



# JAWAHARLAL INSTITUTE OF POSTGRADUATE MEDICAL EDUCATION AND RESEARCH (JIPMER)

Dhanwantri Nagar, Puducherry-6

## RESEARCH MANPOWER RECRUITMENT FORMS

### REC-02: Advertisement Format

Advt. No. 01/ICMRDHR/Probe sheath

Date: 24-05-25

#### 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 (number)	Project technical support III. (Number-One)
Likely duration	2-3 years
Consolidated remuneration	Rs. 28,000/- per month plus 18% HRA (Rs. 5,040/-) = Rs. 33,040/- per month
Project title	<b>Opto-electrical transvaginal imaging probe for preinvasive cervical cancer diagnosis</b>
Funding Agency	ICMR -IIP
Project investigator (PI)	Dr Arpitha A
PI's department	Obstetrics and Gynecology

#### Nature of work/responsibilities and expectations

- Able to take recruit, take consent and assist colposcopy
- Experience: Working with cancer patients
- Experience in Clinical research, Data collection or monitoring or clinical studies
- Able to handle colposcopes and do collaborate between the institutes
- Able to know software such as Tally, Microsoft Word, Microsoft Excel.

#### Eligibility criteria (Qualifications and experience)

##### A. Essential:

Degree in Life Sciences/ related to life science with 3 -year experience in the Medical (Working with patients) Or Medical Research field OR  
Post graduation in Biological Sciences with 1 year experience as above  
Fluency (Speaking, reading and writing) in Tamil as this project involves interaction with the patients, consenting

##### Desirable:

- Experience screening and assisting colposcopy. Able to handle administrative responsibilities

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



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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: [projectrecruitment@jipmer.ac.in](mailto:projectrecruitment@jipmer.ac.in)**

#### Enclosures: (to be attached along with the application form)

1. CV (filled application form/Annexure 1)
2. Birth certificate /Proof of DOB
3. Valid Photo ID and address proof
4. Certificates of academic qualifications
5. Experience Certificate (Work and research)
6. Scientific publications
7. Personal statement
8. Reference letter

Please apply with CV in the attached proforma along with certificates/enclosures as a single PDF file (in the order given under enclosures) to the above email ID. **No Hard copies will be entertained.**

#### 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 11 pm on 30<sup>rd</sup> May 2026. Written test followed by interview will be held on 11-6-2026 at JIPMER.**

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 emailed. Candidates who receive the confirmation email (to participate in the written test and interview) may appear for the same. A valid email address is essential for all communications. A written test may be conducted in addition to the interview as per the selection committee's decision if the number of candidates is higher. The selection will be conducted by a panel of experts. 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** (areas/ Syllabus will be related to the disciplines and criteria described in the eligibility and on the roles and the responsibilities)
- b. **Skill Test** (will be conducted if applicable in the same topics)
- c. **Interview** (Areas/ Syllabus will be same as for the written test)

**The final selection will be based on the CV, Application, performance in the written test and interview.**

#### TERMS AND CONDITIONS:

1. This position is purely on contract basis(to be renewed every 6months) for an externally sponsored project, and the person engaged will have no claim to any regular post in JIPMER



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*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.*
11. The Income Tax or any other tax liable to be deducted, as per the prevailing rules, will be deducted at source before effecting the payment, for which the Department will issue TDS Certificate/s.

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 **11<sup>th</sup> of June 2026 at 8am, at Skill lab, first floor, WCH building, JIPMER, Puducherry.**

For further queries, if any, contact PI Dr. Arpitha Anantharaju, on the following email: [projectrecruitment@gmail.com](mailto:projectrecruitment@gmail.com) with the subject of the mail mentioned as **"Enquiries about ICMR-IIP project recruitment."**

Dr. Arpitha Anantharaju,

Additional Professor,

Department of Obstetrics and Gynaecology,

JIPMER, Puducherry – 605006



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**RESEARCH MANPOWER RECRUITMENT FORMS**

**REC-03: Application Format**

Advt. No. 01/ICMR IIP/Opto electrical probe

**APPLICATION FOR THE POST OF (NAME OF THE POST)**

**For the Project: Opto-electrical transvaginal imaging probe for preinvasive cervical cancer diagnosis**

*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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**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. The project work involves travel to the field/other centers for the study. Will you be willing for the same (Yes/No): \_\_\_\_\_
- D. Any other relevant information: \_\_\_\_\_



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**RESEARCH MANPOWER RECRUITMENT FORMS**

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):