

Advertisement for engagement of 11 (Eleven) Project Posts (on Contract) for Extramural project titled: “Strategies for Enhanced Population Engagement and Health Care Seeking for Prevention and Control of Hypertension and Diabetes in India: The STEPS-INDIA Multi-Centric Study”

No: AIIMS/JMU/STEPS-Project,CM/2025/29

Date: 04.10.2025

Applications are invited from the eligible candidates for various project post purely on a Contractual basis at AIIMS, Vijaypur, Jammu for the ICMR funded National Health Research Priority (NHRP) project titled “Strategies for Enhanced Population Engagement and Health Care Seeking for Prevention and Control of Hypertension and Diabetes in India: The STEPS-INDIA Multi-Centre Study”

Name of the Post: Project Technical Support – III

	Name of the Post	Project Technical Support – III
A	Number of Posts	One
B	Period of contract	The post will be initially for a period of 12 months extendable based upon candidates’ performance, requirement in project and availability of budget’
C	Maximum age limit	35 years (as on the last date of advertisement)
D	Qualification	Essential: Three years Graduate in social sciences/social work/ public policy and administration/Community health/public health/Sociology /Medical or Allied Sciences + three years’ work experience or PG in relevant subject/field. Desirable: Previous experience in community-based intervention trials or involved in interventions related to health promotion
E	Consolidated Salary (per month)	1st Year Rs 28000 + 10% HRA = Rs 30800/-
F	Job responsibilities	Project Technical Support III will perform and supervise the field activities of the project. He/She will 1. Conduct health facility assessments and other field level data collection 2. Facilitate data collection during formative research phase, and transcribe and he interviews/discussions. 3. Conduct and handhold community engagement activities during the trial phase including facilitating meetings. 4. Supervise baseline and follow-up data collection activities for ensuring data integrity and quality assurance. 5. Be involved in identifying community champions and mobilizing community resources as part of complex intervention package. 6. Perform any other work assigned by the PI/ Co-PI/ Supervisory officers
G	Expected period of joining	(Tentative) 4th week of October, 2025.

	Name of the Post	Project Technical Support – II
A	Number of Posts	Ten (UR-06, OBC-02, SC-01, EWS-01)
B	Period of contract	The post will be initially for a period of 12 months extendable based upon on candidates’ performance, requirement in project and availability of budget.
C	Maximum age limit	30 years (as on the last date of advertisement)
D	Qualification	Essential:

		3-year Graduate degree in relevant subject/field (Social Sciences/Social work/Sociology/Public Policy and administration/Community Health/Public Health/ Medical or Allied Sciences + two years' experience in relevant subject/field. Desirable: Previous experience in community-based intervention trials or involved in interventions related to health promotion.
E	Consolidated Salary (per month)	1st Year & 2nd Year Rs 20,000 + 10% HRA = Rs 22,000/-
F	Job responsibilities	Key Responsibilities <ol style="list-style-type: none"> 1. Conduct health facility assessments and community-level surveys. 2. Conduct data collection including transcription and translation of interviews/discussions. 3. Organize and facilitate community engagement activities and meetings during the trial phase. 4. Identify and mobilize community champions and local resources for project implementation. 5. Ensure high-quality data management through regular monitoring, verification, and follow-up. 6. Assist in training Community Health Workers, community volunteers, and other stakeholders. 7. Maintain regular communication and coordination with project partners, local health authorities, and community representatives. 8. Prepare field reports, documentation, and contribute to project progress updates. 9. Undertake any other responsibilities assigned by the PI/ Co-PI/ Supervisory officers.
G	Expected period of joining	(Tentative) 4th week of October, 2025.

Note:

(a) All the educational qualifications/certificates shall be from the recognized Board/University.

(b) All the Experience gained shall be preferably from the Govt. Organisations. Experience from reputed National / International Organisations shall also be considered.

(c) Only Experience gained in the relevant field/area, as required for the study of the Project concerned will be considered.

