

**RECRUITMENT NOTICE NO. : THS/RN/18/2021**

**Dated 22<sup>nd</sup> April 2021**

**RECRUITMENT FOR VARIOUS POSITIONS**

1. Translational Health Science and Technology Institute (THSTI) is an autonomous Institute of the Department of Biotechnology, Ministry of Science and Technology, Govt. of India. The institute is an integral part of the interdisciplinary NCR Biotech Science Cluster located at Faridabad, and is designed as a dynamic, interactive organization with the mission to conduct innovative translational research and to develop research collaborations across disciplines and professions to translate concepts into products to improve human health.
2. THSTI has built several inter-institutional collaborations and connectivity with industry supported by well-trained teams of research and laboratory staff. This foundation has helped pursuit of thematic research programmes broadly categorized as, (a) Infectious diseases and Immunology (b) Maternal and child health, (c) Non communicable disease d) Multidisciplinary clinical and translational research. These are strengthened by the four core facilities viz. Small Animal Facility, Data Management Center, Biorepository and Bioassay Laboratory that serve as huge resources for the research programmes of THSTI, and also the National Capital Region Biotech Science Cluster and other academic and industrial partners.
3. This recruitment is to fill up the vacancies of THSTI under the following projects:

Project Code	Project Name
01	Developing broadly neutralizing monoclonal antibody mediated prevention and treatment strategy by assessing their effectiveness in neutralizing HIV-1 subtype C circulating in India across different regions and distinct risk groups. DBT/Wellcome Trust India Alliance funded Team Science Grant project (Lead PI: Dr Jayanta Bhattacharya)
02	Effective and Affordable Flu Vaccines for the World” (INDIGO) This is a Horizon 2020 joint grant between the Department of Biotechnology (Govt of India) and the European Union (EU)
03	Adaptive Molecular Diagnostics (PI : Dr. Bhabatosh Das)

**Educational Qualification and Experience required for the post:**

S. No.	Name of the Post/ No. of Post / Max Monthly emoluments/ Age Limit/ Project Code	Minimum Qualifications & Experience	Desirable Qualification & Experience/Job Responsibilities
1.	<b>Scientific Project Manager</b>  One	PhD in Microbiology /Virology/Immunology/ Biotechnology/Biochemistry or any branch of Life Sciences from a recognized University / Institution with at least 6 years of	<ul style="list-style-type: none"> <li>➤ A clear and up to date understanding on HIV science in addition to emerging infectious disease area.</li> <li>➤ In line with the requirement of the current project, experience and solid understanding in the area of virus</li> </ul>

	<p>Rs. 1,10,000/-</p> <p>45 years</p> <p>Project Code-01</p>	<p>proven experience post PhD working in recognized laboratory with hands on experience in carrying out experiments in the area of virology, molecular biology, mammalian cell culture, protein purification as demonstrated by at least not less than three publications as first author in peer reviewed journals. Must have demonstrated experience working and managing multiple scientific projects working with inter and intra-institution multi-disciplinary partners and collaborators.</p>	<p>surveillance, virus and antibody sequencing, preparation and characterization of pseudovirus /virus like particles, virus neutralization assay, Single B-cell sorting to cloning of immunoglobulin and preparation of monoclonal antibodies will be plus.</p> <ul style="list-style-type: none"> <li>➤ Proven working experience in project management</li> <li>➤ Excellent external and internal communication skills.</li> <li>➤ Monitoring &amp; coordinating routine activities with partners and collaborators.</li> <li>➤ Capable of independently carrying out scientific experiments in the area of virology and immunology and can train and manage junior researchers.</li> <li>➤ Escalating issues &amp; reporting updates to PI, Project Director &amp; Senior Management.</li> <li>➤ Present scientific data, project proposal in different meetings.</li> <li>➤ Excellent written and verbal communication skills</li> <li>➤ Solid organizational skills including attention to detail and multitasking skills</li> <li>➤ Develop, maintain &amp; review grants, budgets, projects, inventories and database.</li> <li>➤ Monitor study progress and provide status to the team routinely.</li> <li>➤ Strong working knowledge of Microsoft Office</li> <li>➤ Work experience in molecular biology / mammalian cell culture / protein purification / virological assays / immunological assays would be plus.</li> </ul>
<p><b>2.</b></p>	<p><b>Project Assistant</b></p> <p>One</p> <p>Rs. 31,000/-</p> <p>30 years</p> <p>Project Code-02</p>	<p>Graduate degree in Life Sciences or Computer Application or Information Technology with three years of post-qualification experience in project management/ sound knowledge of finance /administrative management.</p> <p>OR</p> <p>Master degree in Life Sciences or Computer Application or Information Technology.</p>	<p>The Project Assistant is expected to facilitate coordination of the multi-partner, multi-institution, consortia projects supported by the department in partnership with the European Union to enable the development of the “Influenza vaccine for the world”. Considering the nature and scale of these projects, an ideal candidate will have following demonstrated qualities:</p> <ul style="list-style-type: none"> <li>➤ Should have training, understanding, and knowledge in broader areas of life sciences/biotechnology</li> </ul>

