



ब्रिक-ट्रांसलेशनल 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, 3rd Milestone, Faridabad – Gurugram Expressway,

P.O. Box No. 04, Faridabad – 121001

RECRUITMENT NOTICE NO. : THS/RN/26/2024

Dated 21st June 2024

RECRUITMENT NOTIFICATION

1. 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.
2. 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.
3. This recruitment is to fill up the vacancies of BRIC-THSTI under the following project:

Educational Qualification and Experience required for the post:

S. No.	Name of the Post/ No. of posts/ Monthly consolidated emoluments/ Age Limit	Qualifications & Desirable Experience	Domain / Job description and skills required
Project: Integrating immediate Kangaroo Mother Care into district hospitals with a level 2 neonatal intensive care unit.			
PI	: Dr. Nitya Wadhwa		

<p>1.</p>	<p>Data Manager</p> <p>One post</p> <p>Rs. 85,000</p> <p>45 years</p>	<p>Essential Qualifications and Experience:</p> <p>Post graduate degree in Computer Application/ Computer Science/ Data Science/ healthcare field/ IT from a recognized University with at least two years of post-qualification work experience in clinical data management as Clinical Data Manager/ Assistant Data Manager/ Data Validation Associate/ Data Quality Manager.</p> <p>OR</p> <p>Graduate degree in Computer Science/ Computer Application from a recognized University with at least five years of post-qualification work experience in clinical data management.</p> <p>OR</p> <p>Graduate degree in any discipline with computer diploma from a recognized Institute/University with at least seven years of post-qualification work experience in clinical data management.</p> <p>Essential:</p> <ul style="list-style-type: none"> • Experience in Clinical Data Management, Database Administration • Demonstrated experience in preparation of Clinical Study Data Management documents • Demonstrated experience in database validation and documentation • Working experience in query management, data cleaning and reporting <p>Desirable:</p>	<p>The selected candidate will be responsible for taking lead of all the data management activities for the mentioned study, timely delivery of key tasks, while maintaining high quality standards. Mentoring and development of the data management team is a key outcome area for this role. The Data Manager will serve as a point of contact for the sponsor.</p> <p>He/ She will work closely with the site data management team and WHO (World Health Organization), and will be responsible for:</p> <ul style="list-style-type: none"> • Central data management in coordination with the site data management team & WHO • Managing all stages data quality management activities from study start up to database close. • Developing and implementing data management standards and procedures; including data protection, data security and data backup plan • Create, review and finalize the data management plan and working practice documents • Develop the edit checks document. • Lead in preparation of datasets for analysis including data cleaning and ensuring compliance with the data protection. • Working knowledge of Query management, data cleaning, data freezing and data archival. • Timely report generation, to track study progress, identify triggers of non-compliance • Escalating triggers on variables that are critical to quality.
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		<ul style="list-style-type: none"> • Working knowledge of clinical database development, knowledge of R/ Python/ STATA. • Sound IT skills, Knowledge of server & hardware maintenance 	<ul style="list-style-type: none"> • Develop automations to minimize manual errors and decrease turnaround time • The Data Manager is expected to have good clinical study protocol understanding and should be able to prepare the DMP (Data Management Plan), DVP (Data Validation Plan/ Edit Checks Document), Annotated CRF, Data Entry Guideline etc., Standard Operating Procedures (SOPs) and working instruction manuals, should take lead for the database validation activities or any new task assigned by the PI.
2.	<p>Computer Programmer</p> <p>One post</p> <p>Rs. 65,000</p> <p>35 years</p>	<p>Master's degree in Computer Application/Information Technology/ Computer Science from a recognized institution/University Institute with two years post qualification experience in relevant areas of programming or information system in Government, autonomous, PSU, etc., recognized organisations.</p> <p>OR</p> <p>B.E./B.Tech in Computer Engineering/Computer Science/ Computer Technology/Information Technology from a recognized institution/university with three years post qualification experience in relevant areas of programming or information system in Government, autonomous, PSU, etc., recognized organisations.</p>	<p>To perform basic programming for developing quality checks in the clinical data management system</p> <p>Write a program for automation of query management</p> <p>Write a program to fetch reports for the various multidisciplinary teams like the clinical research team, biorepository team, etc. and coordinate and work with clinical research team.</p> <p>Assist senior programmer to develop and maintain the applications required for the study.</p> <p>Prepare a user manual for the applications.</p>
<p>➤ Last date for receipt of online application : 12th July 2024.</p> <p>➤ The applications will be scrutinised/shortlisted and processed for further selection.</p>			

