



ब्रिक-ट्रान्सलेशनल स्वास्थ्य विज्ञान  
और प्रौद्योगिकी संस्थान



## BRIC-Translational Health Science and Technology Institute

(An Institute of the Biotechnology Research and Innovation Council, Govt. of India)  
NCR Biotech Science Cluster, 3<sup>rd</sup> Milestone, Faridabad – Gurugram Expressway,  
P.O. Box No. 04, Faridabad – 121001

**RECRUITMENT NOTICE NO.: THS/RN/24/2024**

**Dated 21<sup>st</sup> June 2024**

### **RECRUITMENT NOTIFICATION**

- BRIC-Translational Health Science and Technology Institute (THSTI) is an Institute of the Biotechnology Research and Innovation Council, Department of Biotechnology, Ministry of Science & Technology, Govt. of India. The institute is an integral part of the interdisciplinary NCR Biotech Science Cluster located at Faridabad, and is designed as a dynamic, interactive organization with the mission to conduct innovative translational research and to develop research collaborations across disciplines and professions to translate concepts into products to improve human health.
- BRIC-THSTI has built several inter-institutional collaborations and connectivity with industry supported by well-trained teams of research and laboratory staff. THSTI has established various centres namely (a) Centre for Maternal and Child Health, (b) Centre for Viral Therapeutics and Vaccines (c) Centre for Tuberculosis Research (d) Centre for Microbial Research, (e) Centre for Immunobiology and Immunotherapy (f) Centre for Drug Discovery (g) Clinical Development Services Agency (h) Computational and Mathematical Biology Centre (i) Centre for Bio-design and Diagnostics. These centres are strengthened by many core facilities viz. Bioassay Laboratory, Biorepository, Biosafety Level -3 Lab, Data Management Centre, Immunology Core laboratory, Multi-OMICS facility, Experimental Animal Facility, Vaccine design and Development facility, School of Innovation in Biodesign etc that serve as huge resources for the research programmes of THSTI and also the National Capital Region Biotech Science Cluster and other academic and industrial partners.
- This recruitment is to fill up the vacancies of BRIC-THSTI under the following projects.

### **Educational Qualification and Experience required for the post:**

| S. No.   | Name of the Post/ No. of Post/ Max Monthly consolidated emoluments/ Age Limit | Minimum Qualifications & Experience   | Desirable Qualification & Experience/Job Responsibilities   |
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| <b>Project: Effects of extreme heat on maternal, placental and fetal physiology, lactation and newborn health in India</b> |   |   |   |
| <b>PI : Dr. Shinjini Bhatnagar/Dr. Nitya Wadhwa</b>  |   |   |   |
| <b>1.</b>  | <b>Project Manager</b><br><br>One post<br><br>Rs. 1,25,000/-                  | MD or MDS or equivalent degree in health sciences with at least two years of post-qualification experience in relevant clinical research. | The Project Manager will be responsible for:-<br>• Managing a multi-institutional, multi-national research program.<br>• It will involve coordination |

