

ICMR-Centre for Ageing & Mental Health
Division of Non-Communicable Diseases
(Indian Council of Medical Research)
Block-DP-1, Sector-V, Salt Lake, Kolkata-700091

File No. ECL-MM Project/I-CAM/67A /2023-24

Date: 17-10-2023

VACANCY NOTIFICATION FOR TEMPORARY/PROJECT POSTS

ICMR-Centre for Ageing & Mental Health, Kolkata, is a research Centre under the aegis of Indian Council of Medical Research, Department of Health Research, Ministry of Health & Family Welfare, Govt. of India. The Centre intends to engage following Non-Institutional project human resource positions, purely on temporary contract basis for its ICMR funded research project titled "Mental health issues among mine workers of Eastern Coalfields Ltd. (ECL), West Bengal and identify appropriate management strategy" being undertaken at ICMR-CAM, Kolkata. For this purpose, the centre invites applications for the temporary posts mentioned herewith. The place of posting will be Kolkata (if required, they may be posted at any place of West Bengal). Required qualifications and other details are given below:-

Sl. No / Post Code	Name of the Post	No. of Posts	Monthly Emoluments (Consolidated)	Essential / Desirable Qualifications and Experience	Duration	Maximum age Limit	Date & time of Walk-in-interview/ Personal discussion
01	Social Worker	03(UR) 01(ST)	Rs. 32000/- PM	Essential Qualification :- Graduate in social science/social work/psychology from a recognized university with five years work experience from a recognized institution or Master's degree in the relevant subject.	Initial appointment for 1 Year. May continue for duration of project	30 years	Date: 14-11-2023 at 10-00a.m.
02	Data Entry Operator Grade C	01(UR)	Rs. 31000/- PM	Essential Qualification: - Bachelor's degree in Computer Application/IT/Computer Science from a recognized institution/university. A speed test of not less than 15000 key depressions per hour through speed test on computer.	As Above	30 years	Date: 14-11-2023 at 10-00a.m.

Instructions to the candidates:-

- The eligible candidates willing to apply for the above mentioned posts may attend the Walk-in-interview as above.
- The candidates shall submit the duly filled application forms (s) along with all self attested documents in support of (a) Proof of Date of Birth (b) Qualification (c) Experience (d) Recent passport size photograph etc. before attending written test/personal discussion/interview as per the schedule given. Original documents should also be produced for verification. **Separate Application Form should be filled for each post.**
- The Eligibility of the candidates shall be checked at the venue and only eligible candidates shall be allowed to appear for the written test/interview.
- In case of more than 30 candidates, a written test comprising of 20 number of Multiple Choice Questions (MCQ), shall be taken.
- The final merit shall be prepared on the basis of marks of written test and interview. In case of non conductance of written test (less than 30 candidates), the merit shall be prepared on the basis of marks obtained in the interview.

Other Terms and Conditions:-

1. Qualifications should be from recognized Institutions/Universities only.
2. Experience certificate should clearly state the nature of work during the period of employment. Experience in the relevant discipline/ field should be from a reputed institution/ organization recognized by the relevant authority.
3. Age relaxation will be admissible in respect of SC/ST/OBC candidates, retrenched Government Employees, Departmental Candidates and Ex-servicemen etc. in accordance with the instructions issued by the Central Government/DoPT/ICMR from time to time. Age concession to the extent of service rendered in other research projects will also be admissible for experienced and skilled persons. **SC/ST/OBC will be given age relaxation in respect of the posts reserved for them only and not for UR posts.**
4. Candidates employed in Govt. Service /Semi Govt./ Autonomous Bodies of State/ Central Govt. should submit a "No Objection Certificate" from their employer at the time of submission of Application Form failing which they will not be allowed to appear for Written Test / Walk-in-interview/ personal discussions.
5. All posts are Contractual and likely to continue till the completion of Project.
6. The Officer-in-Charge, ICMR-CAM, Kolkata reserves the right to increase or decrease the number of posts or cancel the recruitment or re-advertise the posts at any time, without assigning any reasons thereof. No correspondence will be entertained in this regard.
7. Date of personal discussion/interview may be changed due to administrative reasons. Hence, candidates are advised to check website before appearing for personal discussion/online interview.
8. Canvassing in any form for short listing, interview and employment will be a disqualification and such candidates will be barred from selection process.
9. Candidates applying for more than one post should apply **SEPARATELY** for each post.
10. **POST QUALIFICATION EXPERIENCE** i.e. experience from the date of completion of minimum essential educational qualification shall only be counted till the last date of submission of application
11. Submission of incorrect or false information shall disqualify the candidate at any stage.
12. Since the posts are purely on temporary basis, no benefit of Provident Fund, Leave Travel Concession, Medical, etc. will be available to the appointee.
13. The above posts are to be filled-up on purely temporary and contractual basis & the candidates shall have no right to claim for any type of permanent employment under ICMR-NIIRNCD or continuation of their services in NIIRNCD or in any other project.
14. Age, Qualification, Experience etc., will be reckoned as on the date of last date of receipt of applications.
15. No TA/DA will be given for attending written test/personal discussion.
16. Mere fulfilling the essential qualification / experience will not bestow any guarantee of selection.
17. In the event of selection, a candidate must produce all documents or certificates in original relating to (1) Educational qualifications (2) Date of Birth (3) Work Experience (4) ID Proof i.e. Aadhar/PAN/Voter ID/Driving License, etc. (5) Oneself attested recent passport size photograph (6) One set of self-attested photocopies of all documents. (7) SC/ST/OBC/EWS Certificate, if applicable, for verification at the time of joining the post.
18. Candidates, who fail to bring the original certificates at the time of test/interview and joining, will not be allowed for test/interview or to join the selected post. Candidates reporting after the scheduled date/ time will also not be allowed to appear in the test/personal discussions/interview.
19. Any further information pertaining to the advertisement as necessary will be available on ICMR/NIIRNCD websites.



(Officer-in-Charge)

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