

(An Autonomous Institute of the Department of Biotechnology, Govt. of India)

NCR Biotech Science Cluster, 3<sup>rd</sup> Milestone, Faridabad – Gurugram Expressway, P.O. Box No. 04, Faridabad - 121001

**Recruitment notice no.: THS-C/RN/11/2023**

**Dated: 27<sup>th</sup> June 2023**

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 which can be broadly categorized as, (a) Infectious diseases and Immunology (b) Maternal and Child Health, (c) Non-communicable disease (d) Multidisciplinary clinical and translational research. These will be strengthened by four core facilities viz. Small Animal Facility, Data Management Centre, Biorepository and Bioassay Laboratory that will serve not only the research programmes of THSTI, but also the National Capital Region Biotech Science Cluster and other academic and industrial partners.
3. This recruitment is to fill up the vacancies for project positions at Clinical Development Services Agency (CDSA) center. CDSA is a niche center of THSTI established to facilitate development of affordable healthcare products for public health diseases. It is the only public Centre in the country created with a mandate to support and nurture cost-effective, high quality, not-for-profit technology-based preclinical and clinical product development as well as support clinical research conducted by public agencies. It works towards development of an eco-system for training and learning and work with public sector institutions, and small and medium enterprises (SME) to translate innovative technologies into medical products for public good.  
The main objectives of CDSA are:
  - a) As an academic Clinical Research Unit, to undertake & provide end -to- end clinical study support for investigators and SMEs in study planning, set up, conduct: project management, monitoring, data management, safety reporting, analysis and report writing
  - b) Build research capacity and capability through high quality training in the area of clinical development/trials and regulation
  - c) Support and strengthen clinical research environment in the country
  - d) Regulatory science and policy support: provide tools and approaches to support researchers, regulators, health policy makers & industry

Applications are invited from eligible candidates to fill up the following positions:

1.	<b>Name of the post</b>	<b>Head Training</b>
	<b>Number of posts</b>	<b>One post</b>
	<b>Monthly Emoluments</b>	Up to Rs. 1,65,000/-
	<b>Age</b>	50 Years
	<b>Duration</b>	One Year
	<b>Minimum Educational Qualification and Experience</b>	<p><b>Essential Qualifications and Experience:</b></p> <p>MD/ PhD in life sciences or related discipline from a recognized university with at least 5 years of post-qualification work experience</p> <p style="text-align: center;">OR</p> <p>MBBS with MPH or BDS with MPH from a recognized university with at least 7 years of post-qualification work experience</p> <p style="text-align: center;">OR</p> <p>MBBS or BDS or MSc in life sciences or related discipline from a recognized university with at least 8 years of of post-qualification work experience</p> <p><b>Work experience</b></p> <ul style="list-style-type: none"> <li>• Demonstrated experience and capability in planning and coordinating academic course(s) at the post-graduate level</li> <li>• Experience in developing course content, training material, etc. for professional courses and/ or trainings</li> <li>• Proven competency and experience in developing online resources in clinical research</li> <li>• Working knowledge of relevant national and international guidelines and regulations</li> <li>• Demonstrated experience in developing online and/ or offline resources for clinical research in India</li> <li>• Demonstrated experience in management and coordination of multi-stakeholder projects</li> </ul> <p><b>Desirable experience:</b></p> <ul style="list-style-type: none"> <li>• Working knowledge of design, development, and execution of high-quality training programs</li> <li>• Experience in clinical research</li> <li>• Experience in initiating scientific/medical education or training programs will be useful</li> <li>• Experience of managing an online platform in clinical research, will be useful .</li> </ul>

