(An Autonomous Institute of the Department of Biotechnology, Govt. of India)
NCR Biotech Science Cluster, 3rd Milestone, Faridabad – Gurugram Expressway, P.O. Box No. 04, Faridabad - 121001

RECRUITMENT NOTICE NO. : THS/RN/27/2022   Dated 10th July 2022

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	Translational Research Program (TRP)
02	Epidemic preparedness through rapid vaccine development: support of Indian vaccine development aligned with the global initiative of the Coalition for Epidemic Preparedness Innovations (CEPI)
03	Studying HIV-1 env diversity and selection of suitable immunogens across India and Africa for informing HIV-1 prevention strategies (IAVI-USAID-ADVANCE grant)

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.	i) Principal Scientist-II Rs. 1,92,000/- 55 years	For Principal Scientist-II MD or M.Tech or equivalent or Ph.D or corresponding degree in any area of Life Sciences/ Medical Sciences from a recognized university with at least seven years of post-qualification	The incumbent will be responsible to: • Perform experiments to solve the three dimensional structure of various Mycobacterium

	OR ii) Principal Scientist-I Rs. 1,50,000/- 55 years Structure Biology Core One post Project Code-01	research experience in the relevant field. <u>For Principal Scientist-I</u> MD or M.Tech or equivalent or Ph.D or corresponding degree in any area of Life Sciences/ Medical Sciences from a recognized university with at least five years of post-qualification research experience in the relevant field.	tuberculosis proteins in complex with various small molecule inhibitors. • Study interaction of small molecules with target proteins using computational methods and biophysical techniques.
2.	i) Principal Scientist-II Rs. 1,92,000/- 55 years OR ii) Principal Scientist-I Rs. 1,50,000/- 55 years Maternal And Child Health One post Project Code-01	<u>For Principal Scientist-II</u> MD/DNB or equivalent or Ph.D or corresponding degree in any area of Life Sciences/ Medical Sciences from a recognized university with at least seven years of post-qualification clinical research experience in the area of maternal and child health. <u>For Principal Scientist-I</u> MD/DNB or equivalent or Ph.D or corresponding degree in any area of Life Sciences/ Medical Sciences from a recognized university with at least five years of post-qualification clinical research experience in the area of maternal and child health.	The Principal Scientist I/II will be required to: • Work on interphase of epidemiology and disease biology in maternal and child health including preterm birth, fetal growth restriction, young infant sepsis and linear growth • Expand the scope of integrative, multi-disciplinary research in maternal and child health by developing innovative research questions and obtaining extramural funding to sustain the programme. • Supervise data collection, coordinate between clinical & laboratory population groups • Conduct data analysis that integrates clinical and biological data from large studies.

| 3. | i) Principal Scientist-II

Rs. 1,92,000/-

55 years

OR

ii) Principal Scientist-I

Rs. 1,50,000/-

55 years

Clinical Development Services Agency (CDSA)

One post

Project Code-01 | <u>For Principal Scientist-II</u>
MD/DNB or MBBS with a Ph.D. from a recognized university with at least seven years (post-qualification) of clinical trials/research experience. Desirable: Industry experience or working in research organizations.

<u>For Principal Scientist-I</u>
MD/DNB or MBBS with a Ph.D. from a recognized university with at least five years (post-qualification) of clinical trials/research experience. Desirable: Industry experience or working in research organizations. | • The incumbent will be responsible to play a vital role as a key resource person/faculty in the Master of Science (MSc) program in Clinical Research with a specialisation in Clinical Trials.
• The candidate should have strong clinical trials/research skills as evident from demonstrated work experiences and will be able to impart theoretical knowledge as well as practical aspects of clinical trials/ research.
• The candidate should be self-driven, able to identify his/her top deliverables and develop high-quality course content with pre-decided stakeholders to achieve results whilst assuming personal responsibility for quality outcomes.
• The candidate should have strong oral and written communication skills, is proficient in taking lectures, and can conduct formative and summative assessment with faculty, etc. |
| 4. | Research Scientist (Data Management Centre)

One post

Rs. 1,00,000/-

40 years

Project Code 01 | Ph.D or corresponding degree in any area of Computer application/ Computer science/ Medical Sciences/ Life Sciences or equivalent from a recognized university with at least one year of post-qualification research experience in the relevant field.
OR
Post graduate degree in Computer application/ Computer science/ Medical Sciences/ Life Sciences or equivalent from a recognized University with atleast six year of post qualification work experience in clinical data science and/ or data management

Essential: | The candidate should have:
• Comprehensive understanding of Best practices for clinical data management and working experience of data sharing and the Data Protection guidance.
• Sound knowledge of SQL and relation database concepts. |

		• Experience of working in a research or healthcare environment • Experience of working across a range of interventional and observational study designs • An understanding of clinical trials methodology • Experience of Electronic Data Management Systems	
5.	Coordination Manager One post Rs. 96,000/- 40 years Project Code 02	PhD in Life Sciences/ Veterinary Science/ Microbiology/ Biotechnology or relevant branch from a recognized University with minimum four years of post qualification experience in the relevant field.	The coordination manager will be responsible for : • Carrying out the coordination functions of the Translational Laboratory (Bioassay Lab) and BSL-3 facilities. He/she will actively engage with the vaccine industries and academia for providing service and collaborations. • Organizing meetings, conferences and training opportunities to support LMIC **capacity building, interacting's** with DCVMNs and strengthening EID preparedness
6.	Senior Technical Officer (Bioassay laboratory) Two posts Rs. 91,000/- 35 years Project Code 02	PG Professional degree in Life Sciences with six years of post-qualification experience in a GLP/NABL-accredited biomedical laboratory dealing with vaccines and biologicals OR PG degree in Life Sciences with seven years of post-qualification experience in a GLP/NABL-accredited biomedical research laboratory dealing with vaccines and biologicals *In the case of PhD candidates, the tenure of PhD will not be considered as post-qualification experience. Essential experience: Animal cell culture, virus isolation, virus neutralization and serological assays.	The incumbent will be responsible for: • To deal with assays for vaccine development and licensure in a GLP setting compliant with Quality Management systems (ISO 17025:2017). • Laboratory management, accreditation processes, standard laboratory safety and procedures in bioassay laboratory. • To train other laboratory staff members, learn new technical skills, perform established assays. • Will contribute towards developing and validating new assays.

		Desirable experience: Knowledge of assay establishment, validation for accreditation and for regulatory clearance of vaccines and diagnostics.	
7.	Technical Officer- II (Bioassay Lab) Two posts Rs. 75,000/- 30 years Project Code- 01 & 02	PG degree in Life Sciences with four years of post-qualification experience in animal cell culture techniques, establishment of assays such as ELISA, molecular assays and virus neutralization assays. OR PG Professional degree in Life Sciences with three years of post-qualification experience in animal cell culture techniques, establishment of assays such as ELISA, molecular assays and virus neutralization assays. Desirable: Experience of working in GLP/NABL-accredited biomedical research laboratories or in a national/international research institute.	The incumbent will be responsible for: • Cell-culture-based assays, virus neutralization assays, molecular and serological assays. • Validation of assays and performance of assays for, regulatory clearance of diagnostics and vaccines.
8.	Technical Officer- II (Bioanalytical Drug Metabolism and Pharmacokinetics) One post Rs. 75,000/- 30 years Project Code- 01	PG degree in Life Sciences with four years of post-qualification experience in the field of LCMS operation and handling in a reputed bioanalytical lab involved in DMPK studies. OR PG Professional degree in Life Sciences with three years of post-qualification experience in the field of LCMS operation and handling in a reputed bioanalytical lab involved in DMPK studies.	Candidate must have prior experience of: • 3 year on LCMS operation and handling including calibrations and day to day trouble shooting in a reputed bioanalytical lab. • 2 years of providing bioanalytical support to pharmacokinetic and drug metabolism as well as drug distribution studies. • Development, validation and qualification of HPLC and LCMS methods for new molecules as well as known drugs for qualitative and quantitative analysis. This includes but not limited to analytical trouble shooting; data generation, compilation, report preparation; Lab note book, record keeping; SOP writing. • Processing biological samples such as plasma, serum, tissues for drug quantification studies using HPLC and LCMS.

9.	Technical Officer- II (Sequencing Facility) One post Rs. 75,000/- 30 years Project Code- 01	PG degree in Life Sciences/Chemistry with four years of post-qualification experience in the relevant field. OR PG Professional degree in Life Sciences with three years of post-qualification experience in the relevant field. Desirable: *Knowledge and experience in Genomics, Genetics, Molecular microbiology* and *DNA sequencing.*	The candidate should have hands-on experience on Genomics and DNA & RNA sequencing.
10.	Technical Officer- II (Data Management Centre) One post Rs. 75,000/- 30 years Project Code - 01	Post graduate degree in Information Technology/Computer Science/ Computer Application with at least four years of relevant post qualification work experience. OR Post graduate professional degree in Information Technology/Computer Science/ Computer Application with at least three years of relevant post qualification work experience OR Graduate degree in Information Technology/Computer Science/ Computer Application with at least six years of relevant post qualification work experience OR Professional graduate degree in Information Technology/Computer Science/ Computer Application with at least five years of relevant post qualification work experience OR Graduate in any discipline with one year diploma in computers and at least ten years of relevant post qualification work experience	The incumbent should have skill and ability to develop data management plan, CRF filling guidelines , design CRFs, program basic data quality checks in database He/She will also be required to: • Receive CRFs from the clinical team, maintain accountability of received CRF pages and ensure accurate data entry into database • Run data quality checks for the database, generate queries and query resolution within timelines. • Write DM SOPs in accordance with best practice data management and ICH-GCP guidelines

