JAWAHARLAL INSTITUTE OF POSTGRADUATE MEDICAL EDUCATION AND RESEARCH (JIPMER)

Dhanwantri Nagar, Puducherry-6

RESEARCH MANPOWER RECRUITMENT FORMS

REC-02: Advertisement

Advt. No: JIP/PSM/INDO-USTB/NP/2026/ 133 Date: 20-11-2026

misc/bcg
21/11/26

Advertisement for Recruitment to Project Posts (on Contract)

Applications are invited from eligible candidates to work on the following post(s) on a contract basis in a research project funded by an external agency at the Jawaharlal Institute of Postgraduate Medical Education and Research (JIPMER), Puducherry, as per the details below.

Name of post (#1)	Technical Assistant (01)
Likely duration	Upto 30/09/2027
Consolidated remuneration	Rs. 22,500 (no other allowances are payable)
Project title	JIPMER Data Coordination Center RePORT India Phase 2B
Funding Agency	CRDF Global, USA
Project investigator (PI)	Dr Sonali Sarkar
PI's department	Preventive and Social Medicine

Nature of work/responsibilities and expectations

- Assisting in various administrative tasks.
- Provide administrative support for the day-to-day functioning of the project.
- perform data entry, document management, and maintain electronic project records.
- Prepare reports, presentations, and correspondence using Microsoft Office Suite and Google Workspace applications.
- Ensure secure handling of research data and maintain data confidentiality.
- Follow data protection policies, including GDPR or applicable national/institutional data protection regulations.
- Coordinate with project staff for documentation, meetings, and project-related activities.
- Maintain project files, databases, and administrative records.
- Perform any other duties assigned by the principal Investigator

Eligibility criteria (Qualifications and experience)

Essential:

- Bachelor's degree in any discipline

Desirable:

- Experience in administrative support, data entry, or project coordination.
- Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint) and Google Workspace.

Maximum Age Limit: 35 years (as on last date of receipt of applications)

Name of post (#2)	QC Manager (01)
Likely duration	Upto 31/03/2027
Consolidated remuneration	Rs 36,580 (no other allowances are payable)
Project title	JIPMER COORDINATION HUB: RePORT India Phase II Year IV
Funding Agency	CRDF Global, USA
Project investigator (PI)	Dr Sonali Sarkar
PI's department	Preventive and Social Medicine

Nature of work/responsibilities and expectations

- Proficiency in MS Office
- Use of R, SPSS, Access and understanding of database management as it relates to clinical research.
- In depth understanding of quality control procedures and relevant legal standards
- Good communication skills - work with internal and external partners in data collection, quality assurance and control.
- Knowledge on quality control procedures and relevant legal standards
- Excellent math abilities and working knowledge of data analysis/statistical methods.
- Working **with REDCap,**
- Perform any other duties assigned by the principal Investigator

Eligibility criteria (Qualifications and experience)

Essential:

- BE/BTech in Computer Science or B.Sc. in Statistics or Biostatistics (three-year Graduate degree) from a recognized university with three years of work experience in the relevant field.

Desirable:

- Postgraduate degree in the relevant subject/field or Public Health from a recognized university.
- Experience with working in Health-related Research
- Experience working with **REDCap**, preferred.

Maximum Age Limit: 35 years (as on last date of receipt of applications)

Name of post(#3)	Project Technical Support - III (MSW) (01)
Likely duration	Upto 30/06/2027
Consolidated remuneration	Rs 32,480 per month (no other allowances are payable)
Project title	Whole Genome Sequencing of MTB Clinical Strains for Determining Drug Resistance And Strain Lineage In India: A Structured Nationwide Approach.
Funding Agency	DBT
Project investigator (PI)	Dr Sonali Sarkar
PI's department	Preventive and Social Medicine

Nature of work/responsibilities and expectations

- Consenting and enrolment of participants.
- Co-ordinating with junior nurse for sample collection.
- Filling CRF.
- Query management.
- Chest X-ray: coordination with readers.
- Perform any other duties assigned by the principal Investigator

Eligibility criteria (Qualifications and experience)

Essential:

- Postgraduate degree in Social Work or Sociology or any other relevant discipline from a recognized university.

Desirable:

- Graduate degree in Social Work, Sociology, or a relevant discipline with 3 years of relevant work experience
- Expertise in working with NTEP programmes
- Proficiency in speaking, writing and reading Tamil and English
- Demonstrated experience in conducting tuberculosis- related research.

Maximum Age Limit: 35 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: recruitment.indoustb@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 **30/11/2026, 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**
b. **Skill Test**
c. **Interview**

NB: If the number of shortlisted candidates is less, a direct interview will be conducted instead.

Date of Interview: 03/12/2026

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. Age relaxation may be granted to deserving candidates having experience of working in Government-funded research projects.
6. Valid email ID and mobile number are compulsory.
7. Consolidated salary of the post may vary from time to time. No other allowance/facilities other than consolidated salary shall be extended.
8. 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.
9. Only shortlisted candidates will be called for a written test and/or interview. The 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.

Dr. Sonali Sarkar
Professor & Principal Investigator
Department of Preventive & Social Medicine
JIPMER, Puducherry- 6