<p><b>Job profile</b></p>	<p>This position is responsible for taking lead during the planning and conduct of the M.Sc. Clinical Research Course offered by THSTI and other such courses. The position will report to Principal Scientist II-Training.</p> <p>The role and responsibilities of this position are described in detail below:</p> <p><b>A. Leadership and strategy</b></p> <ul style="list-style-type: none"> <li>• Provide support to the senior management in development of overall strategy</li> <li>• Contribute to the development of programs for capacity and capability building in area of clinical development and translational research as per the national mandate and as guided by the senior management</li> <li>• Lead on drafting relevant training-related policies and standard operating procedures.</li> <li>• Develop and implement strategies for the design, development, and conduct of the M.Sc. Clinical Research (specialization in Clinical Trials) programme, ensuring the highest standard of delivery and quality</li> <li>• Develop and implement strategies for evaluating the M.Sc. course and its impact</li> <li>• Act on behalf of CDSA-THSTI for M.Sc. Clinical Research-related activities, meeting with internal and external partners (academic, industry collaborations, vendors, regulators, etc.)</li> <li>• Ensure consistent application of core CDSA-THSTI policies and operating procedures, across all the deliverables</li> <li>• Continually review, improve, and respond to all the changes necessary to uplift the quality standards of the M.Sc. course</li> <li>• Implement new and innovative approaches to conduct the M.Sc. course</li> <li>• Participate in workshops to learn about various methodologies and assessment methods related to the conduct of a professional, post-graduate course, thereby contributing towards its continued improvement</li> <li>• With the Head Services, oversee and/ draft Agreements, Memorandums of Understanding (MoUs), or other documents related to the M.Sc. course</li> <li>• Contribute as a resource person in key areas of clinical development like current ethical and regulatory requirements for conducting clinical trials in India, Good Clinical Practice, etc., and represent CDSA-THSTI in national &amp; international forums</li> <li>• Ensure the dissemination of information for CDSA-THSTI staff on the CDSCO/ ICMR Clinical Trials Regulations and its implications, regulatory requirements, research governance and Good Clinical Practice (GCP)</li> </ul> <p><b>B. Building the Clinical Research Ecosystem</b></p> <ul style="list-style-type: none"> <li>• Contribute to the development of online and offline resources for clinical research in India, at CDSA-THSTI</li> </ul>
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		<ul style="list-style-type: none"> <li>• Ensure the maintenance and updates of all existing resources on clinical research, developed by CDSA-THSTI</li> <li>• Contribute towards the development and enhancement of online platforms offered by CDSA-THSTI, for clinical research in India</li> </ul> <p><b>C. Technical/ Academic</b></p> <ul style="list-style-type: none"> <li>• Contribute as a resource person and steer the Master of Science (M.Sc.) in Clinical Research with a specialization in clinical trials program</li> <li>• Support PSII-Training on the development and conduct of the M.Sc. Clinical Research Programme at THSTI</li> <li>• Provide strategic planning for the M.Sc. course and set program goals and objectives</li> <li>• Work with various stakeholders to ensure timely delivery</li> <li>• Contribute to course content</li> <li>• Oversee the development of course guide/s, resource materials, etc. required for the M.Sc. course</li> <li>• Contribute towards the sustainability of the courses offered</li> <li>• Work with other internal departments on their requirements as and when required</li> </ul> <p><b>D. Administrative</b></p> <ul style="list-style-type: none"> <li>• Communicate to the senior management regarding needs or performance issues</li> <li>• Participate in performance evaluation reviews for direct reports, if required</li> <li>• Participate in the recruitment and hiring process, if required</li> <li>• Other responsibilities assigned by management</li> </ul> <p><b>E. Financial</b></p> <ul style="list-style-type: none"> <li>• Review budget forecasts and management reports for the M.Sc. Course.</li> <li>• Contribute to budget preparation for the M.Sc. Course and other department needs, if required</li> </ul>
<p><b>Interested candidates fulfilling the criteria as mentioned above may walk-in for written test/skill test/interview on 11<sup>th</sup> July 2023 at 11:00 am at THSTI, NCR Biotech Science Cluster, 3<sup>rd</sup> Milestone, Faridabad-Gurugram Expressway, Faridabad - 121001</b></p>		

**GENERAL TERMS & CONDITIONS: -**

- a) The positions will be hired initially for a period of one year with a probation period of six months. The 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) Candidates working in Govt. / PSUs / autonomous bodies should apply through proper channel or produce a relevant 'No Objection Certificate' while appearing in the selection process failing which their candidature will be cancelled.
- e) The candidates should bring one set of latest CV/ resume , copies of educational qualification and experience certificates and a passport size photo.
- f) The positions to be hired, 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.
- g) 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.
- h) All results will be published on our website and all future communications will be only through email
- 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 wrong in any form will be a disqualification.

**“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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