

CLINICAL DEVELOPMENT SERVICES AGENCY

An extramural unit of THSTI, Department of Biotechnology,
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Recruitment Notice No. CDS/RN-CNNS/29/2017

CDSA invites applications for following positions, 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

Name of the post	Zonal Laboratory Quality Assurance Manager (01 Position) (Duration of the position is for 8 months upto July 2018).
Emoluments and Other Benefits	Maximum up to Rs 75,000/- per month. In addition to the salary the candidate will be covered under group accident Insurance cover of Rs.15 lakhs. He/She will have to purchase life term insurance over of Rs.10 lakhs Which will be reimbursed by CDSA. He / She will have a individual medical insurance cover of minimum Rs. 2 lakhs (non –reimbursable). The monthly remuneration will be performance based and will be liable for deduction in case of under performance.
Location	Any one of the laboratory located at Gurgaon, Mumbai, Kolkata, Bangalore.
Job profile	Lead person for laboratory quality assurance in each zone and nodal point for Central laboratory, Survey Agency and Regional Monitors in each zone. <ul style="list-style-type: none">• Oversee the quality of all concurrent QA activities for allocated lab including QA timelines and deliverables, sample receipt, processing, analysis, interpretation and reporting.• Confirm adherence to the study protocol, study specific-SOPs. S/he will collate the daily, weekly and monthly reports for submission to the Lab QA Manager.• Conduct Quality checks in the <i>pre-analytical phase</i> to ensure that the biological samples (blood, urine and stool) received at the four reference laboratories of SRL Diagnostics at Gurgaon, Kolkata, Mumbai and Bangalore are received as per the approved protocol/SOPs.• Conduct Quality checks in the <i>analytical phase</i> to ensure that all the laboratory tests are conducted as per the approved protocol/SOPs.• Conduct Quality checks in the <i>post-analytical phase</i> to confirm that the all the post-analytical steps (testing results transmission, interpretation, follow up, retesting etc.) are done in compliance with the approved protocol/SOPs.• Coordinate all Quality Assurance activities as per the QA plan and provide ongoing feedback on continuous basis to the

	<p>Laboratory QA Manager (Line Manager) and Team Leader, Central lab (SRL Diagnostics) team and the Survey Agency on the quality of biological specimen, data collection, processing, transposition, analysis, quality control and assurance and reporting on daily and weekly basis.</p> <ul style="list-style-type: none"> • Review the Levy-Jennings QC chart for all the laboratory parameters and results obtained from proficiency testing and from the external quality system. • Perform all other duties as assigned by the Line Manager and Team Leader from time to time.
<p>Qualifications & Experience</p>	<p>S/he should have Graduate in Medical Laboratory Technology / Post Graduate Degree in Biochemistry with 5 years of experience in Quality Assurance role as a Quality Manager in a NABL accredited laboratory.</p> <p>Exceptional D.M.L.T. (Diploma in Medical Laboratory Technology) candidates with proven 7 years of experience in Quality Assurance role as a Quality Manager in a NABL accredited laboratory may be considered.</p> <p>Candidates with professional training in ISO 15189:2012 will be preferred.</p>
<p>Knowledge, Skills, Abilities and Attitude</p>	<ul style="list-style-type: none"> • Thorough knowledge of Laboratory Quality Management System, especially ISO 15189 • Meets competencies in auditing through past experiences & training • Analytical, organizational & operational skills including focus and commitment to quality management and problem solving • Ability to maintain confidentiality • Strong communication skills both verbal and written in English. • Proficient in Microsoft Office Suite, including Word, Excel, PowerPoint, Outlook etc. and working experience with project management software • Ability to work under pressure, exhibit integrity in behaviour and action. • Ability to remain flexible and work independently with minimal guidance as well as collaboratively within a team setting.

GENERAL TERMS & CONDITIONS:

1. All educational professional and technical qualification should be from a recognized Board/ University and full-time.
2. The experience requirement specified should be experience acquired after obtaining the minimum educational qualifications required for the post.
3. Persons working in Govt. or Public Sector undertaking should produce "No Objection Certificate" at the time of Interview.
4. 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.
5. Knowledge of at least 2 language of allocated zone for which candidate is interested and applying for.
6. Candidates willing to travel extensively only needs to apply, as this position demands lots of travel all over India
7. No TA/DA will be admissible to appear in the interview, including (SC/ST candidates).
8. Only candidates who can join immediately needs to apply, as the position is to be filled on an urgent basis
9. This position will be purely on temporary/contractual basis for the specified period of time and based on project
10. Number of positions filled will be as per the Institute's need and availability of the suitable candidates
11. In case a large number of applications are received for each post, screening will be done to limit the number of candidates to those possessing higher/relevant qualification. Only shortlisted candidates will be contacted for further discussion.
12. The salary is a consolidated sum without any other benefits and it is based on experience, qualifications, skill set, etc. of the candidates.
13. Interested candidates may please send their current CV with a recent photo and cover letter indicating their motivation for the position applied for (150 words) and three references by e-mail with subject line mentioning "Application for the position "**Zonal Laboratory Quality Assurance Manager**" to cdsa_admin@thsti.res.in.
14. Incomplete applications will stand summarily rejected without assigning any reasons.
15. All results will be published on our website and all future communications will be only through email
16. The duration of the project is only upto July 2018.
17. Canvassing in any form will be a disqualification.

Note: In case a suitable candidate is not found, the call for application will remain open till suitable candidate is found. As soon as suitable candidate is found, this recruitment notice will be closed on our website.