11.	Lab Manager
	
	One post
	
	Rs. 65,000/-
	
	35 years
	
	Project Code- 03
		Master's degree in Biological Sciences or equivalent from a recognized University with minimum two years of post-qualification experience in the relevant field.	The incumbent will be responsible for:
			• Laboratory leadership and communication conduit:
			  o Effective decision making on lab operations that takes into consideration lab feedback and diverse work streams
			  o Serve as point of contact for external academic and nonacademic/sales inquiries

			o Point of contact to collaborate with THSTI administration department
			
			• Laboratory operations and management:
			  o Arrange, monitor, and document inbound/outbound shipments from the laboratory; ensure documentation (permits, MTAs, etc.) are completed prior to shipment and update corresponding inventories
			  o Management of general supplies and reagent inventories resulting in consistent availability of general supplies/reagents, appropriate forecasting of supplies/reagent needs, and disposal of used or poor-quality supplies/reagents
			  o Oversight of general lab upkeep (e.g., lab cleanliness, freezer defrosting, etc.)
			
			• Equipment and asset management:
			  o Arrange preventative maintenance and service calls for all equipment; serve as point of contact for all field service engineers
			  o Maintain inventory of equipment and service contracts;
			  o Organize trainings for the use of equipment
			  o Manage logs of equipment use and provide oversight for proper use of equipment and equitable access
			
			Qualifications/skills:

			• Strong organizational and time management skills are required.
			• Excellent verbal, written, and presentation skills are required.
			• Excellent attention to detail is required.
			• Ability to maintain confidential information is required.
			• Proficiency in MS Office Package – especially Outlook (email/calendar), Microsoft Word, Microsoft Excel (tracking changes/legal black line), PowerPoint, Teams, and SharePoint is required.
			• Strong interpersonal skills and the ability to work collaboratively with colleagues
			• Experience supporting remote staff is highly desirable.
			• Proactive approach to problem-solving and strong decision-making skills is required.
			• Strong work ethic with emphasis on accountability and interpersonal skills is required.
			• Cultural sensitivity and respect for diverse colleagues is required.
			• Proficiency with MS Office suite is required.
			• Intermediate knowledge of virology or microbiology is highly desirable.
			• Knowledge and experience with working in BSL2 conditions with potentially infectious samples is highly desirable.
			• If necessary ability to work collaboratively with colleagues at all levels Excellent organizational and attention to detail oriented are required.
			• Experience in following and writing SOPs or laboratory protocols and related laboratory documentation is highly desirable.
			• Manage calendars, including scheduling global in-person

			and virtual meetings with internal and external parties.
			• Manage international and domestic travel and develop detailed itineraries.
			• Support development and management of departmental budgets.
			• Manage logistics for in-person or virtual meetings with internal and external parties.
			• Complete routine administrative tasks (copies, fax, supplies).
			• Manage departmental meetings (agendas and minutes).
			• Assist in the management of consultants: process contracts, manage consultancy budgets, invoices, and expense reimbursements.
			• Maintain electronic and hard copy files of communications
12.	Management Assistant Three posts Rs. 60,000/- 30 years Project Code- 01 & 02	Graduate in any discipline / Post Graduate Degree or Diploma in Management or equivalent from a recognised University with minimum **5/3 years' of relevant** work experience preferably in a Govt. / PSU / CAB / Corporate office of large Public Limited Company.	• Dealing in Personnel & Administration/ Stores & Purchase/ Finance & Accounts/Academic Matters. • Knowledge of Government Rules and Regulations and working in computerized environment
➢ Last date for receipt of online application : 25th July 2022. ➢ The applications will be scrutinised/shortlisted and processed for further selection.			

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. 6. For Ex-servicemen upto the extent of service rendered in defence forces (Army, Navy & Air force) plus 3 years provided they have put in a minimum of 6 months attested service.

g) All results/notifications will only be published on our website. Therefore, the candidates should visit THSTI website regularly.

h) All communications will only be made through email.

i) 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.

j) The no. of vacancy indicated above may change subjected to the actual requirement at the time of Written test/skill test/interview.

k) With regard to any provisions not covered in this notification, the bye laws of THSTI / Govt. of India rules / guidelines shall prevail.

l) Canvassing wrong 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. 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 forfuture 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	Rs 590/-
2.	SC/ST/Women/PwBD	Rs 118/-

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 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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