

Dr. Nivedita
Associate Professor,
Principal Investigator
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PROMISE Trial

Departments of Obstetrics and
Gynecology, JIPMER
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No.: JIP/IEC/2021/017

Dated: 24/4/2023

RECRUITMENT NOTICE

Applications are invited from qualified female candidates for the following post under the project titled “Preeclampsia and role of metformin in reducing its incidence and severity of complications (PROMISE Trial) – Placebo controlled Randomized Clinical Trial.” funded by the Department of Health Research, Government of India, in the Dept. of Obstetrics and Gynecology, JIPMER. The post needs to be filled purely on **temporary contractual and urgent basis** for a specified period of time and may be terminated earlier than expected. The selection of candidates for the post will be based on the selection committee's recommendations.

Name of the post: Female Project Associate- I

No. of post: One (Temporary)

Name of the post	Project Associate-1
Department	Department of Obstetrics and Gynecology, JIPMER
Age Criteria	Upper age limit 30 years only
Emoluments/Duration	36,580 per month (Consolidated including 18% HRA)
Location	Women's and Child Hospital (WCH), JIPMER, Puducherry
Job profile	<ol style="list-style-type: none">1. Collect information about patients admitted with preeclampsia, take their consent and recruit into the trial2. Drug monitoring, blood sampling and storage, co-ordination of lab work, data collection, record keeping, data entry and project report writing3. To follow up all the babies born of these mothers4. To contact the above-mentioned people after six weeks to get information as per the proforma5. Postnatal blood sampling of the recruited patient may be required on Sundays and holidays too6. Executing finance and related administrative tasks of the project
Qualifications and Experience	<p>Essential:</p> <ol style="list-style-type: none">1. Female candidate as the job requires working closely with pregnant women2. Masters in Public health, Social Work, any science discipline, Biochemistry, Pharmacology, Nursing in Obstetrics and Gynecology or other relevant areas from a recognized University with 1 year Research experience3. Good command of Tamil and English - Reading, speaking & writing, preferably Tamil typing4. Experience working with medical records and quantitative research in a hospital <p>Desirable</p> <ol style="list-style-type: none">1. Skill in handling Microsoft office, excel, electronic data capture, emails, web

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	<p>conferencing, other relevant internet tools for research</p> <ol style="list-style-type: none">2. Publications in indexed journals3. Candidates who will be able to join on or before 15/5/2023
Skills	<ul style="list-style-type: none">• Important to know Tamil to converse with the patients• Good understanding of needs for project and job responsibilities• Computer skills, including proficiency in the use of Microsoft Office applications• Good organizational behaviour and problem-solving skills• Well-versed in recording and maintaining data• Ability to establish and maintain effective working relationships with participants, investigators and co-workers

Salary: Rs. 36,580 per month (Consolidated including 18% HRA), Renewal will be implemented after assessing satisfactory performance

Duration of the project: 3 Years (to be renewed every year based on performance, work ethics, sincerity, punctuality and discipline)

Selection Process: List of candidates will be shortlisted, after screening the resume followed by written test and interview (in person)/ videoconferencing.

Written examination and Interview: **Names of the shortlisted candidates will be displayed on JIPMER website and details regarding the conduct of written test/ interview will be notified thereon.** No personal communication in this regard will be entertained nor shall we furnish return email to the shortlisted candidates. Hence the applicants are requested to follow up JIPMER website for further notifications of shortlisted candidates and results.

General Instructions & Conditions:

1. No Benefit of Provident fund, Leave Travel Concession, Medical Claim etc. will be considered, since the post is purely on contract basis.
2. Appointment is for a period of 1 year till maximum of 3 years. However, the offer of appointment will be renewed every 6 months depending upon satisfactory performance, punctuality, dedication to work, sticking to timelines.
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

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qualification.

