



All India Institute of Medical Sciences Bhopal

Saket Nagar, Bhopal- 462020

No. AIIMS/BPL/HTAIn/2024/01

Date: 24th Sept 2024

Advertisement for Recruitment to Project Posts (on Contract)

The following posts are to be filled purely on a temporary basis for the DHR project in the Resource Centre for Health Technology Assessment at AIIMS Bhopal. Interested and eligible candidates may fill the online application form along with a two-page CV and a recent photograph through the link <https://ee-eu.kobotoolbox.org/x/N1WtbcY2>. **The last date for receiving the filled application is 16.10.2024 – 5:00 PM.**

Name of post (number)	1. Scientist-D (Medical/Non-Medical)/ Senior Research Officer - 1 2. Scientist-C (Medical/Non-Medical)/ Research Officer - 1 3. Health Economist (Level of Scientist-C Non-Medical) - 1 4. Field Investigator - 1 5. Field Officer - 1
Likely duration	Up to 31 March 2025 (With a possibility of extension for the project duration based on performance)
Cut-off date for eligibility & qualifications including experience	16th Oct 2024 (Last Date of Application)
Project title	Resource Centre for Health Technology Assessment
Funding Agency	Department of Health Research-ICMR

Sr No	Name of the Post	Age Limit	Consolidated Remuneration per month	Date of Written Test and/or Interview
1	Scientist-D (Medical/Non-Medical)/ Senior Research Officer	45 years	Rs 78000 + HRA	23 rd Oct 2024
2	Scientist-C (Medical / NonMedical) / Research Officer	40 years	Rs 67000 + HRA	23 rd Oct 2024
3	Health Economist (Level of Scientist-C Non-Medical)	40 years	Rs 67000 + HRA	23 rd Oct 2024
4	Field Investigator	35 years	Rs 32000 (all inclusive)	24 th Oct 2024
5	Field Officer	35 years	Rs 30000 (all inclusive)	24 th Oct 2024



Qualifications

Scientist D (Medical/Non-Medical)/Senior Research Officer (1 Post)

For Medical:

Essential:

- Post Graduate Degree (MD/MS/DNB/MPH) after MBBS with 6 year research experience in the relevant field.
Or
- MBBS degree with 8 years' experience or Post Graduate Diploma in medical subjects after MBBS with 5 years' experience in the relevant subject.
Or
- Ph. D in the relevant subject (Community Medicine/Preventive & Social Medicine/ Paediatrics/ Medicine/ Tropical Medicine/ Community Health Administration/Health Administration/ Family Medicine/ Epidemiology/ Public Health) from a recognized university with 5 years' experience in the relevant field
Plus
- 2 years' experience in the management of R & D projects in a team effectively.

Desirable:

- Additional Post-doctoral research/teaching experience in relevant subjects in recognized institute(s).
- Knowledge of Computer Applications/Data Management.

For Non-Medical:

Essential:

- Ph.D degree in Microbiology/ Biochemistry/ Biotechnology subject from a recognized University with 5 years R&D/Teaching experience in the relevant subject after Ph.D.
or
- First class MPH/ Pharm D (Doctor of Pharmacy)/Master's degree in the relevant subjects from a recognized university with 8 years R&D/teaching experience in the relevant subject after 1st Class Master's Degree.
Or
- Second class M.Sc/MPH + Ph.D degree in the relevant subject from a recognized University with 8 years R&D/teaching experience in the relevant subject post qualification.

Plus

- 2 years experience in the management of R & D projects in a team effectively.

Desirable:

- Post-doctoral research/teaching experience in relevant subjects in recognized Institute(s).

Knowledge of Computer Applications or Business Intelligence tools/Data Management

For Senior Research Officer:

- Graduate in Science/ relevant subjects from a recognized university with 5 years of work experience from a recognized institution or master's degree in the relevant subject or Pharm D (Doctor of Pharmacy) from a recognized institution



Qualifications

Scientist-C (Medical/Non-Medical) (1 Post)

For Medical:

Essential:

- MBBS degree with 6 years' experience or Post Graduate Diploma in medical subjects after MBBS with 5 years' experience in the relevant subject.
- Or
- Post Graduate Degree (MD/ MS/ DNB/ MPH) after MBBS with 4-year research experience in the relevant field.

