



Translational Health Science and Technology Institute

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

Centre for Human Microbial Ecology

RECRUITMENT FOR SCIENTIFIC, TECHNICAL AND ADMINISTRATIVE POSITIONS

Recruitment Notice No. THS / RN /13 / 2013

The Department of Biotechnology (DBT), Ministry of Science & Technology (Government of India) has established the Translational Health Science and Technology Institute (THSTI), an autonomous institution, as a part of the interdisciplinary Biotech Science Cluster at Faridabad in the National Capital Region. The permanent campus and buildings of THSTI are coming up at Faridabad and will be completed within one year. The Institute is currently functioning from interim facilities in Gurgaon. The institution is designed with a mission to conduct innovative translational research. THSTI is organized into several niche centres based on their research focus viz Vaccine and Infectious Disease Research Centre (VIDRC), Pediatric Biology Centre (PBC), Centre for Biodesign & Diagnostics (CBD), Clinical Development Services Agency (CDSA), Policy Centre for Biomedical Research (PCBR), Centre for Human Microbial Ecology (CHME) and Drug Discovery Research Centre (DDRC).

This recruitment notice is for the Centre for Human Microbial Ecology (CHME). The vision of this centre is to understand the dynamics of human microbiome and its influence on various clinical outcomes such as prematurity, malnourishment and response to vaccinations. Its aim is to harness the human microbiome for providing knowledge-based solutions for public health. The mission of CHME is to create a multi-disciplinary research centre designed to conduct basic, clinical and translational research on the role of the human microbiome in health and disease.

Applications are invited from suitable candidates for the following positions:

Sl. No.	Name of the post / Pay Band + Grade Pay No. of positions	Qualification and experience	Job description	Age limit
01	Technical Officer-II 9300-34800 + 4600 One	a) <u>Qualification:</u> MTech or equivalent with three years of relevant experience or MSc or equivalent with four years of relevant experience or BTech or equivalent with five years of relevant experience b) <u>Experience:</u> <ul style="list-style-type: none">Expertise in first generation and second generation DNA sequencing technology Quantitative and semi quantitative PCR, 2D gel electrophoresis, High performance liquid chromatography (HPLC), Thin Layer Chromatography (TLC)	Assisting faculty in planning and carrying out various R&D activities.	30 years

		<ul style="list-style-type: none"> On cloning, expression and purification of recombinant proteins maintenance of bacterial culture <p>c) Desirable: Candidates with first class academic record throughout their career and academic background in microbiology</p>		
02	Technical Assistant (Lab) 9300-34800+4200 One	<p>MSc in Chemistry, Biochemistry or any other area of Life Sciences with at least one year of relevant experience in the following fields:</p> <ul style="list-style-type: none"> Basic techniques in molecular biology(genomic and plasmid DNA isolation, gel electrophoresis, polymerase chain reaction, spectrophotometry, column chromatography) Maintenance of bacterial cells MS Word, Excel, PowerPoint, Adobe Photoshop and other commonly used web-based bioinformatics tools. 	The candidate will be part of the team performing state of the art molecular biology, immunology, virology, bioinformatics and recombinant protein expression, production, purification and characterization.	30 years
03	Lab Technician 5200-20200+2400 Two	<p>BSc in Physics, Chemistry, Biochemistry or any other area of Life Sciences with at least one year of relevant experience in the following fields:</p> <ul style="list-style-type: none"> Basic techniques in molecular biology(genomic and plasmid DNA isolation, gel electrophoresis, polymerase chain reaction, spectrophotometry, column chromatography) Maintenance of bacterial cells MS Word, Excel, PowerPoint, Adobe Photoshop and other commonly used web- based bioinformatics tools. 	The candidate will be part of the team performing state of the art molecular biology, immunology, virology, bioinformatics and recombinant protein expression, production, purification and characterization.	30 years
04	Microbiome Innovation Award Up to Rs. 50,000/- (Consolidated) Two	<p>PhD in any area of modern biology with preference given to those with interest and expertise in Human Microbiology / Infectious diseases.</p> <p>Those who have submitted their PhD thesis are also eligible to apply.</p>	To work in CHME under the mentorship of its faculty.	35 years
05	Executive Secretary Upto Rs. 30,000/- (Consolidated) One	<p>a) <u>Qualification:</u></p> <p>Graduate with proficiency in shorthand (120 wpm) and typing (50 wpm). Candidate should be able to handle word processor and conversant with secretarial practice or passed stenographer's examination conducted by Staff Selection Commission.</p> <p>b) <u>Experience:</u></p> <p>Three years relevant experience in any organization of repute.</p>	Stenographic / secretarial work of senior officers, maintenance of records, files, appointments, liaison work, liaison with administration section, maintenance of performance records of staff, handling confidential documents, preparation of brief of cases to be put up to senior officers.	30 years

GENERAL TERMS & CONDITIONS:

- For the positions under serial no. 01, 02, 03 and 05, appointment will be made on contract initially for a period of 5 years with a probation period of one year that may be extended at the discretion of the competent Authority. For the position under serial no. 04, appointment will be made initially for a period of three years, which may be extended by two more years, subject to satisfactory progress which will be assessed on a yearly review.
- For the positions under serial no. 01, 02 and 03, the pay & allowances are admissible as per the recommendations 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. The positions under serial no. 04 and 05 are on consolidated remuneration.
- Positions will be initially based in the THSTI's interim laboratories and will be shifted to its permanent campus in Faridabad in due course.
- All educational, professional and technical qualification should be from a recognized Board/University.

5. The experience requirement specified shall be experience acquired after obtaining the minimum educational qualifications required for the post.
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 / lower emoluments on the recommendation of the Selection Committee.
7. Persons working in Govt. or Public Sector undertaking should apply through proper channel or produce 'No Objection Certificate' at the time of Interview.
8. Incomplete applications will stand summarily rejected.
9. 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.
10. Only shortlisted candidates will be called for interview.
11. Reservation rules will apply wherever applicable. Outstation SC/ST candidates called for the interview will be paid to & fro second class railway fare, as per Govt. of India rules on production of the proof of the same.
12. Number of positions filled will be as per the need and availability of the suitable candidates.
13. Canvassing in any form will be a disqualification.
14. Interested candidates may apply to the Head-Administration, Translational Health Science and Technology Institute, 496, Udyog Vihar Phase-III, Gurgaon-122016, Haryana, India on a plain paper in the attached format, along with CV, enclosures and 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) on or before **2nd September 2013**.



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APPLICATION FORMAT

RN No.		Affix your recent passport size photograph
POST APPLIED		
FULL NAME		
FATHER'S NAME		
MOTHER'S NAME		
GENDER	MALE [] FEMALE [] (Tick the appropriate box)	
DATE OF BIRTH	DD [] / MM [] / YYYY []	AGE (only years) (as on the last date of receipt of application)
CATEGORY (Tick the appropriate box)	SC [] ST [] OBC [] GEN [] PH [] Ex-Serviceman []	
DETAILS OF APPLICATION FEE	Amount Rs. _____ . DD No. _____ DD dated: _____ Issuing Bank _____	
CORRESPONDENCE ADDRESS	_____ _____	
PERMANENT ADDRESS	_____ _____	
EMAIL ID		
TELEPHONE AND FAX No.		
MOBILE No.		

ACADEMIC / PROFESSIONAL QUALIFICATIONS (Attach extra sheets for more information)

NAME OF EXAMINATION PASSED	DEGREE / DIPLOMA / CERTIFICATE	YEAR OF PASSING	SUBJECTS	BOARD/UNIVERSITY	% OF MARKS (Convert CGPA into % of marks)	DIVISION
SECONDARY						
SENIOR SECONDARY						
GRADUATION						
POST GRADUATION						
OTHERS						

Attach documentary evidence in support of above qualifications.

PAST EXPERIENCE STARTING FROM THE LATEST (Attach separate sheet if required)

DESIGNATION	PERIOD OF EMPLOYMENT		ORGANIZATION	NATURE OF JOB	SALARY
	From (dd/mm/yy)	To (dd/mm/yy)			
<i>Attach documentary evidence in support of above experience.</i>					

I declare that I fulfil the eligibility conditions as per the advertisement and that all the statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect at any stage or not satisfying the eligibility conditions according to the requirements mentioned in the advertisement, my candidature/appointment is liable to be cancelled/terminated.

Place:
Date:

Signature of the candidate