4. Qualification, experience, and other terms and conditions may be relaxed/ altered at the discretion of the Principal Investigator

5. Upper age limit may be relaxed as per Govt. of India rules (five years for SC/ST and OBC candidates)

6. The above post is purely on temporary/contractual basis, co-terminus of the project & the candidate will have no right to claim for permanent employment in the Institute or continuation of his or her services in any other project of JIPMER/ ICMR/DHR.

7. In case a large number of applications are received for each post, screening will be done to limit the number of candidates to those possessing higher/relevant qualifications

8. Incomplete applications will be summarily rejected without assigning any reasons thereof

9. The candidates are advised not to bring any type of recommendations to influence their selection. Such

candidates will be summarily rejected. Submission of false information during the selection process shall disqualify the candidature at any stage or found ineligible at the time of joining duty.

10. If the performance of the appointee is not found satisfactory by the investigators, the appointment can be terminated at any time without any notice or without assigning any reason.

11. The leave rules are as per ICMR guidelines, i.e one day leave for every completed one month of work

12. The appointee shall be on a whole-time appointment for this project 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 period of appointment.

13. The appointee may be relieved from the current job position with one-month prior notice, failing to do so may be held responsible for paying one month's salary.

14. Decision of the Principal Investigator will be final.

15. No TA/DA will be paid for attending the interview to shortlisted candidates.

16. Hostel facilities will not be allowed to the selected candidate.

17. The applicants are requested to e-mail the scanned copy of their 2-page CV, qualification certificates and scanned filled-in application form as per Annexure-1 as a single document to the email dr.niveditajha@jipmer.ac.in on or before **6/05/2023** with subject line mentioning, "**Application for the post of Project Associate DHR-ICMR funded multicentric PROMISE trial**". Valid email id and mobile number is compulsory. There is no need to send the hard copies of application form. Names of the shortlisted candidates will be published on JIPMER website by 8/05/2023. Eligible candidates are expected to appear for interview scheduled on 11/05/2023 forenoon. Results will be published on JIPMER website by 13/05/2023 and expected date of joining is 15/05/2023.

18. Canvassing in any form will lead to disqualification.

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19. At the time of the interview, candidates are required to bring the hard copies of their 2-page CV and filled-in application form as per Annexure-1, along with self-attested copies of testimonials with original certificates for verification.

- Certificate in support of age (Tenth equivalent/High School Certificate)
- Degree/Diploma.
- Experience Certificate
- Caste certificate (If any)
- Prize/awards (if any)
- Publication

Address for Correspondence:

Dr. Nivedita,

Principal Investigator, DHR-ICMR funded multicentric PROMISE Trial

Associate Professor of Obstetrics and Gynecology,

JIPMER, Puducherry- 605 006

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This advertisement is placed after obtaining the approval of Dean Research

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ANNEXURE-I

Jawaharlal Institute of Postgraduate Medical Education and Research (JIPMER)
(An Institution of National Importance Under the Ministry of Health, Government of India)

APPLICATION FORM

1. Full name (Capital Letter):
2. Name of Father/Husband:
3. Gender:
4. Date of birth:
5. Age as on Last date of application:
6. Marital status:
7. Address for correspondence:
8. Permanent address:
9. Contact no.(Mandatory):
10. Email:
11. Category: General/SC/ST/OBC (mark as applicable)

Self-attested
photograph
(3.5 X 4.5 cm)

12. Educational qualification:

Qualification	Board/ University	Year of Passing	Subjects	% of marks/ CGPA

13. Research Experience details:

Sl. No.	Post Name	Name of Organization	Duration of Work	Nature of Job

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14. Title and duration of Masters project (if any):

15. Research publications (if any):

16. Name and contact details of two referees:

A.

B.

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

Certificate in support of age (Tenth equivalent/High School Certificate)

.....

Degree/Diploma

Experience Certificate.....

Caste certificate (If any).....

Any others (if any).....

Declaration by the Applicant

I, 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:

(Signature of the Applicant)