

National AIDS Research Institute
Indian Council of Medical Research, Department of Health Research (DHR)
Ministry of Health and Family Welfare
“Impact Evaluation of ART under NACP” project
 Plot No.73, G - Block, MIDC, Bhosari, Pune - 411 026
 Phone No. 27331200, 27331213 Fax.No.020-27121071
 Email: ao.project@nariindia.org

Ref No. NARI/Advt//2017-2018/

Date: 31 /01/2018

Applications are invited for the following posts under “Impact Evaluation of ART under NACP” project. This is purely temporary and for up to 15 may 2018.

Previous applicants may reapply.

Sr. no	Name of the post	No.of Post	Age	Essential Qualification	Desirable Qualification	Consolidated Salary	Job Responsibility
1	Consultant (Program Manager)	1	Up to 70 years	Post Graduate Degree (MD/MS/DNB) after MBBS with one year experience or Postgraduate diploma in medical subjects after MBBS with two years experience or MBBS degree with 4 years experience in medical subjects after MBBS Degree. OR Ph.D in Biostatistics with 4 yrs experience in HIV/AIDS research	Experience in programme or process evaluation studies. Experience with managing large projects	Rs. 74,176/-	<ul style="list-style-type: none"> • Help lead the Research Management Core • Assist Team Leads in Management of whole program • Liason with Other regional Institutes. • Overall study conduct • Maintaining timelines • Organizing Meetings • Cross sectional studies • Extensive field work • Project management • Experience of managing the studies independently with the administrative skills.
2.	Consultant (Study Coordinator / Field Coordinator)	1	70 years	Post Graduate Degree (MD/MS/DNB) after MBBS with one year experience or Postgraduate diploma in medical subjects after MBBS with two years experience or MBBS degree with 4 years experience in medical subjects after MBBS Degree.	Experience in programme or process evaluation studies or experience in supervisory field activities in health research projects	Rs. 74,176/-	<ul style="list-style-type: none"> • Supervision of data extraction data review for STI/OIs • TB Mortality Morbidity field activities • Liaise with study staff for all the states where data is to be collected • Field work • Desk Reviews • Skills of communication with the study team and PI

3.	Consultant (Regional Coordinator)	1	70 years	Post Graduate Degree (MD/MS/DNB) after MBBS with one year experience or Postgraduate diploma in medical subjects after MBBS with two years experience or MBBS degree with 4 years experience in medical subjects after MBBS Degree.	Experience in programme or process evaluation studies or experience in supervisory field activities in health research projects	Rs. 70,167/-	<ul style="list-style-type: none"> • Liason with ARTC, SACS and DAPCU • Planning of field activity and deployment of staff and facilitation • Monitoring and supervision and training of field staff • Traveling out of Pune will be required for field data collection
4.	Biostatistician	1	35 years	First Class Master's Degree in Biostistics (M.Sc.) from a recognized University OR second Class Master's degree in Biostatistics. +Ph.D. Degree in Biostatistics from a recognized University.	i) Doctorate in Biostatistics/Statistics from a recognized University. ii) Knowledge of Computer Applications or Business Intelligence tools/Data management. Experience of working with large data bases particularly related to National programs Experience with HIV/AIDS	Rs. 56,133/-	<ul style="list-style-type: none"> • To work under the guidance of PI in Data analysis using modern medical statistical tools • Work with Statistical /Epidemiological packages like SPSS/SAS or STATA, R Programming

5	Project Administrative Coordinator	1	35 years	Post Graduate Degree. Minimum 8 years' experience in Non Govt./Govt./Academic organization. Worked on a managerial position	MBA With computer skills. Well conversant with English writing skills. Work experience in Govt. Organization with experience in Accounts and administration preferred.	Rs. 59,341/-	<ul style="list-style-type: none"> • Overall Management of the complete research study with PI and Director-In-Charge which includes: • Project Management • Budget and Finance. • Human resource and purchases • Coordination and communication with partner agencies • Management of MOU ,subcontract and other legal documents • Leading the project administration
6.	Project Accounts Coordinator	1	35 years	M.com/MBA Finance with 5 years or B.com with 10 years of experience and course. Experience must be in Finance/Accounts management in handling budget Audit/Accounts, work of Govt./Semi Govt./ autonomous institutions. Well conversant with computer skills and packages like Tally.	Preparation of budget, balance sheet, scrutiny of financial proposals, pre checking of bills and Audit. Experience in project fund management	Rs. 35,400/-	<ul style="list-style-type: none"> • Overall Management of accounts department which includes • Budgetary issues • Audit and financial management • Management of the invoices receiving from partner agencies • Maintaining of electronic records of budget and finance and providing periodic reports to PI and DIC.

It is mandatory:

Application preferably be submitted in the prescribed format (as given below) along with email address, proof of age, caste certificate, and Qualification and experience certificate. Application fees of Rs. 300/- drawn in favour of the Director, NARI, Pune by a Demand draft (only from a Nationalized Bank).SC/ST/PH and women are exempted from payment of application fee.

Candidates belonging to OBC should enclose the OBC Non -Creamy/ Creamy Layer certificate for appointment under Government of India (from the competent authority empowered to issue such certificate) at the time of Interview.

Government Servants should apply through proper channel or enclose 'No Objection Certificate' from the present office/employer along with the application.

Director in Charge, NARI reserve the right to shortlist the candidates to be interviewed. Any canvassing by or on behalf of the candidates or bringing political or other influence with regards to the selection shall be considered as a disqualification. Age and experience are relaxable in deserving candidates. This post is to be filled for defined project period only.

The application should reach this office on or before 16/2/2018. Application short listed candidates will be intimated by email /Post they should be prepared to attend personal interview, *at their own cost.*



PRINCIPAL INVESTIGATOR



31/Jan/2018
DIRECTOR
NATIONAL INDIAN RESEARCH INSTITUTE
PUNE - 411 026.