selection process shall disqualify the candidature at any stage.
13. The Income Tax or any other tax liable to be deducted, as per the prevailing rules, will be deducted at source before effecting the payment, for which the Department will issue TDS Certificate/s.

For further queries, if any, contact PI Dr.Gomathi Shankar on the following email:

[drgomathishankar@gmail.com](mailto:drgomathishankar@gmail.com) with a cc to [jipmergeneticclinic@gmail.com](mailto:jipmergeneticclinic@gmail.com) with the subject of the mail mentioned as **"Enquiries aboutICMR-project recruitment."**

**Dr Gomathi Shankar,**

Additional Professor, Department of Surgery, JIPMER, Puducherry – 605006



## Department of Surgery

### APPLICATION FORMAT FOR ICMR FUNDED PROJECT (CONTRACTUAL BASIS)- Project Technical Support III/II

(Print in A4-sized paper and fill it in with block letters with a **BLUE PEN**. The filled and signed form, along with relevant documents mentioned, must **be scanned and e-mailed to us as a SINGLE PDF FILE** (name of candidate\_ICMR\_PTO) with the subject in the email as: Application for ICMR\_HL-low dose\_PTO)

#### Application for the position of Project Technical Support III/II

1. Name of the Applicant: \_\_\_\_\_

2. Date of Birth \_\_\_\_\_

3. Male/Female: \_\_\_\_\_

4. Nationality: \_\_\_\_\_

5. Father's Name: \_\_\_\_\_

6. Permanent Address: \_\_\_\_\_

\_\_\_\_\_

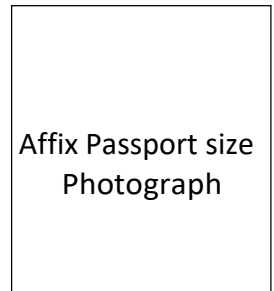
\_\_\_\_\_

7. A. Mobile No.: \_\_\_\_\_

B. E-mail: \_\_\_\_\_

8. Whether belongs to SC/ST/OBC/ Physically Handicapped /Ex-Servicemen  
(Specify and enclose valid certificate): \_\_\_\_\_

9. 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 \_\_\_\_\_



**10. Educational Qualifications (Attach attested copies of certificates/mark sheets, etc.)**

Examination Passed	Subject	Year of Passing	Division With % of Marks	Board/ University
10 <sup>th</sup>				
12 <sup>th</sup>				
B.Sc				
M.Sc				
Any other (specify)				

**11. Details of previous employment/ fellowship (if any)**

Post held	Department/ Institute/company	Permanent/ Temporary/ Contract	Period of employment		Scale of pay	Gross Amount
			From	To		

**12. Research Experience (if any):**

**13. Publications (if any):**

14. Please provide contact information /email and 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)

Name	Designation	Company/Organization Name	Phone	Email ID

15. Tamil language proficiency:

- Can you speak Tamil Language proficiently with patients YES/NO
- Are you a native speaker of Tamil (mother tongue/ born and lived in Tamilnadu)
  - YES/NO
  - If not a native speaker, explain how you gained Tamil speaking skills

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16. Any other significant information

#### DECLARATION BY THE CANDIDATE

*Application for the post of:*

*Print in A4m 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.

I have gone through the recruitment rules and if selected, I agree to abide by them. The particulars given in the form are correct and I am prepared to present myself for interview at my own expenses, if called upon to do so.

Place:

Date:

Signature of the candidate: