

(An Autonomous Institute of the Department of Biotechnology, Govt. of India)
 496, Udyog Vihar Phase III, Gurgaon – 122 016

Drug Discovery Research Centre

Recruitment Notice No: THS/RN/13/2014

RECRUITMENT FOR TECHNICAL POSITIONS

- a) Translational Health Science and Technology Institute (THSTI) is an autonomous Institute of the Department of Biotechnology under the Ministry of Science and Technology, Govt. of India. THSTI is developed as a part of the interdisciplinary NCR Biotech Science Cluster to be located at Faridabad, in the National Capital Region. THSTI is designed to be a dynamic, interactive organization with a mission to conduct innovative translational research and to develop research collaborations across disciplines and professions to translate concepts into tangible products to improve human health. Permanent laboratories of the institute will be coming up in Faridabad shortly. The interim laboratories of the institute are functioning from Gurgaon in Haryana.
- b) THSTI has set up niche centres for research in areas relevant to planned translational work. They are: Vaccine and Infectious Disease Research Centre (VIDRC), Paediatric Biology Centre (PBC), Centre for Biodesign (CBD), Drug Discovery Research Centre (DDRC), Centre of Human Microbial Ecology (CHME), Population Science Research Centre and Policy Centre for Biomedical Research (PCBR). Clinical Development Service Agency (CDSA) and the National Biodesign Alliance (NBA) are THSTI's extramural centres.
- c) This recruitment notice is for DDRC which has been set up as a mission centre of the THSTI to enable the process of drug discovery research in India. It is a multi-disciplinary centre where research activities will span the broad areas of Biology, Chemistry, and Systems Biology.
- d) Applications are invited from suitable candidates for the following positions:

S No.	Name of the post / Pay Band + Grade Pay	Qualifications and experience	Job description	No. of posts and age limit
1.	Technical Officer – II PB-2 (9300-34,800) + GP Rs. 4600	<ul style="list-style-type: none"> Candidate must have a Masters Degree in Business Management with at least three years of experience in managing a biological research laboratory. Familiarity with the 	Perform the functions of lab manager such as coordinate requirements of the research personnel, collate reports, handle communication with	One post; 30 years

		<p>requirements of running a research laboratory is a must.</p> <ul style="list-style-type: none"> • Knowledge of basic computer is must. 	<p>collaborators, and other activities related to facilitating the work at DDRRC</p>	
2	<p>Technical Assistant (Lab)</p> <p>PB-2 (9300-34,800) + GP Rs.4200</p>	<ul style="list-style-type: none"> • Candidate must have a Masters Degree in an area of Life Sciences with at least two years of experience in cell culture techniques. • Experience in maintaining cultures of both adherent and suspension cells will be required. • Should be well versed in basic computer knowledge. 	<p>Maintenance of both adherent and suspension cell cultures, perform experiments analyzing various biochemical and cellular responses</p>	<p>Two posts; 30 years</p>
3.	<p>Lab Technician</p> <p>PB-1 (5200-20200) + GP Rs.2400/-</p>	<ul style="list-style-type: none"> • Candidate must have passed 12th standard • Two years of experience in working in a Biological Research Laboratory will be preferred. • Should be familiar with laboratory procedures in terms of maintaining chemicals and assisting at research work. • Knowledge of basic computers is essential. 	<p>Assist ongoing research work, cleaning and autoclaving of glassware, maintenance of reagent stocks etc.</p>	<p>Two posts; 30 years</p>

e) GENERAL TERMS & CONDITIONS:

1. Appointment will be made on contract initially for a maximum period upto 9th July 2018 with a probation period of one/ two years which may be extended at the discretion of the competent Authority.
2. The pay & allowances are admissible as per the recommendation of the 6th Pay Commission of the Govt. of India. Other benefits include new pension scheme, medical reimbursement, LTC, bonus etc. as per the rules of the institute.
3. All educational, professional and technical qualification should be from a recognized Board/University.
4. The experience requirement specified shall be experience acquired after obtaining the minimum educational qualifications required for the post.

5. Persons working in Govt. or Public Sector undertaking should apply through proper channel or produce 'No Objection Certificate' at the time of Interview.
6. The age limit, qualification, experience and other requirements for the post is relaxable at the discretion of the competent authority, in case of candidates otherwise well qualified. In case candidates are not found suitable for the posts notified, they can be offered lower post on the recommendation of the Selection Committee.
7. Number of positions filled will be as per the need and availability of the suitable candidates.
8. Outstation SC / ST / PH candidates called for the interview will be paid to & from second class railway fare, as per Govt. of India rules on production of the proof of the same.
9. Reservation / Relaxation rules will apply as per Govt. of India provisions.
10. Incomplete applications will stand summarily rejected.
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.
12. Only shortlisted candidates will be called for interview.
13. Positions will be initially based in the THSTI's interim laboratories at Gurgaon/ New Delhi and will be shifted to its permanent campus in Faridabad shortly.
14. Canvassing in any form will be a disqualification.
15. Interested candidates are requested to submit the online application on or before the last date and send the signed hard copy on or before the specified date.

The procedure for online application:

- a. Before filling online application, do keep the following documents handy:
 - i. A soft copy of your passport size photo.
 - ii. A comprehensive CV (PDF format only) containing details of qualification, positions held, professional experience/distinctions etc.
 - iii. Application fee in the form of demand draft for an amount of Rs. 100/- in the favour of "Translational Health Science and Technology Institute" payable at Gurgaon **(SC/ST/Women/PH candidates are exempted from payment of application fees).**
- b. Candidates are requested to use Google Chrome internet browser for best results in submission of online application.

- c. Once online application is submitted, no correction/modification is possible.
- d. In case of difficulty in filling up the online form, please contact admin@thsti.res.in
- e. On successful submission of your application, an auto-generated email containing a reference number will be sent to the email address provided. Please keep a note of the reference number for future correspondence.
- f. Please do the following after submission of online application:
 - i. Take a print out of the application.
 - ii. Please sign the application at the appropriate place and send the signed application with demand draft, CV, self-attested copies of certificates / documents pertaining to educational qualification and experience to reach us on or before the last date at the address given below.

Head - Administration

Translational Health Science and Technology Institute

Plot No. 496, Udyog Vihar, Phase-3, Gurgaon,

Haryana, PIN-122016, INDIA

Please superscribe the post applied for on the envelope.

- g. Please note that application without signature, or those received after due date or incomplete in any other respect will be summarily rejected.
- h. **Important dates:**

Last date for submission of online application	: 26 th Aug, 2014
Last date for receiving the signed hard copy of application at THSTI	: 2 nd Sep, 2014