GENERAL TERMS & CONDITIONS:

- a) These are the 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) Closing date of online application will be the **CRUCIAL DATE** for determining eligibility with regard to age, essential qualification etc.
- e) 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.
- f) 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.
- g) All results/notifications will only be published on our website. Therefore, the candidates should essentially visit THSTI website, regularly.
- h) All communications will only be made through email.
- i) In case a large number of applications are received, screening will be done to limit the number of candidates to those possessing higher/relevant qualification and experience.
- j) The no. of vacancy indicated above may change subjected to the actual requirement at the time of Written test/skill test/interview.
- k) With regard to any provisions not covered in this notification, the bye laws of THSTI / Govt. of India rules / guidelines shall prevail.
- l) Canvassing wrong information in any form will be a disqualification

HOW TO APPLY:

1. **Documents to be kept handy before filling up the online application:** (all the documents except (i) should be in pdf format):
 - i) A soft copy of your passport size photo and signature. (jpeg/jpg/png format)
 - ii) A comprehensive CV containing details of qualification, positions held, professional experience / distinctions etc.
 - iii) Matriculation certificate (equivalent to 10th Standard) / Mark sheet
 - iv) Intermediate certificate (equivalent to 12th Standard) / Mark sheet
 - v) Graduation/Diploma degree certificate / Mark sheet
 - vi) Post-Graduation degree certificate & Mark sheet (if applicable)
 - vii) PhD degree/certificate (if applicable)

- viii) Relevant experience certificates (if applicable)
- ix) Caste / Disability certificate in the format prescribed by the Govt. of India, if applicable

2. Procedure for filling up online application:

- i) The eligible and interested candidates may apply online at the Institute’s website. Applications through any other mode will not be accepted.
- ii) The following will be the step wise procedure-
 - A) Step 1 : Details of applicant
 - B) Step 2 : Uploading of documents
 - C) Step 3 : Payment of application fee
 - The payment can be made by using Debit Card / Credit Card / Internet Banking / UPI.
 - Once payment is made, no correction / modification is possible
 - Candidates are requested to keep a copy of the provisional receipt for future reference.
 - Fee once paid shall not be refunded under any circumstances.
 - Details of fees to be paid are as shown below:

S. No	Applying on direct recruitment	Application fee amount
1.	Unreserved, OBC & EWS candidates	Rs 236/-
2.	SC/ST/Women/PwBD	Rs 118/-

D) Step 4 : Submission of application form

- iii) On successful submission of application, an auto-generated email containing the reference number will be sent to the email address provided. Please keep a note of the reference number for future correspondence.
- iv) Candidates are required to keep a printout of the online application form by using the print button on the dashboard for future reference.
- v) Candidates must ensure that he / she fulfils all the eligibility criteria as stipulated in the advertisement. If it is found that he / she does not fulfil the stipulated criteria during the recruitment process, the candidature of the candidate will be cancelled. If the same is noticed after the appointment, the candidate will be terminated following due process.
- vi) Incomplete applications shall be summarily rejected and no correspondence in this regard shall be entertained.
- vii) In case of difficulty in filling up the online form, please send e-mail to **personnel@thsti.res.in** along with the screenshot of the error displayed (if any).

“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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