

ADVERTISEMENT FOR Clinical Research Coordinator & Lab Technician cum Data Entry Operator ON CONTRACTUAL BASIS FOR “An Indian Multicentric study to assess the safety of Crizanlizumab with or without hydroxyurea therapy in sickle cell patients with vaso-occlusive crisis” AT AIIMS, RAIPUR, CHHATTISGARH

No. _____

Date : 29.07.2022

Applications are invited for filling up of following posts in “An Indian Multicentric study to assess the safety of Crizanlizumab with or without hydroxyurea therapy in sickle cell patients with vaso-occlusive crisis” at AIIMS, Raipur, Chhattisgarh purely on contractual basis :-

S. No.	Name of Post	No. of vacancies
1	Clinical Research Coordinator	01
2	Lab technician cum data entry operator	01

3	<u>Period of contract :-</u>	The post will be initially for a period of 06 Months extendable upto 12 Months depending on candidates' performance.
4	<u>Age Limit :-</u>	Not Exceeding 35 Years as on 01.08.2022
5	<u>Consolidated Salary (per month) :-</u>	1. Clinical Research Coordinator- 35,000/ (thirty Five thousand) rupees month only 2. Lab technician cum data entry operator- 15,000(Fifteen thousand rupees only)
6	<u>Essential Educational Qualification :-</u>	1. <u>B. Sc Nursing graduate</u> 2. <u>Graduation certificate along with mentioned essential experience certificate</u>
7	<u>Essential Experience :-</u>	<p align="center"><u>Clinical Research Coordinator</u></p> <ol style="list-style-type: none"> The candidate must have minimum two years post teaching clinical experience in nursing from recognized hospital. The candidate should have minimum experience of twelve months as clinical research coordinator/Research officer/ Project technical officer or equivalent as per ICMR guidelines. The candidate must have experience in clinical trial or intervention trial for at-least 06 months. (sickle cell project experience will be preferred) Good English communication skills. Good skills in reading handwritten Notes / Doctor's prescription. Basic knowledge of medical terms and terminologies.

		<ol style="list-style-type: none"> 5. Basic knowledge of Computer JOB DETAILS 6. Ensure that clinical research studies are conducted in accordance with the protocol, standard operating procedures, good clinical practice (GCP) guidelines, and other applicable regulatory requirements. 7. Help sponsor/monitors in site initiation, monitoring and close - out visits in accordance with contracted scope of work and GCP guidelines. 8. Review informed consent document procedures. 9. Help in study - related training to assigned site personnel and establish regular lines of communication with the Investigators to manage ongoing project expectations and issues. 10. Maintain the quality and integrity of the practices of the site related to the proper conduct of the protocol and adherence to applicable regulations. 11. Ensure accurate data entering and reporting via online system 12. maintain site source documents, medical records and site files 13. Interpret data to identify protocol deviations and risks to subject safety data integrity. <p style="text-align: center;"><u>Lab technician cum data entry operator</u></p> <ol style="list-style-type: none"> 1. Should know to centrifuge the sample 2. The candidate must have experience in clinical trial or intervention trial for at-least 02months. (sickle cell project experience will be preferred) 3. Good English communication skills. Good skills in reading handwritten Notes / Doctor’s prescription. Basic knowledge of medical terms and terminologies. 4. Basic knowledge of Computer JOB DETAILS 5. Ensure that clinical research studies are conducted in accordance with the protocol, standard operating procedures, good clinical practice (GCP) guidelines, and other applicable regulatory requirements. 6. Maintain the quality and integrity of the practices of the site related to the proper conduct of the protocol and adherence to applicable regulations. 7. Ensure accurate data entering and reporting via online system 8. maintain site source documents, medical records and site files <p>Only full time experience after obtaining essential qualification will be considered.</p>
8	<u>Job Responsibilities :-</u>	Day time duty (9 am to 5PM) only and telephonic

		<p>response as per requirement for patient</p> <p><u>Clinical Research Coordinator</u></p> <ol style="list-style-type: none"> 1. Have to work in General Medicine opd/ ward. 2. He/she will be required for coordinating with PI at study sites at headquarters, study monitoring, for collection of data and follow up of participants in the cohort. 3. All the data recording, reporting and entries. 4. All work assigned by PI for the project. 5. This project may require calling the patient, helping or guiding them in the hospital and follow up for any events. 6. Blood samples for the patient has to be taken as per the need of the study and as advised by principal investigator. 7. The trial drug has to be administered as per the standard infusion protocol advised in the study <p><u>Lab Technician Cum data entry operator</u></p> <ol style="list-style-type: none"> 1. He/she will help CRC for smooth running of the project 2. Has to centrifuge the sample collected by the clinical research coordinator. 3. Complete the data entries of the patient on the same day. 4. Admission and discharge of the patient will be also the responsibility for this post. 5. All work assigned by the PI and CRC for the project
9	<p><u>How to Apply :-</u></p>	<p>Candidates are requested to send there all documents as scanned copy to email id drpankajkannauje@aiimsraipur.edu.in for verification latest by 08.08.2022. The candidates are requested to provide email id and contact number of the previous project Incharge too for verification of their experience certificate. It will be the responsibility of candidate to ask their previous project Incharge to confirm the queries sent by us, unable to do so will make them ineligible for the post.</p> <p>On day of interview, eligible candidates are desired to bring the duly filled application form in the attached format along with all original mark-sheets and certificates in support of educational qualification and experience certificate (if any), any one original photo bearing identity</p>

		card issued by any Government authority (Aadhar/PAN/Voter ID/Driving license) and one set photocopy of each document. Candidates failing to bring any of the above documents will not be allowed to appear for interview.
10.	<u>Date and time of interview and/or written examination and address of the venue</u>	10.08.2022 (Wednesday) time 12:30 PM, room no D1-413, 4 th floor D block, Gate no 4, AIIMS Raipur
11.	<u>Reporting time :</u>	Only those candidates who are found eligible after scrutiny of provided documents through email are requested to report at 10 AM in Department of General Medicine OPD Room no 2 to Miss Kiran Manikpuri for document verification. Those who have not been called won't be entertained.

