



अखिल भारतीय आयुर्विज्ञान संस्थान (एम्स), गुवाहाटी
All India Institute of Medical Sciences, Guwahati

स्वास्थ्य और परिवार कल्याण मंत्रालय, भारत सरकार के तत्वावधान में एक वैधानिक निकाय
(A statutory body under the aegis of Ministry of Health and Family Welfare, GoI)

DEPARTMENT OF COMMUNITY AND FAMILY MEDICINE

Ref No. AIIMSG/CFM/ICMRLIFESKILLS/2024/002

Date: 03.07.2024

RECRUITMENT NOTIFICATION

All India Institute of Medical Sciences (AIIMS) Guwahati, Assam is inviting applications to fill the position of **Project Technical Support-III** for the project entitled, “**Feasibility of Locally Adapted, Community Delivered Life Skills Training in Indigenous Adolescents: A multi-site study**” funded by the Indian Council Medical Research (ICMR), Government of India under Dr. Limalemla Jamir (Principal Investigator- Community & Family Medicine, AIIMS, Guwahati).

POST CODE	PARTICULARS	DETAILS
1	Name of the Post	Project Technical Support-III
	No. of Post	02 (Two)
	Essential Qualification	Three Years Graduate in Psychology/Public Health/ Social Work/Sociology + Three Years Experience in the fields mentioned above OR Post Graduate in Psychology/Public Health/Social Work/ Sociology
	Desirable Experience	1. Atleast six months experience of participating in research projects/field projects/community education projects (For Post Graduates) 2. Research or field experience in adolescent focused projects 3. Proficiency/fluency in English and local languages 4. Work/research experience in education sector 5. Proficiency in computer applications including use of MS Office applications
	Salary	Rs. 28,000/- p.m. + 18% HRA (Rs. 5040/-) = Rs. 33,040/- p.m.
	Nature of work	<ul style="list-style-type: none">• Project management and coordination• Liaison with school authorities and teachers• Facilitator training and coordination• Data management• Record-keeping and report writing• Budget management and institutional coordination
	Requirements	<ul style="list-style-type: none">• Highly organized and detail-oriented• Strong interpersonal communication and negotiation skills• Willingness for regular travel• Commitment to data quality and ethical research practices
	Maximum Age Limit	35 years
	Duration	Selected candidates will be initially appointed for a period of six (6) months, which upon favourable performance reviews may be extended on half yearly basis for the duration of the project.

Note:

- a. All the educational qualifications/certificates shall be from Recognized Board/University.
- b. All the experience gained shall be preferably from Government Organisations and shall be counted after the date of completion of Minimum Essential Qualification. Experience from reputed National/International Organizations shall also be considered.
- c. Experience shall be from the relevant field/area, as required for the study of the Project concerned.
- d. The candidate must be willing to undertake other responsibilities as may be assigned from time to time by the PI.

SELECTION PROCESS:

1. Interested candidates may submit their application using this Google Form Link: <https://docs.google.com/forms/d/e/1FAIpQLSd-KMVIYi9N6Tsnrmtow90XfquP0hg74U66inw4y0lc5zbOkA/viewform?vc=0&c=0&w=1&flr=0>
In this form candidates would need to upload scanned copies of Proof of Date of Birth, Essential and Desirable qualifications, No Objection Certificate (for government employees) etc. as specified above. Shortlisted candidates need to provide Original Certificates at the time of the interview for verification.
2. **This application form will expire 15 days after the date of notification of this Call for Applications on the institute website, i.e. 18.07.2024. No applications will be considered after the form has been closed.**
3. Candidates will only be informed about their selection through the email address provided during submission of application. No separate information will be provided to candidates who have not been shortlisted.
4. Any misrepresentation or provision of wrong details by the candidates in their application will entail disqualification
5. Details of interviews/written tests shall be provided over email only to shortlisted candidates and announced on the institute website.
6. The decision of selection committee further to approval of Executive Director, AIIMS Guwahati will be final.
7. Details of selection will be communicated only to selected candidates and selection list will be published on AIIMS Guwahati website after the selection process is over.
8. Selected candidates must be willing to join immediately upon selection.

TERMS & CONDITIONS:

1. It is candidates' responsibility to ascertain and ensure their eligibility as per the prescribed qualification and experience. Any misinformation detected at any stage will make the candidate liable for legal action. Permission to appear in the selection process does not approve the eligibility of the candidate. Even after qualifying the selection process the candidate may be rendered disqualified at the time of document verification if he / she does not fulfill essential eligibility criteria.
2. These appointments will be made from the staff strength sanctioned to the extra-mural project and employment in this extra-mural project will not vest any right to candidate for appointment within the sanctioned staff strength of AIIMS Guwahati.
3. Tenure: The assignments are purely on contract basis for the period specified above. This appointment will not vest any right to claim by the candidate for regular appointment or permanent absorption in AIIMS Guwahati or for continued contractual appointment.
4. Expiry of Contract: The contract will automatically expire on completion of period specified above until it is renewed with mutual consent for the decided period. The contractual appointment can be terminated at any time by either side by giving 30 days' notice or salary in lieu thereof.
5. Accommodation: No hostel or any other accommodation will be provided by the Institute / Principal Investigator.

6. The candidate who is already in government service shall submit 'No Objection Certificate' from the present employer at the time of interview.
7. The prescribed qualification is minimum and mere possessing the same does not entitle any candidate for selection.
8. The candidate should bring along original certificates in support of his/her age, educational/professional qualification, experience etc., two recent passport size colour photographs. One set of self-attested photocopies of the relevant documents would need to be submitted at the time of interview/written test. Failing these, he/she will not be allowed to participate in the interview/written test.
9. The candidate applying in response to this advertisement should satisfy themselves regarding their eligibility in all respects.
10. No travelling or other allowances will be paid to the candidate for appearing in the interview/written test or for joining the post.
11. Canvassing of any kind will lead to disqualification.
12. Private practice of any type is prohibited.
13. He/she is expected to conform to the rules of conduct and discipline as applicable to the institute employees.
14. The decision of the competent authority regarding the selection of the candidate will be final and no representation will be entertained in this regard.
15. The candidate should not have been convicted by any Court of Law.
16. In case any information given or declaration by the candidate is found to be false or if the candidate has willfully suppressed any material information relevant to his appointment, he/she will be liable to be removed from the service and any action taken as deemed fit by the appointing authority.
17. Applications incomplete in any aspect will be summarily rejected.
18. The Competent Authority reserves the right of any amendment, cancellation, and changes to this advertisement as a whole or in part without assigning any reason or giving notice.
19. All information/updates pertaining to this advertisement will be displayed on the AIIMS Guwahati website.
20. No individual intimation may be sent by the AIIMS Guwahati to applicants. It will be the responsibility of applicants to keep abreast of the developments by visiting institute website regularly.
21. All disputes will be subject to jurisdictions of Court of Law at Guwahati.
22. Selected candidates should join duty immediately.

Principal Investigator

Dr. Limalemla Jamir

Assistant Professor,

Department of Community and Family Medicine,

AIIMS-Guwahati, Kamrup,

Assam-781101.

Email: lifeskillsicmr@gmail.com