

**WALK-IN- INTERVIEW****For Contractual Engagement of One Research Associate for the Programme Management Unit (PMU) of Intermediary Pharmacovigilance Center (IPvC), National Institute of Ayurveda, Jaipur.**

Applications are hereby invited from interested candidates for contractual engagement of One Research Associate for the Programme Management Unit (PMU) of Intermediary Pharmacovigilance Center (IPvC), National Institute of Ayurveda, Jaipur under Pharmacovigilance Programme of Ministry of AYUSH, New Delhi as per the details given below-

|                                 |                                                                                                                                                                                                                                                                                                     |
|---------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Name of the Post                | Research Associate                                                                                                                                                                                                                                                                                  |
| Number of Posts                 | One                                                                                                                                                                                                                                                                                                 |
| Nature of Engagement            | Contractual                                                                                                                                                                                                                                                                                         |
| Essential Qualification         | Ph.D. in Auyurevda<br>OR<br>Post-Graduation in Ayurveda<br>OR<br>BAMS with minimum 3 years research experience i .e. having worked for any Research project funded by the Ministry of AYUSH, ICMR, CSIR, DST or Equivalent organization. A minimum of 01 paper in an indexed peer reviewed journal. |
| Emoluments                      | Rs 47,000 + HRA /month (in 1st Year)<br>Rs 49,000 + HRA /month (in 2nd Year)<br>Rs 54,000 +HRA/month (in 3rd Year)                                                                                                                                                                                  |
| Tenure Of Engagement            | Initially for one year which may be extended for another 1 Year + 1 Year on Satisfactory perform once & mutual consent.                                                                                                                                                                             |
| Selection Procedure             | Walk In Interview                                                                                                                                                                                                                                                                                   |
| Date, Place & Time of Interview | 22/06/2023, Thursday, NIA Reporting time- 10 am to 12 pm<br><b>**Candidates reporting after 11 am will not be allowed to appear in the interview.</b>                                                                                                                                               |

Terms of Reference for the Post of Research Associate:

**1. Essential Qualification –**

- Ph.D. in the Ayurveda  
OR
- Post-Graduation in Ayurveda.  
OR
- BAMS in minimum 3 years research experience i .e. having worked for any Research project funded by the Ministry of AYUSH, ICMR, CSIR, DST or Equivalent organization. A minimum of 01 paper in an indexed peer reviewed journal.

**2. Desirable-**

- Working experience in Pharmacovigilance Programme.
- Working knowledge of computer, especially MS Word, Power Point, Excel.) is essential.

**3. Responsibilities -**

- To manage the Project Management Unit of the Intermediary Pharmacovigilance Cell for smooth implementation of the Pharmacovigilance Programme.
- To receive and process the ADR Reports at IPvC, Misleading advts.
- To co-ordinate with the nodal officers of Peripheral Pharmacovigilance Centres (PPvCs) operating under NIA, with the PMU at AIIA, New Delhi and other agencies that may be required for smooth implementation of the programme.
- To spread awareness and encourage ADR reporting.
- To assist in organizing the training programs under the scheme.
- Other related activities, that may be assigned from time to time.

### **3. Working Condition –**

- The engagement is on full time basis. Six days a week (Sunday holiday), 9 to 4 pm work schedule will be applicable. Holiday schedule of NIA will be Applicable.
- The post is co-terminus with the Pharmacovigilance Programme of Ministry of AYUSH. The initial tentative engagement will be for 1 year, which is likely to extended on mutual consent and satisfactory performance of the appointee, continuation of the programme and availability of Funds.. The Institute, however reserves the right to terminate the services of the appointee before the stipulated period without assigning any reason thereof. The appointee can resign from the assignment with one month prior written notice.
- All relevant rules and regulations of NIA shall be applicable and the appointee will have to give an undertaking to this effect.
- The Appointee is expected to work sincerely to achieve the deliverables and maintain good conduct at the workplace.
- The appointment is on purely contractual basis and he/she will have no claim whatsoever for further appointment or regularization to any post in the Institute.
- The appointee shall maintain confidentiality of the data/ any other information that will be collected as part of this programme. He/ she shall not utilize/ publish/ disclose any such data / information to any third party without consent of NIA.

### **4. Salary –**

- Rs 47,000 + HRA /month (in 1st Year)  
Rs 49,000 + HRA /month (in 2nd Year)  
Rs 54,000 +HRA/month (in 3rd Year)

### **5. Leave –**

- The appointee will be entitled to Fifteen (15) leaves in a calendar year ( 1.25 leave per month on pro rata basis.
- Un availed leaves will be carried forward to next month, but the leaves will not be carried forward to the next calendar year could not be encashed.
- Normally more than 3 continuous leaves will not be permitted.

### **6. Allowances –**

- The appointee will not be paid any Transport/ Daily/ Medical / Travelling / Telephone/ any other allowance.

### **7. Selection Procedure –**

- The interested candidates might walk in on the scheduled date to apply ( In the Performa given as Annexure) with certified copies of the relevant documents and appear before the selection committee for an interview.
- The selection committee shall do the selection after following due procedures.
- The Vice Chancellor, NIA reserves the right to reject any candidate or cancel the selection of any candidate without assigning any reason thereof.

PROF. SANJEEV SHARMA  
VICE CHANCELLOR

For any further queries, contact –

Vd. Sudipt Kumar Rath, Co-ordinator, IPvC @ 9828376668,  
@srath.nia@gov.in

**Programme Management Unit , Intermediary Pharmacovigilance Center  
National Institute of Ayurveda, Jaipur.  
( Under Ministry of AYUSH, New Delhi)**

**APPLICATION FORM FOR THE POST OF RESEARCH ASSOCIATE**



**For Office Use only**

**Application No.....**

**1. Name of the Candidate: .....**

**2. Address for communication -**

.....

.....

**3. Mobile No.....**

**4. E mail ID .....**

**5. Date of Birth .....**

(Enclose self certified copy Matriculation or Equivalent Certificate)

**6. AADHAR Number .....**

(Enclose self certified copy Aadhar Card)

**7. Educational Qualification ( Attach the self certified copies of the relevant Certificates)**

| Sl No | Qualification | Board/University | Year of Passing | % of Marks |
|-------|---------------|------------------|-----------------|------------|
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|       |               |                  |                 |            |

**8. Working knowledge of MS Office, Word, PPT, Excel – YES/NO**

(Strike out whichever is not applicable)

**9. Details of Experience, if any**

**Place:**

**Date:**

**Signature of the Applicant**