



JAWAHARLAL INSTITUTE OF POSTGRADUATE MEDICAL EDUCATION AND RESEARCH (JIPMER)

Dhanwantri Nagar, Puducherry-6

RESEARCH MANPOWER RECRUITMENT FORMS

REC-02: Advertisement Format

Advt. No. 2024/APLC_SOS

Date: September 2, 2024

Advertisement for recruitment to Project Nurse (on contract)

Applications are invited from eligible candidates to work as Project Nurse on contract basis in a research project funded by **Asia Pacific Lupus Collaboration (APLC)** at the Jawaharlal Institute of Postgraduate Medical Education and Research (JIPMER), Puducherry as per the details below.

Name of the Post	Project Nurse (on contract basis)
Likely duration	1 year
Consolidated Remuneration	Rs. 33000/- consolidated pay
Project Title	The SLE Outcomes Study – SOS
Funding Agency	Asia Pacific Lupus Collaboration (APLC)
Project Investigator (PI)	Dr, Molly Mary Thabah
PI's Department	Department of Clinical Immunology

Nature of work/responsibilities and expectations:

Patient enrolment, maintaining patient records, guidance and counselling patients for regular follow up, and data entry and analysis.

Eligibility criteria (Qualification & Experience)

A. Essential:

- BSc Nursing from an INC recognized university with a minimum of 55% aggregate marks.
- Knowledge of computer applications and statistical software
- Proficiency in English and Tamil

B. Desirable:

- One year experience working in outpatient/inpatient and daycare management of patients
- Experience in counseling of patients with chronic diseases especially SLE

C. Maximum Age Limit: 40 years (as on last date of receipt of applications)

Eligible and interested candidates may email the filled application form (attached), along with CV and supporting documents (scanned in one pdf) to the **Email ID:** aplcsos2024@gmail.com



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Notes:

1. **Applications not in the prescribed format will not be processed or accepted.**
2. Please mention the name of the post applied for in the email subject line.
3. The PDF file should be named as: **"Candidate name_Post-name_year_application"**. e.g. **"James_DEO_2023_application"**.
4. **The last date for sending complete applications by email up to 4PM on 9th September 2024.**
5. For those wishing to apply for two or more different posts, a separate application form must be filled in for each post and scanned and sent with the necessary enclosures in separate emails. Applicants will be shortlisted based on the details furnished in the application, CV, and the documentary proof provided. The list of eligible candidates will also be displayed on the JIPMER website. The final selection will be based on CV, application, and written test/interview.

EVALUATION CRITERIA:

After the evaluation of the application form, the recruitment process will be as follows:

- a. **Written test** (*general medical surgical nursing syllabus*) will be conducted only if the number of applicants exceed beyond 25 in number.
- b. **Interview** (*patient counseling skills, soft skills, computer skills, knowledge of autoimmune diseases*): Final selection will be based on interview of the candidate

TERMS AND CONDITIONS:

1. This position is purely on contract basis for an externally sponsored project, and the person engaged will have no claim to any regular post in JIPMER at any time. Further, the position is only for the duration of the project and based purely on external funding support for the project.
2. The engagement may be extended or curtailed at discretion of the Project Investigator.
3. Qualification and experience should be in a relevant discipline/field and in a reputed institution/organization. The experience should have been gained *after acquiring the essential qualification*.
4. Qualification, experience, other terms, and conditions may be relaxed/ altered at the discretion of the Principal Investigator.
5. Valid email ID and mobile number are compulsory.
6. Consolidated salary of the post may vary from time to time. No other allowance/facilities other than consolidated salary shall be extended.
7. Submission of wrong or false information at any stage during the process of selection or canvassing of any kind will lead to disqualification or even termination if detected after the person has been engaged.
8. Only shortlisted candidates will be called for a written test and/or interview. Decision of the Project Investigator will be final. If the number of applications is very large, more stringent criteria than those specified above may be used to determine eligibility.
9. No TA/DA will be paid for attending the interview.
10. Incomplete applications and applications that are not in the prescribed format and those not fulfilling the essential criteria above are likely to be summarily rejected. Candidates may attach their CVs with the application form. *However, applications with CV alone and without the prescribed form and certificates will be rejected.*

Interviews for the post may be conducted in person or via videoconferencing, at the discretion of the Principal Investigator. In the latter case, it will be the individual candidate's responsibility to ensure access to a suitable device (computer/ laptop/ mobile) with audio and camera facilities, and an adequate internet connection. Date and time of interview will be notified in advance.



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RESEARCH MANPOWER RECRUITMENT FORMS

REC-02: Advertisement Format

Advt. No. 2024/APLC_SOS

Date: September 2, 2024

Advertisement for recruitment to LAB TECHNICIAN (on contract)

Applications are invited from eligible candidates to work on Lab Technician on a contract basis in a research project funded by **Asia Pacific Lupus Collaboration (APLC)** at the Jawaharlal Institute of Postgraduate Medical Education and Research (JIPMER), Puducherry as per the details below.

Name of the Post	Lab Technician (on contract basis)
Likely duration	1 year
Consolidated Remuneration	Rs. 28000/- consolidated pay
Project Title	The SLE Outcomes Study – SOS
Funding Agency	Asia Pacific Lupus Collaboration (APLC)
Project Investigator (PI)	Dr, Molly Mary Thabah
PI's Department	Department of Clinical Immunology

Nature of work/responsibilities and expectations:

Blood sample collection, samples processing, ELISA, PCR and other molecular tests, data entry, data analysis and presentation

Eligibility criteria (Qualification&Experience)

A. Essential:

- B.Sc Microbiology/Biochemistry/Biotechnology/MLT with 55% aggregate marks from a recognized govt. university/college.
- Hands on experience of Immunological (IIF, FACS, ELISA, IB, Nephelometry) and Molecular (DNA/RNA extraction, PCR, SDS – PAGE) techniques.

B. Desirable:

- Minimum 3 years of work experience in a govt. research laboratory

C. Maximum Age Limit: 30 years (as on last date of receipt of applications)

Eligible and interested candidates may email the filled application form (attached), along with CV and supporting documents (scanned in one pdf) to the Email ID:

aplcsos2024@gmail.com

Notes:

1. Applications not in the prescribed format will not be processed or accepted.
2. Please mention the name of the post applied for in the email subject line.
3. The PDF file should be named as: **"Candidate name_Post-name_year_application"**. e.g. **"James_DEO_2023_application"**.
4. The last date for sending complete applications by email up to **4PM on 9th September 2024**.



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- For those wishing to apply for two or more different posts, a separate application form must be filled in for each post and scanned and sent with the necessary enclosures in separate emails.

Applicants will be shortlisted based on the details furnished in the application, CV, and the documentary proof provided. The list of eligible candidates will also be displayed on the JIPMER website. The final selection will be based on CV, application, and written test/interview.

EVALUATION CRITERIA:

After the evaluation of the application form, the recruitment process will be as follows:

- Written test** (*syllabus covering basic lab techniques, molecular biology, basic biomedical statistics*) will be conducted only if the number of applicants exceed 25 in number.
- Interview** (*computer skills, knowledge of autoimmune diseases, lab techniques, data collection, analysis and presentation*)

TERMS AND CONDITIONS:

- This position is purely on contract basis for an externally sponsored project, and the person engaged will have no claim to any regular post in JIPMER at any time. Further, the position is only for the duration of the project and based purely on external funding support for the project.
- The engagement may be extended or curtailed at discretion of the Project Investigator.
- Qualification and experience should be in a relevant discipline/field and in a reputed institution/organization. The experience should have been gained *after acquiring the essential qualification.*
- Qualification, experience, other terms, and conditions may be relaxed/ altered at the discretion of the Principal Investigator.
- Valid email ID and mobile number are compulsory.
- Consolidated salary of the post may vary from time to time. No other allowance/facilities other than consolidated salary shall be extended.
- Submission of wrong or false information at any stage during the process of selection or canvassing of any kind will lead to disqualification or even termination if detected after the person has been engaged.
- Only shortlisted candidates will be called for a written test and/or interview. Decision of the Project Investigator will be final. If the number of applications is very large, more stringent criteria than those specified above may be used to determine eligibility.
- No TA/DA will be paid for attending the interview.
- Incomplete applications and applications that are not in the prescribed format and those not fulfilling the essential criteria above are likely to be summarily rejected. Candidates may attach their CVs with the application form. *However, applications with CV alone and without the prescribed form and certificates will be rejected.*

Interviews for the post may be conducted in person or via videoconferencing, at the discretion of the Principal Investigator. In the latter case, it will be the individual candidate's responsibility to ensure access to a suitable device (computer/ laptop/ mobile) with audio and camera facilities, and an adequate internet connection.

Date and time of interview will be notified 7 days in advance.



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RESEARCH MANPOWER RECRUITMENT FORMS

REC-03: Application Format

No..... 2024/APLC_SOS

APPLICATION FOR THE POST OF PROJECT NURSE

*For the Project: **The SLE Outcomes Study – SOS***

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

Applicant's name		Affix your recent passport size photo (Do not staple)	
Father's name			
Date of birth dd/mm/yyyy)			
Age on last dates for application	___ y, ___ mo, ___ d		
Sex (male/female/other)			
Married/unmarried			
Nationality			
Religion			
Whether SC/ST/OBC			(please attach proof)
Communication address (including PIN)			
Mobile number			
Email ID			

Have you ever been convicted by a court of law or is any criminal case / disciplinary action/vigilance enquiry pending against you? If yes, provide/attach details.		
Language proficiency	Converse	
	Read	
	Write	



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Educational Qualifications: *(Enclose self-attested photocopies)*

Qualifications (from SSLC/Matriculation onwards)		Board/University	Year of Passing	% Marks	Subjects
1	Tenth or equivalent				
2	Higher Secondary				
3					
4					
5					
6					
7					

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

	Employer	Designation	From (date)	To (date)	Duration (yrs, mos, days)	Nature of duties
1						
2						
3						
4						
5						
6						



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Any other relevant information: _____

Please provide contact information /email and telephone number of your previous employer whom we can contact regarding your previous/ current work. (Please inform and the persons you list below that they may be receiving calls from us regarding this position, and obtain their permission to mention their names)

I accept enquires 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

Check List: (Please tick against those enclosed)

All Certificates must be self-attested and attached in the following order:

Proof of Identity (Copy of Aadhaar card/ Voter ID / Passport /Driving License)	
Certificate in support of age (Tenth equivalent / High School Certificate)	
Degrees/Diplomas	
Experience certificates	
Any others (if relevant; specify)	



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DECLARATION BY THE APPLICANT

Application for the post of: PROJECT NURSE

I, _____, wish to apply for the above contract post in an extramural research project, and hereby declare that all the statements made in this application are true, complete, and correct to the best of my knowledge and belief. I understand that if any information is found false, incorrect or ineligible and detected before or after the selection process, my candidature or employment will be terminated. Further, I declare that I have gone through the terms and conditions of the appointment. I will abide by the same and I understand that through applying, qualifying or engagement on this position, I will have no claim against any regular position at JIPMER.

Place:

Date:

(Signature of the Applicant)

NAME (in block letters):



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No..... 2024/APLC_SOS

APPLICATION FOR THE POST OF LAB TECHNICIAN

*For the Project: **The SLE Outcomes Study – SOS***

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

Applicant's name		Affix your recent passport size photo (Do not staple)
Father's name		
Date of birth dd/mm/yyyy)		
Age on last dates for application	___ y, ___ mo, ___ d	
Sex (male/female/other)		
Married/unmarried		
Nationality		
Religion		
Whether SC/ST/OBC		
Communication address (including PIN)		
Mobile number		
Email ID		

Have you ever been convicted by a court of law or is any criminal case / disciplinary action/vigilance enquiry pending against you? If yes, provide/attach details.		
Language proficiency	Converse	
	Read	
	Write	



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Qualifications (from SSLC/Matriculation onwards)	Board/University	Year of Passing	% Marks	Subjects
1	Tenth or equivalent			
2	Higher Secondary			
3				
4				
5				
6				
7				

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

	Employer	Designation	From (date)	To (date)	Duration (yrs, mos, days)	Nature of duties
1						
2						
3						
4						
5						
6						

Please provide contact information /email and telephone number of your previous employer whom we can contact regarding your previous/ current work. *(Please inform and the persons you list below that they may be receiving calls from us regarding this position, and obtain their permission to mention their names)*

I accept enquires 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



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Check List: (Please tick against those enclosed)

All Certificates must be self-attested and attached in the following order:

Proof of Identity (Copy of Aadhaar card/ Voter ID / Passport /Driving License)	
Certificate in support of age (Tenth equivalent / High School Certificate)	
Degrees/Diplomas	
Experience certificates	
Any others (if relevant; specify)	



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I, _____, wish to apply for the above contract post in an extramural research project, and hereby declare that all the statements made in this application are true, complete, and correct to the best of my knowledge and belief. I understand that if any information is found false, incorrect or ineligible and detected before or after the selection process, my candidature or employment will be terminated. Further, I declare that I have gone through the terms and conditions of the appointment. I will abide by the same and I understand that through applying, qualifying or engagement on this position, I will have no claim against any regular position at JIPMER.

Place:

Date:

(Signature of the Applicant)

NAME (in block letters):