			<ul style="list-style-type: none"> <li>➤ Organize regular review meetings; make record notes, minutes of the meeting etc.</li> <li>➤ Should be comfortable with managing digital tools eg. virtual meeting platforms, PowerPoint presentations, MS Excel, monitoring dashboards, etc.</li> <li>➤ Manage efficient written and verbal communication with the project partners</li> <li>➤ Keep track of project activities and manage consolidation of scheduled updates on objectives and deliverables</li> <li>➤ Note drafting, budgeting, responses to the financial queries and preparation of sanction orders</li> <li>➤ Preparation of administrative and scientific reports; summarize the information</li> <li>➤ Facilitate communication among the consortium and with the Monitoring cum Expert Committee</li> <li>➤ Excellent time management skills and ability to work under short timelines</li> <li>➤ Ability to learn quickly and efficiently</li> <li>➤ Create online module for monitoring and coordination activities</li> </ul>
<b>3.</b>	<p><b>Lab Technician</b></p> <p>One</p> <p>Rs. 18,000/-</p> <p>30 years</p> <p>Project Code-03</p>	<p>MSc in any branch of Life Science or Chemistry.</p> <p>(Final Year MSc students are also eligible)</p>	<ul style="list-style-type: none"> <li>➤ Good knowledge in Microbiology</li> <li>➤ Ability to learn laboratory methodology quickly and efficiently</li> <li>➤ Preparation of administrative and scientific reports</li> </ul>
<ul style="list-style-type: none"> <li>➤ Last date for receipt of online application : <b>5th May 2021.</b></li> <li>➤ The applications will be scrutinised/shortlisted and processed for further selection.</li> </ul>			

**GENERAL TERMS & CONDITIONS:**

- a) These are short-term positions and extension will be granted subject to satisfactory performance of the incumbents and tenure of the project for which they are selected. Those appointed to these positions will not have any claim for regularization of their employment.

- b) All educational, professional and technical qualification should be from a recognized Board/University.
- c) The experience requirement specified above shall be the experience acquired after obtaining the minimum educational qualifications specified for the post.
- d) Closing date of online application will be the **CRUCIAL DATE** for determining eligibility with regard to age, essential qualification etc.
- e) The age limit, qualification, experience and other requirements may be relaxed at the discretion of the competent authority, in case of candidates who are otherwise suitable. In case candidates are not found suitable for the posts notified, they can be offered lower post / lower emoluments on the recommendation of the Selection Committee.
- f) Age and other relaxations for direct recruits and departmental candidates: 1. By five years for candidates belonging to SC/ST communities. 2. By three years for candidates belonging to OBC communities. 3. For Persons with Benchmark Disabilities (PwBD) falling under the following categories : (i) UR - ten years, ii) OBC - 13 years (iii) SC/ST - 15 4. Age is relaxable for Central Government servants up to five years in accordance with the instructions or orders issued by the Central Government, from time-to-time. 5. There is no upper age limit for the Institute employees who are treated as departmental candidates.
- g) All results will be published on our website and all future communications will be only through email
- h) In case a large number of applications are received, screening will be done to limit the number of candidates to those possessing higher/relevant qualification and experience.
- i) With regard to any provisions not covered in this notification, the bye laws of THSTI / Govt. of India rules / guidelines shall prevail.
- j) Canvassing in any form will be a disqualification

#### **HOW TO APPLY:**

1. **Documents to be kept handy before filling up the online application:** (all the documents except (i) should be in pdf format) :
  - i) A soft copy of your passport size photo and signature. (jpeg/jpg/png format)
  - ii) A comprehensive CV containing details of qualification, positions held, professional experience / distinctions etc.
  - iii) Matriculation certificate (equivalent to 10th Standard) / Mark sheet
  - iv) Intermediate certificate (equivalent to 12th Standard) / Mark sheet
  - v) Graduation/Diploma degree certificate / Mark sheet
  - vi) Post-Graduation degree certificate & Mark sheet (if applicable)
  - vii) PhD degree/certificate (if applicable)
  - viii) Relevant experience certificates (if applicable)
  - ix) Caste / Disability certificate in the format prescribed by the Govt. of India, if applicable
2. **Procedure for filling up online application:**

- i) The eligible and interested candidates may apply online at the Institute's website [www.thsti.res.in/career](http://www.thsti.res.in/career). Applications through any other mode will not be accepted.
- ii) The following will be the step wise procedure-
  - A) Step 1 : Details of applicant
  - B) Step 2 : Uploading of documents
  - C) Step 3 : Payment of application fee
    - The payment can be made by using Debit Card / Credit Card / Internet Banking / UPI.
    - Once payment is made, no correction / modification is possible
    - Candidates are requested to keep a copy of the provisional receipt for future reference.
    - Fee once paid shall not be refunded under any circumstances.
    - Details of fees to be paid are as shown below:

S. No	Applying on direct recruitment	Application fee amount
1.	Unreserved, OBC & EWS candidates	(For S. No. 1) Rs 500/- (For S. No. 2 & 3) Rs 200/-
2.	SC/ST/Women/PwBD	Rs 100/-

D) Step 4 : Submission of application form

- iii) On successful submission of application, an auto-generated email containing the reference number will be sent to the email address provided. Please keep a note of the reference number for future correspondence.
- iv) Candidates are required to keep a printout of the online application form by using the print button on the dashboard for future reference.
- v) Candidates must ensure that he / she fulfils all the eligibility criteria as stipulated in the advertisement. If it is found that he / she does not fulfil the stipulated criteria during the recruitment process, the candidature of the candidate will be cancelled. If the same is noticed after the appointment, the candidate will be terminated following due process.
- vi) Incomplete applications shall be summarily rejected and no correspondence in this regard shall be entertained.
- vii) In case of difficulty in filling up the online form, please send e-mail to [personnel@thsti.res.in](mailto:personnel@thsti.res.in) along with the screenshot of the error displayed (if any).

**“Government strives to have a work force which reflects gender balance and women candidates are encouraged to apply”**

**(M.V.Santo)**  
**Head-Administration**

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