Desirable:

- Doctorate (Ph.D.) in the relevant subject (Community Medicine/ Preventive & Social Medicine/ Pediatrics/ Medicine/ Tropical Medicine/ Community Health Administration/Health Administration/ Family Medicine/ Epidemiology/ Public Health) from a recognized university.
- Additional Post-doctoral research/teaching experience in relevant subjects in recognized institute(s).
- Knowledge of Computer Applications/Data Management.

For Non-Medical:

Essential:

- M.Sc. Life science/ MPH/MHA/ M. Pharma (Masters of Pharmacy) /Pharm. D (Doctor of Pharmacy) with 4 year of experience in relevant area.

Desirable:

- Ph.D. degree Microbiology/ Biochemistry / Biotechnology subject from a recognized University with 2 years R&D/Teaching experience in the relevant subject.
- Knowledge of Computer Applications or Business Intelligence tools/ Data Management.

For Research Officer:

- Graduate in Science/ relevant subjects from a recognized university with 4 years of work experience from a recognized institution or master's degree in the relevant subject or Pharm D (Doctor of Pharmacy) from a recognized institution

Health Economist (Level of Scientist-C Non-Medical) (1 post)

Essentials

- Masters in Health Economics/ Economics/ Public Health/ Community Medicine with specialization in Healthcare Costing, Economic Evaluation.
- 4 years of experience in the field of health economics

Desirable

- Ph.D. in the related field.
- Proficiency in MS Office, VBA and TreeAge.



Qualifications

Field Investigator (1 Post)

Essential:

- Graduate in Science/ relevant subjects from a recognized university with 3 years of work experience from a recognized institution or master's degree in the relevant subject or Pharm D (Doctor of Pharmacy) from a recognized institution.

Desirable:

Master of Public Health Degree

Field Officer (1 Post)

Essential:

- Graduate in Science/ relevant subjects from a recognized university with 3 years of work experience from a recognized institution or master's degree in the relevant subject or Pharm D (Doctor of Pharmacy) from a recognized institution.

Desirable:

Master of Public Health Degree

Job roles and responsibilities:

For Scientists:

- To support & execute the ongoing & new programs of DHR and to provide leadership and managerial strength in the R&D projects in the area of HTA research.
- Responsible for the scientific, and/or technical aspects of the implementation of HTA projects of DHR.
- Senior Scientific Staff will be coordinating the Activities of HTAIn and Junior staff will be providing a supportive role for all the HTAIn work
- Invitation of applications/proposals from the States/Medical Colleges/Institutions for HTA studies
- Getting the requisite MoU signed with the States/Medical Colleges/Resource Centre
- Submission of the proposals for recommendations of the Technical Appraisal Committee
- Seeking any clarifications from the States/applicants on various issues/points.
- Submission of the proposal along with the recommendations of the expert committees.
- Maintaining effective working relationships with colleagues at DHR, ICMR, Government Ministries (i.e. NHM, MoHFW), NHSRC, DGHS, and international partner organizations



- Supporting the HTA advisory group, secretariat, international partners, and team members in developing and maintaining effective working relationships with relevant national partners and stakeholders.
- Regularly liaising with international partners to ensure satisfactory progress and quality of the HTAIn secretariat outputs
- Contribute to drafting official reports from the secretariat, including summaries of workshops and events.
- Conducting Workshops/seminars/TAC meetings/Board Meetings/Stakeholders meetings etc
- Any other work assigned by the Department of Health Research

For Health economist:

- Contribute to technical and organizational planning of Health Technology Assessment (HTA) project.
- To undertake HTA studies approved under concerned institute.
- Contribute to the writing, editing and publishing of reports and journal articles related to HTA studies.
- Taking advocacy initiatives on behalf of institute to publicize the work of HTA project including working with the media and other sources of information dissemination, such as circulars.
- Respecting the confidentiality of work of the HTAIn Secretariat and Technical Appraisal Committee/Board.
- Adhering to DHR policies and procedures.
- Any other work as may be assigned by project heads.

For Field Investigator/ Field Officer:

- Field Investigators and Field Officers will be responsible for the field activities including data collection.

For all project staff:

- Any task relevant to the functions and activities of the Resource Centre for HTA assigned by the Project Investigator s or the officials of the Institute



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How to apply?

The link for online application is <https://ee-eu.kobotoolbox.org/x/N1WtbcY2>. Applications will be scrutinized for eligibility as per age, educational qualifications and experience as per the advertisement. If there are large number of applications then shortlisting will be done as per evaluation criteria mentioned below. Shortlisted candidates should report to CFM Board Room, Second Floor Board Room, Medical College Building, AIIMS Bhopal. Candidate shall also bring Self-attested photocopies of proof of date of birth (class 10th certificate/ school leaving certificate), eligibility qualification mark-sheets, degrees, experience certificate, caste certificate (if applicable), qualifying degree registration with statutory council (if applicable) and other relevant testimonials.

Age Concession: Age relaxation is admissible in respect of SC/ST/OBC candidates, Retrenched Government Employees, Departmental Candidates (including projects), and ex-servicemen in accordance with the instructions issued by the Central Government from time to time. Age concession to the extent of services rendered in the research projects will also be admissible for experienced and skilled persons.

Application Fees: Nil

Scan for the application form link (<https://ee-eu.kobotoolbox.org/x/N1WtbcY2>)





Evaluation Criteria:

The recruitment process following the evaluation of the application form will be as outlined below:

1. Shortlisting Process:

In case of a large number of applications, shortlisting will be based on the following criteria:

- Relevant experience exceeding the minimum duration.
- Higher educational qualifications than the minimum required.
- Publications in PubMed-indexed journals.

Candidates shortlisted by these criteria will be invited for an interview.

2. Screening Written Test (if required):

If shortlisting is not feasible or the number of applications remains significantly high, a screening written test will be conducted at AIIMS Bhopal to shortlist candidates.

This will be followed by an interview.

Scheme of Test and Interview:

a. Screening Written Test (if applicable):

- 50 MCQs covering topics on Health Technology Assessment, Research Methodology, Basic Epidemiology, and General Aptitude.

b. Interview:

- Questions will focus on Health Technology Assessment, Research Methodology, Basic Epidemiology, and Project Management.

Venue of Interview*: CFM Board Room, Second Floor, Medical College Building, AIIMS Bhopal. *Virtual Interview will be arranged for those having difficulty in attending physically at Bhopal.



Terms and Conditions

1. Eligibility and Qualification:

- 1.1. Candidates must ensure they meet the eligibility criteria for qualifications and experience. Any misinformation at any stage may lead to legal action, disqualification, or termination. Even after passing the selection process, candidates may be disqualified during document verification if they fail to meet essential criteria.
- 1.2. The prescribed qualifications are the minimum, and meeting them does not guarantee selection. Only shortlisted candidates will be called for a written test and/or interview, and stricter criteria may be applied in case of a large number of applicants.

2. Contractual Nature of the Position:

- 2.1. Appointments are on a contract basis for an externally funded project, with no claim to regular posts at AIIMS Bhopal or Funding Agency. The duration is project-specific, and employment may be extended or terminated at the discretion of the Project Investigator.
- 2.2. The contract automatically expires at the end of the specified period unless mutually renewed. Either party can terminate the contract with 30 days' notice or salary in lieu thereof.

3. Remuneration and Leave:

- 3.1. Consolidated salaries may vary, with no other allowances beyond the agreed salary. Leave entitlement will be governed by the institutional policy for extramural research projects.

4. Application and Selection Process:

- 4.1. Candidates must submit complete applications, including CVs and required certificates. Incomplete or incorrect submissions will be rejected.
- 4.2. A valid email ID and mobile number are mandatory for communication.
- 4.3. Updates regarding interviews or written tests will be available on the AIIMS Bhopal website, and no individual intimation will be sent.
- 4.4. No TA/DA will be provided for appearing in the test or interview. Interviews may be conducted in person or via videoconferencing.

5. Responsibilities and Conduct:

- 5.1. Candidates employed in government or other funded research projects must provide a "No Objection Certificate" from their employer.



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- 5.2. Private practice is prohibited, and candidates are expected to adhere to institute rules and disciplinary conduct. Candidates may be posted at rural or field sites as per project needs.
- 5.3. The decision of the competent authority in the selection process is final. Any form of canvassing or submission of false information will lead to disqualification.

6. Miscellaneous:

- 6.1. The Institute will not provide accommodation.
- 6.2. Candidates must bring coloured passport photos, original documents and self-attested copies for verification at the interview or test.
- 6.3. All disputes will be subject to the jurisdiction of courts in Bhopal.

Note: The date and time for the written test/interview are tentatively scheduled for the second or third week of October 2024 and will be communicated to shortlisted candidates via email.

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