Selection Process :-

- i) List of eligible candidates will be displayed on the website of AIIMS Raipur. No separate call letters/admit cards will be issued.
- ii) In case of large number of applications, interview may be spilled over next day or a screening test may be held or any other criteria may be adopted as may be deemed fit to shortlist the candidates. The decision of the competent authority in this regard will be final and no correspondence whatsoever will be entertained in this connection.
- iii) Selection will be made on the basis of performance in interview only .
- iv) in view of rising Covid-19 cases, the applicant can also request for audio-video interview in case there is restriction of travel or patient has symptoms of acute viral fever.

Terms and conditions of appointment:-

1. The appointment is purely on CONTRACT BASIS initially for a period of 06 (six) months with effect from the date of joining, extendable upto 12 (Twelve) Months depending on the performance of the candidate and requirement of the project. If the contract is not extended further, the same will lapse automatically. The appointment can also be terminated at any time, on either side, by giving one month's notice or by paying one month's salary without assigning any reason or on failure to complete the period of three months to the satisfaction of the competent authority. Candidates should note that their appointment will be for the Project only and they will NOT be the employees of AIIMS Raipur.
2. No other/ additional allowances other than the consolidated salary mentioned will be admissible. The appointee shall NOT be entitled to any of the benefits available to other employees of AIIMS Raipur appointed on regular basis.

3. The appointee shall perform the duties as assigned to him/her. The competent authority reserves the right to assign any duty as and when required. No extra/additional allowances will be admissible in case of such assignment.
4. The appointee shall not have any right or claim to appointment on regular basis in AIIMS Raipur on any post.
5. The appointee shall be on whole time appointment for the project concerned and shall not accept any other assignment paid or otherwise and shall not engage himself/herself in a private practice of any kind during the period of contract.
6. If required, the appointee may be subjected to medical examination from the competent medical board for which he/she will have before the designated medical authority.
7. No TA will be admissible for attending the interview/written test and for joining the duties in case of selection.
8. Leave entitlement of the appointee shall be governed in terms of instructions contained in DOP&Ts OM No. 12016/3/84-Estt.(L) dated 12.4.1985 as amended from time to time.
9. If any declaration given or information furnished by him/her is found to be incorrect/false or if he/she is found to have willfully suppressed any material, information, he/she will be liable for removal from service and also such other action as may be deemed necessary by the competent authority.
10. If any candidate is found canvassing for his/her selection, he/she will be disqualified from the selection process.
12. The decision of the competent authority regarding selection of candidate will be final and no representations in this regard will be entertained.
13. Final result will be declared on the website of AIIMS Raipur and selected candidates will be informed through email.
14. Candidates are advised to regularly visit the website of AIIMS Raipur (www.aiimsraipur.edu.in) for updates regarding this recruitment. No separate communication will be sent to the candidates regarding change in date and time of interview/written exam.

For any queries contact or write to: Dr. Pankaj Kumar Kannauje, Assistant Professor, Department Of General Medicine, AIIMS-Raipur. Email id- drpankajkannauje@aiimsraipur.edu.in



Dr. Pankaj Kumar Kannauje
Assistant Professor
Department of General Medicine, AIIMS-Raipur

4. संपर्क विवरण / Contact Details:-

एस.टी.डी. कोड सहित फोन नं./
Phone No. With STD Code

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मोबाईल नं./ Mobile No.:

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ईमेल / E-mail

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5. प्रमाणपत्र के अनुसार जन्मतिथि /

दिनांक / Date माह / Month वर्ष / Year

Date of Birth with documentary evidence

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साक्षात्कार/□□□□□□ की तिथि को आयु

वर्ष / Year माह / Month

दिन / Day

Age as on date of interview

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7. □□□□□□ (अजा/अजजा/अपिव/□□□.)

Category (SC/ST/OBC/UR)

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8. लिंग / Gender:

पुरुष / Male

महिला / Female

(संबंधित पर चिन्ह लगाएं / Tick the relevant)-

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9. Person with disability (PWD) / विकलांगता- (Yes/No)

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10. शैक्षणिक योग्यता / Educational Qualification:-

परीक्षा का नाम / Name of the Examination	विषय / विधा / विशिष्टता / Subject/ Discipline/ Speciality	विश्वविद्यालय / संस्थान / महाविद्यालय / University/ Institute/ College	पाठ्यक्रम को पूर्ण करने की तिथि / Date of completion of course	अंतिम परीक्षा उत्तीर्ण करने का माह तथा वर्ष / Month & Year of Passing final examination	प्राप्तांक / Marks obtained	पाठ्यक्रम की अवधि / Duration of Course
अन्य कोई योग्यता / Any other Qualification						

11. Work Experience(if any):- **applicant should meet mentioned essential teaching and work experience**

Name of the organisation /office	Designation	From	To	Job responsibilities

12. Publications (if any)

13. If selected what period would you require for joining the post: _____

I solemnly affirm that the information furnished above is true and correct in all respects to the best of my knowledge. I have not concealed any information. I undertake that any information furnished herein if found to be incorrect or false, then I shall be liable for action as per rules in force.

Date:-

Place:-

(Signature of Candidate)

Name of Candidate: