

Inviting applications for contractual engagement of Research Associate (RA) in the Program Management Unit under the Pharmacovigilance Program for Ayurveda, Siddha, Unani & Homeopathy Drugs and engagement of Senior Research Fellow (SRF) for Journal Office at All India Institute of Ayurveda, New Delhi.

Applications are hereby invited from interested persons for contractual engagement of Project staff in the Program Management Unit under the Pharmacovigilance Program for Ayurveda, Siddha, Unani & Homeopathy Drugs and engagement of Senior Research Fellow (SRF) for Journal Office at All India Institute of Ayurveda, New Delhi

Appointments to the above posts will initially be made for ***one year***, which may be further extended on mutual consent and based upon the satisfactory performance of the incumbent. The institute, however, reserves the right of termination of services of the appointee forthwith or before the expiry of the stipulated period without assigning any reason. The Terms of Reference for the above posts are as follows:

Name of the Post	Qualifications:	Responsibilities:	Salary:
<p>Research Associate</p> <p>Nos. 01</p> <p>At Pharmacovigilance Program</p>	<ul style="list-style-type: none"> • Ph.D. in the concerned subject of AYUSH specialities OR • Post-Graduation in Ayurveda/Unani /Siddha /Homoeopathy OR • Degree qualification in (A/S/U/H stream) with a minimum of 3 years of research experience i.e., having worked for any Research project funded by the Ministry of AYUSH, ICMR, CSIR, DST or equivalent organization and a minimum of 01 paper in an indexed peer-reviewed journal. <p><u>Desirable:</u></p> <ul style="list-style-type: none"> • Preference will be given to the person having working experience in Central Sector Scheme in AYUSH/ Health Sector. <p><u>Age Limit:</u></p> <ul style="list-style-type: none"> • Upto 40 yrs 	<ul style="list-style-type: none"> • To coordinate & liaison with the nodal officers of the Peripheral Pharmacovigilance Centres (PPvCs); the Intermediary Pharmacovigilance Centres (IPvCs), the Program Management unit at Ministry of Ayush, New Delhi and other stakeholders for smooth implementation of the program. • To update and provide regular status reports of the program as desired. • Other related activities assigned from time to time. 	<p>Rs. 58,000/- per month + HRA as admissible</p>

<p>Senior Research Fellow</p> <p>Nos. 01</p> <p>At Journal Office</p>	<ul style="list-style-type: none"> • Holding MD (Ayu) or BAMS or MSc (Life Sciences or Ayurveda Medicinal Plants) or M Pharma (Ayurveda) from a recognized university. • Person with working knowledge of MS Office. <p><u>Desirables:</u></p> <ul style="list-style-type: none"> • Basic knowledge in publishing and Publications • Basic knowledge of computers • Capable of online management of journals • Experience in handling projects and related matters • At least one publication in credit in reputed Journals • English conversation skills <p><u>Age Limit:</u></p> <ul style="list-style-type: none"> • Upto 40 yrs 	<ul style="list-style-type: none"> • Assist Research Associate in related activities • Online / Offline management of journal • Communicating in between the authority and authors • Associate in different phases of articles • Article transactions • Helping in technical editing and language check of articles 	<p>Rs. 42,000/- per month + HRA as admissible</p>
--	--	---	---

Other Conditions:

- Six days a week work schedule will be applicable
- The assignment is on a full-time basis and he/she has to ensure to attend the office on all working days and on holidays if required on account of exigencies of work for which no additional remuneration will be paid.
- The appointee is required to give an undertaking to the effect that he/she will obey all the rules and conditions of the Institute during the period of service.
- The appointee is required to perform the duties and responsibilities expected by the authority and to perform all the duties assigned to him/her at regular intervals.
- Tax deduction at source: The Income Tax or any Tax liable to the deducted as per the prevalent rules.
- His/ her appointment on a contract basis will not confer any claim for further appointment or regularization to any post in the Institute.

- He/ She shall not utilize/publish/discard any part of the data or statistic or proceeding or information collected for the purpose of this assignment to any third party without the consent of the organization.
- If, the appointee wishes to resign; one month's notice is required.
- He/ She shall be bound to hand over entire records of assignment to the institute before the expiry of the contract.
- On appointment, He/ She must sign a Non-Disclosure Undertaking of the institute.

Leave: As per the norms of All India Institute of Ayurveda, New Delhi.

Allowance: No TA/DA, no transport, mobile or medical allowances shall be admissible.

Selection Procedure: A Selection Committee shall be formed to make selection after following due procedures.

Interested persons may attend the *walk-in-interview* scheduled on **06.08.2024 at 11:00 AM** at **All India Institute of Ayurveda** along with their resume, original certificates and certified copies of all relevant documents in the enclosed application form.

Reporting time: 10.00 to 11.30 AM

Annexure-1**APPLICATION FORM**

Recent Color
Passport Size
Photograph

i. **Name of post applied for:** _____

ii. **Name of the candidate:** _____

iii. **Address for communication with telephone number & email:**

iv. **Date of birth and present age:** _____

v. **Educational qualifications:** (additional sheets can be added if needed)

	Qualification	Board / University	Year of Passing	Max. Marks	Marks obtained	Percentage

vi. **Details of employment:** (additional sheets can be added if needed)

	Post held	Organization / Deptt.	From	To	Nature of duties performed

vii. **Any other relevant information:** (add separate sheets, in case needed)

Date:

Signature of applicant