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|                  | <p>45 years</p> <p><b>Date for walk-in interview- 5<sup>th</sup> July 2024</b></p>   | <p><b>OR</b><br/>MBBS or BDS or equivalent degree in health sciences with atleast five years of post-qualification experience in relevant clinical research.</p> <p><b>Desirable:</b><br/>Prior experience in working within a renowned research/academic setting, scientific writing, handling social media and other communication tools, basic business computer and social communication skills (MS Word, Excel, e-mail, Twitter, FB, LinkedIn)<br/>Experience in working with the GoI or renowned organization grants and project management and familiarity with the regulatory frameworks of biomedical research.</p> <p>Note: additional qualification in relevant field will be considered as equivalent years of experience</p> | <p>between academic partners</p> <ul style="list-style-type: none"> <li>• This position will supervise the conduct of the cohort study at the GCH site and will be responsible for the study implementation at the site</li> <li>• This position will also be responsible for supportive supervision of the other clinical sites</li> <li>• Developing a risk management and mitigation plan, tracking progress of each institution and monitoring deliverables as listed in the project and ensuring adherence to regulatory requirements.</li> <li>• Liasioning with the funding agency</li> <li>• Drafting, collating and submitting progress/ financial reports in a timely manner</li> <li>• Drafting white paper, press release, and other documents for the program</li> <li>• Organizing meetings/ workshops</li> <li>• Participation in meetings and document preparation for meetings as required</li> <li>•</li> </ul> |
| <p><b>2.</b></p> | <p><b>Assistant Data Manager (Data Management)</b></p> <p>One post</p> <p>Rs. 50,000/-</p> <p>45 years</p> <p><b>Date for walk-in interview- 16<sup>th</sup> July 2024</b></p> | <p>Post graduate degree in Computer Application/ Computer Science/ Data Science from a recognized University with at least two years of post-qualification work experience in clinical data management.</p> <p><b>OR</b><br/>Graduate degree in Computer Science/ Computer Application from a recognized University with at least four years of post-qualification work experience.</p> <p><b>OR</b><br/>Graduate degree in any discipline with computer diploma from a recognized Institute/University with at least five years of post-qualification work experience</p>  | <p>The selected candidate will be responsible for taking lead in data management for the Heat in Pregnancy project, timely delivery of key tasks, while maintaining high quality standards. He/ She will work closely with the central database development and management team of THSTI and will be responsible for:</p> <ul style="list-style-type: none"> <li>• Site clinical data management in coordination with the central database development and management team at THSTI for 3 clinical sites</li> <li>• Ensure compliance to data management standards and procedures; including data protection, data security and data backup plan</li> <li>• Deploying and maintenance of study database.</li> </ul>   |

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|           |   |   | <ul style="list-style-type: none"> <li>• Develop tools to track screened and enrolled participants</li> <li>• Overall data management, query management, data cleaning.</li> <li>• Timely report generation, to track study progress, identify triggers of non-compliance <ul style="list-style-type: none"> <li>• Escalating triggers on variables that are critical to quality.</li> </ul> </li> <li>• Develop automations to minimize manual errors and decrease turnaround time</li> <li>• The ADM will be expected to develop a DMP and working plan, contribute to development of edit checks</li> </ul>   |
| <b>3.</b> | <p><b>Field Supervisor</b></p> <p>Two posts</p> <p>Rs. 40,000/-</p> <p>45 years</p> <p><b>Date for walk-in interview- 16<sup>th</sup> July 2024</b></p> | <p>BDS/ Physiotherapy/ BAMS/ BHMS/ allied health science field/ Post graduation in life science</p> <p>OR</p> <p>Master's degree/ diploma in life sciences, pharmacy, public health, healthcare or other related discipline with one year of post qualification relevant clinical research experience.</p> <p>OR</p> <p>Bachelors in Life Sciences or engineering with minimum two years of post-qualification relevant clinical research experience</p> <p>OR</p> <p>Diploma in Engineering &amp; Technology with three years of post qualification relevant clinical research experience</p> <p><b>Desirable :</b></p> <ul style="list-style-type: none"> <li>•Experience in supervising a large team</li> <li>•Experience in calibrating environmental exposure devices</li> <li>•Experience in clinical research</li> <li>•Well versed with Good Clinical Practice [GCP]</li> </ul> | <p>The Field supervisors will be responsible for: -</p> <ul style="list-style-type: none"> <li>• Overall coordination of study at site,</li> <li>• Liaising with the project manager at the clinical site for ensuring smooth conduct of study at site</li> <li>• Act as the point of contact for the site related aspects for external and internal agencies</li> <li>• Supervising the study implementation at site and coordination of research team.</li> <li>• Act as regulatory lead to projects by coordinating regulatory work Institutional Ethics Committee submission and approvals, providing regulatory support to the team.</li> <li>• Ensures supplies, ensures smooth flow of CRFs.</li> <li>• Ensures data entry of research work</li> <li>• Monitoring the sample collection process by research nurses</li> <li>• Independently verify the findings of the research nurses and also the data entered in the CRF.</li> <li>• To coordinate with project Manager and clinical team</li> <li>• Review and approve investigator site regulatory package documents (Statement of Investigator, investigator CVs, IRB/IEC approval documentation, consent forms, etc.</li> <li>• Coordinating environmental exposures field visits including</li> </ul> |

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|           |  |  | instrument placement and calibration<br><ul style="list-style-type: none"> <li>Any other work assigned by project manager/ PIs.</li> </ul>  |
| <b>4.</b> | <p><b>Field Worker (Clinical)</b></p> <p>Two posts</p> <p>Rs. 26,000/-</p> <p>40 years</p> <p><b>Date for walk-in interview- 18<sup>th</sup> July 2024</b></p> | <p>Graduate degree in any discipline from a recognized university.</p> <p><b>Desirable:</b></p> <ul style="list-style-type: none"> <li>Experience in clinical research</li> <li>Well versed with Good Clinical Practice[GCP]</li> <li>Valid driver's license Own conveyance/ 2-wheeler.</li> <li>Developing the format</li> </ul>  | <ul style="list-style-type: none"> <li>Conduct Home Visits of enrolled study participants and for follow up visits.</li> <li>For filing of Case report forms (CRF)</li> <li>Collect clinical data and biological sample collection, handling, processing.</li> <li>Schedule and Supervise sample collection and transportation</li> <li>Daily reporting of the field activity</li> <li>The candidate should be well versed with the latest technology, electronic Case Record Form, Online data acquisition methods, tools etc.</li> <li>The candidate should have good communication skills both Hindi and English.</li> </ul>   |
| <b>5.</b> | <p><b>Data Entry Operator</b></p> <p>One post</p> <p>Rs. 33,000/-</p> <p>45 years</p> <p><b>Date for walk-in interview- 5<sup>th</sup> July 2024</b></p>       | <p>Post graduate degree in Computer Application/ Computer Science/ Data Science from a recognized University with at least two years of post-qualification work experience in clinical data management.</p> <p>OR</p> <p>Graduate degree in Computer Science/ Computer Application from a recognized University with at least four years of post-qualification work experience.</p> <p><b>OR</b></p> <p>Graduate degree in any discipline with computer diploma from a recognized Institute/University with at least five years of post-qualification work experience.</p> <p><b>Desirable:</b></p> <ul style="list-style-type: none"> <li>Candidate having experience in handling and analysis large data on excel workbooks will be preferred</li> <li>Candidate having experience in the field of Clinical Data Management</li> </ul> | <p>The selected candidate will be responsible for supporting the assistant data manager for the Heat in Pregnancy project, timely delivery of key tasks, while maintaining high quality standards. He/ She will work closely with the asst data manager and central database development and management team of THSTI and will be responsible for:</p> <ul style="list-style-type: none"> <li>Receiving CRFs from Clinical team</li> <li>Accurate transcription of data from Case Record Form to the electronic platform in a timely manner</li> <li>Maintained accountability of the received CRF pages</li> <li>Perform Accurate entry into database</li> <li>Perform Query management as per protocol requirement for electronic data capture system</li> <li>Provide support to the research team by compilation and preparation of briefing and presentation material and documentation for meetings.</li> </ul> |

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| <p><b>6.</b></p> | <p><b>Senior Project Associate</b></p> <p>One post</p> <p>Rs. 57,288/-</p> <p>40 years</p> <p><b>Date for walk-in interview- 5<sup>th</sup> July 2024</b></p> | <p>Master's Degree in Life Science or agricultural science from a recognized University with four years' of post qualification experience in R&amp;D.</p> <p><b>OR</b></p> <p>Bachelor's degree in Engineering or Technology or Medicine from a recognized University or equivalent.</p> <p><b>OR</b></p> <p>Doctoral Degree in Science / Engineering / Technology / Pharma / MD / MS from a recognized University or equivalent.</p> | <p>Isolation of exosomes, their downstream characterization for size and at the protein level.</p> <p>Candidate should be proficient in operating nanoparticle analyzer specializing for exosomes.</p> <p>Maintain all records in the database for the study samples collected, stored and processed for experimental work.</p> <p>Organize and manage all aspects of work related for the smooth execution of biochemical analysis on the clinical samples.</p> <p>Execute additional responsibilities as directed by Principal Investigator (PI), demonstrating flexibility and adaptability in meeting project needs.</p> <p>Assist in project associated administrative responsibilities</p> |
| <p><b>7.</b></p> | <p><b>Multi-Tasking Staff</b></p> <p>Two posts</p> <p>Rs. 24,000/-</p> <p>30 years</p> <p><b>Date for walk-in interview- 18<sup>th</sup> July</b></p>         | <p>Standard 10th with valid driving license.</p> <p><b>Desirable:</b></p> <p>Experience in clinical research in domain</p> <p>Two-wheeler with valid registration certificate</p>   | <ul style="list-style-type: none"> <li>• Assisting the study team in activity related to enrolled participant and other study related tasks.</li> <li>• Should be comfortable in visiting study participants' homes for study related activity.</li> <li>• To assist doctors, nurses on duty for routine patient care and study related activities.</li> <li>• The candidate should have good communication skills both Hindi and English</li> <li>• Completing any other task assigned by Principal investigators (PI)/ co-PI</li> </ul>  |

**Interested candidates fulfilling the criteria as mentioned above may walk-in for written test/skill test/interview at 9:00 am on the date mentioned against each positions at THSTI, NCR Biotech Science Cluster, 3<sup>rd</sup>Milestone, Faridabad-Gurugram Expressway, Faridabad – 121001.**

**NOTE: The candidates must bring their latest resume, one set of photocopy of documents in support of their educational qualification and experience along with originals and a valid ID card for verification. Candidates coming after the time slot mentioned will not be entertained.**

**GENERAL TERMS & CONDITIONS:**

- a) These are short-term positions and extension will be granted subject to satisfactory performance of the incumbents and tenure of the project for which they are selected. Those appointed to these positions will not have any claim for regularization of their employment.
- b) All educational, professional and technical qualification should be from a recognized Board/University.
- c) The experience requirement specified above shall be the experience acquired after obtaining the minimum educational qualifications specified for the post.
- d) The age limit, qualification, experience and other requirements may be relaxed at the discretion of the competent authority, in case of candidates who are otherwise suitable. In case candidates are not found suitable for the posts notified, they can be offered lower post / lower emoluments on the recommendation of the Selection Committee.
- e) Age and other relaxations for direct recruits and departmental candidates: 1. By five years for candidates belonging to SC/ST communities. 2. By three years for candidates belonging to OBC communities. 3. For Persons with Benchmark Disabilities (PwBD) falling under the following categories : (i) UR - ten years, ii) OBC - 13 years (iii) SC/ST - 15 4. Age is relaxable for Central Government servants up to five years in accordance with the instructions or orders issued by the Central Government, from time-to-time. 5. Institute employees will get the age relaxation to the extent of the service rendered by them as on closing date of advertisement. 6. For Ex-servicemen upto the extent of service rendered in defence forces (Army, Navy & Air force) plus 3 years provided they have put in a minimum of 6 months attested service.
- f) Number of positions may vary depending upon the requirement at the time of interview.
- g) All results/ notifications will be published on our website. Therefore, the candidates should visit THSTI website regularly.
- h) All communications will only be made through email.
- i) Canvassing wrong information in any form will be a disqualification.

**“Government strives to have a work force which reflects gender balance and women candidates are encouraged to apply”**

**(M.V.Santo)**  
**Head-Administration**

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