



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

Department of Surgery

No: JIPMER/Surgery/ICMRgenetic4

Dated: 18.06.2024

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: jipmergeneticclinic@gmail.com . **Last date for receiving the filled application is 02.07.24- 4.30 PM.**

Name of post (number)	Project Technical support III – 1 Project Technical support II- 1
Likely duration	One year, extendable to three years
Consolidated remuneration	As detailed below
Project title	” Clinical utility of Multigene Panel based universal genetic testing in breast cancer patients and its impact on Cascade testing”
Funding Agency	ICMR
Project investigator (PI)	Dr Gomathi Shankar V
PI’s department	Surgery

Name of the Post	1. Genetic counsellor – (Project Technical support III) Number of Vacancies: 01
Essential Qualifications	<ul style="list-style-type: none">• Post-Graduation in Human Genetics/Genomics /Medical genetics /Genetic engineering OR• For engineering graduates - Genetic engineering plus three years’ Experience or Master’s degree in Genetic Engineering + one year of experience• Fluency (Speaking, reading and writing) in Tamil as this project involves interaction with the patients, consenting• Experience in genetic counselling
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">• Experience: experience in Cancer Genetic counselling• BGCI certification• Experience in Clinical research, Data collection or monitoring or clinical studies• MS Office, Excel, MS Word, PPT, Email video conferencing, and cloud

	storage skills.
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)

Name of the Post	2. Project Technical support II Number of Vacancies: 01
Essential Qualifications	<ul style="list-style-type: none"> • Under Graduation in Human Genetics/Genomics /Medical genetics /Nursing with one year experience in Genetics (Lab or clinical) • Post-Graduation in Human Genetics/Genomics /Medical genetics • Fluency (Speaking, reading and writing) in Tamil as this project involves interaction with the patients, consenting
Emoluments	Rs. 20,000/- per month plus 18% HRA = Rs. 23,600 /- per month
Desirable Qualifications and Experience	<ul style="list-style-type: none"> • Experience in Phlebotomy • BCGI certification • Experience in cancer genetic counselling • Experience in Clinical research, Data collection or monitoring or clinical studies • MS Office, Excel, MS Word, PPT, Email video conferencing, and cloud storage skills.
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)

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** : jipmergeneticclinic@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 upto **02.07.24- 4.30 PM.***
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** (*Genetic counselling/Cancer genetics/Good clinical practice /Data entry/Basics of breast cancer/oncology*)
- b. **Interview** (*Genetic counselling/Cancer genetics/Good clinical practice /Data entry/Basics of breast cancer/oncology*)

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 written test and interview will be 06.07.24 9 am

REC-03: Application Format

NO- JIPMER/Surgery/ICMRgenetic4 (Recruitment ID as in advertisement) (to be filled by the PI)

APPLICATION FOR THE POST OF (NAME OF THE POST)

For the Project: (NAME OF THE PROJECT)

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	

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						

A.-Please describe your experience in up to 500 words

B. Fields of Research Experience / Paper submission in national level conference or publications (if any)

C. 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)	

DECLARATION BY THE APPLICANT

Application for the post of: (NAME OF THE POST)

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):