

CLINICAL DEVELOPMENT SERVICES AGENCY

An extramural unit of THSTI, Department of Biotechnology,
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Recruitment Notice No. CDSA/RN/CNNS/02/2018

CDSA invites applications for the below position, for the Project "Concurrent Monitoring of Comprehensive National Nutrition Survey (CNNS)", from high performing professionals with a desire to serve public health needs of the country

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| Name of post | Collection Point (CP) Monitor <i>(The position will be hired for a period of 3 months. Extension (if any) will be subject to project requirement)</i> |
| Emoluments/ Other Benefits & allowances | Up to ₹15,000 per month consolidated In addition to the monthly remuneration, the employee will be provided with a group accident insurance cover of Rs.15 lakhs each. He will have to purchase term insurance of Rs.10 lakhs which will be reimbursed by CDSA. He should have a minimum individual health insurance cover of Rs. 2 lakhs (Non-reimbursable) |
| Location | Meghalaya, Sikkim, West Bengal, Arunachal Pradesh, Tamil Nadu, Karnataka, Jammu & Kashmir state. <i>(The data logger monitor may be assigned any of the location depending upon the project requirement)</i> |
| Job profile | <p>The role will involve being stationed at the active Collection Point with limited travel to urban and rural parts of respective states.</p> <ul style="list-style-type: none">• As a full time position the <u>remuneration will be paid based on the deliverables.</u>• <u>Monitoring and reporting of following activities at collection center/point:</u><ul style="list-style-type: none">○ Receipt of biological samples at collection center and related documentation○ Handling and processing of biological samples at CP as per protocol○ Sample Storage conditions at collection center/packaging and dispatch○ Calibration of the equipment used for sample handling and processing• Document the monitoring observations in the standard approved checklist/ log and share with ZPM/ PM for review and provide clarifications, as requested.• Handle reverse logistics pertaining to Data Logger received from Reference lab at Collection Point.• The incumbent has to track the complete journey of Data Logger coming from primary sampling units (PSU) tagged to the Collection Point (CP). To be eligible for full remuneration CP-M has to complete the minimum assigned targets. The compensation may be reduced on a pro rata basis for non-fulfillment of the target. |

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| | <ul style="list-style-type: none"> The incumbent will be also paid a fixed travel allowance of ₹1000 per PSU to cover the food, local travel and stay cost irrespective of location & days of stay. (Exception for NE states) |
| Qualifications & Experience | <p>Essential Qualification: Graduate in any discipline with one-year experience in projects.</p> <p>Desirable: Should probably have his/her personal lap top and should be technology friendly behavior.</p> |
| Skills | <ul style="list-style-type: none"> Understanding of the scope of work, tools and systems developed by CDSA to support the monitoring activities with basic computer skills. Good written and verbal communication skills with understanding of local language and basic understanding of English. Effective time management skills and ability to manage field-based activities Ability to establish and maintain effective working relationships with field team (private laboratory and survey agency) and CDSA concurrent monitoring team |

GENERAL TERMS & CONDITIONS:

- All educational professional and technical qualification should be from a recognized Board/ University and full-time.
- The experience requirement specified should be experience acquired after obtaining the minimum educational qualifications required for the post.
- Persons working in Govt. or Public-Sector undertaking should produce "No Objection Certificate" at the time of Interview.
- The qualification, experience and other requirements for the posts are relaxable at the discretion of the competent authority, in case of candidates who are otherwise suitable. Candidates not found suitable for the posts notified, can be offered a lower post on the recommendation of the Selection Committee.
- Candidates' willing to travel extensively should only apply, as this position requires travel all over India.**
- Only candidates who can join immediately needs to apply, **as the position is to be filled is on an urgent basis.**
- This position will be purely on temporary/contractual basis for the specified period and based on project requirement.**
- The Candidate has to mention the name of the state for which he is interested.
- Number of positions filled will be as per the Institute's need and availability of the suitable candidates.
- The salary is a consolidated sum without any other benefits and it is also based on experience, qualifications, skill set, timely submission of his/her deliverables etc. of the candidates.
- Interested candidates may please send their CV with recent photo and cover letter indicating their motivation for the position applied for (150 words) and three reference by e-mail with subject line mentioning "**Application for the position of Collection Point Monitor for.....State**" to cdsa_admin@thsti.res.in
- All results will be published on our website and all future communications will be only through email.
- This is a field position with extensive travel in allocated state/ zone for the assigned concurrent monitoring schedule.
- Preference will be given to candidates hailing from respective states.
- Canvassing in any form will be a disqualification.
- No TA/DA will be admissible to appear in the interview, including (SC/ST candidates).
- Interview of the shortlisted candidate will be conducted through SKYPE.
- 18. Last date of submitting the application on E-mail is February 23, 2018.**