SELECTION PROCESS:

i. The Online application form will be available at the Institute's website, www.aiimsjammu.edu.in, under "Open Jobs". The last date of submission of application from online is 21st October, 2025 (Tuesday) 5pm.

ii. A list of candidates found provisionally eligible will be uploaded on the official website of AIIMS Jammu.

iii. The applicant will be responsible for the authenticity of the information, other documents, and photographs submitted. If the candidate wants to apply for more than one post, a separate application must be submitted for each post.

iv. Mere possession of the prescribed qualifications and experience does not mean that the candidate will be called for an interview. In case of large number of applications, candidates may be shortlisted based on merit needed for the Project.

v. If number of applications for each post exceed 10, then the candidates will be shortlisted. Shortlisting of candidates will be made based on past academic performance, research and public health experience.

vi. The candidates falling in the merit may be called in a ratio of 10:1 for the interview or as decided by the competent authority.

vii. Selection of the shortlisted candidates will be based on scores obtained in the interview

*In case of a tie in the final marks obtained, seniority on the basis of date of birth will be considered for selection. **AIIMS Jammu reserves the right to cancel/modify the recruitment process at any time, at its discretion.** Only shortlisted candidates will be intimated for an interview by a call letter through email. Interviews will be conducted in person at AIIMS Jammu Campus.*

CATEGORY CERTIFICATE: a. Candidates applying under OBC category must possess valid caste certificate. Since the vacancies are being advertised in financial year 2025-26, therefore, valid NCL-OBC certificate must be issued after 01.04.2025. A candidate who submits NCL-OBC certificate issued before 01.04.2025, his/her certificate will be considered as invalid and the candidature as OBC candidate will stand cancelled for this recruitment. Candidates who are not having valid and/or NCL-OBC certificate which has been issued after 01.04.2025 will not be considered against post reserved for OBC category under any circumstance. b. Candidates applying under EWS category must possess valid EWS certificate issued on or after 01 April, 2024. It must be in Hindi/English Language and valid for admission in Central Govt. Institution. As per guidelines, an EWS post is not carried forward or considered as backlog vacancy in case it remains unfilled, therefore candidates from other category may be allowed provisionally to apply for the said post subject to the condition that he/she will be considered for that post as a UR candidate only if EWS category seat is otherwise not filled.

Syllabus for assessment:

The topics of assessment will focus on Non-Communicable Disease Epidemiology, Hypertension, Diabetes, Research Methodology, Basic Epidemiology, and Project Management. In addition, the assessment will include quantitative and qualitative data management, analysis and reporting.

Place of posting: -

Selected candidates are expected to work from AIIMS Vijaypur campus. However, the engaged staff is expected to do extensive travel in Samba district and other study sites/ICMR headquarters in the interest of research work and cross learning from other study sites.

Terms and conditions of appointment: -

1. The appointment is purely on CONTRACT BASIS initially for a period of 12 months with effect from the date of joining which, can be extended depending on candidate's performance, project requirement and availability of fund. If the contract is not extended further, the same will lapse automatically. The appointment can also be terminated at any time, by either side, by giving one month's notice or by paying one month's salary without assigning any reason. Candidates should note that their appointment will be for the Project only, and they will NOT be treated as regular employees of AIIMS Jammu for any purpose.
2. No other/ additional allowances other than the consolidated salary mentioned will be admissible. The appointee shall NOT be entitled to any of the benefits available to other employees of AIIMS Jammu appointed on a regular basis.
3. The appointee shall perform the duties assigned to him/her. The competent authority reserves the right to assign any duty as and when required. No extra/additional allowances will be admissible in case of such assignment.

4. The appointee shall not have any right or claim to an appointment, extension, or absorption in AIIMS Jammu on any post.
5. The appointee shall be on a whole-time appointment for the project concerned, shall not accept any other assignment paid or otherwise, and shall not engage himself/herself in private practice of any kind during the period of the contract.
6. No TA will be admissible for attending the interview and for joining the duties in case of selection.
7. Candidates employed in government or other funded research projects must provide a "No Objection Certificate" from their employer.
8. Leave entitlement of the appointee shall be governed as per ICMR guidelines.
9. If any declaration given or information furnished by him/her is found to be incorrect/false or if he/she is found to have willfully suppressed any material or information, he/she will be liable for removal from service and also such other action as may be deemed necessary by the Competent Authority.
10. If any candidate is found canvassing for his/her selection, he/she will be disqualified from the selection process.
11. The competent authority's decision regarding the candidate selection will be final, and no representations in this regard will be entertained.
12. The final result will be declared on the website of AIIMS Jammu, and the selected candidate will be informed through email.
13. Candidates are advised to regularly visit the AIIMS Jammu website (www.aiimsjammu.edu.in) for updates regarding this recruitment. No separate communication will be sent to the candidates regarding changes in the date and time of the interview.
14. For any queries, contact or write to: Dr Sitikantha Banerjee, Assistant Professor, Department of Community Medicine, AIIMS Vijaypur, Jammu. Email: nhrp.aiimsjammu@gmail.com

Dr Sitikantha Banerjee
Principal Investigator
Assistant Professor
Department of Community Medicine
All India Institute of Medical Sciences, Jammu