**ICMR–National Institute of Malaria Research**

(Indian Council of Medical Research)

Sector-8, Dwarka, New Delhi–110077

Advt.No. NIMR/Admn/P&I/646/2013 Date: 27/08/2019

**Vacancy notification**

Applications are invited for engagement of a full time **Consultant (Publication)** (Scientific/Technical–Non-Medical) purely on contractual basis, for a period of one year (extendable as per suitability and requirement) in the Publication Division of ICMR–National Institute of Malaria Research, New Delhi. Essential details are mentioned below:

**Name of the Post: Consultant (Publication)** (Scientific/Technical–Non-Medical)

**Essential Criteria:**

* Professionals should have Master’s Degree in Life sciences, and
* Documented knowledge of vector borne diseases, print-production and editing/processing of scientific journals; with published papers.

 **OR**

Retired Govt. employees with Grade Pay of `4600/- and above and having at least 20 years’ experience in the required domain/field as mentioned in point 2 above.

**Desirable Criteria:**

* Two years’ experience in editing and processing of scientific journals/publications.
* Diploma or other professional certification in publishing/print-production/writing.
* Good command over English language; knowledge ofpeer-review system, print and production, computer and Adobe applications.

**Work Responsibilities:**

Screening and assignment of manuscripts, editing of accepted manuscripts to be published in the *Journal of Vector Borne Diseases*, copyediting, compilation and editing of annual reports plus other publications of the Institute and other related works assigned as per the requirements.

**Consolidated Remuneration: `25,000 – 1, 00,000/- per month** depending upon the educational qualifications, relevant experience, last pay drawn and functional requirements.

**Age Limit:** Below **70 years** as on 11/10/2019.

**Application procedure:** The interested candidates/professionals may apply in the prescribed format (**Annexure I**) and send their application along with the self-attested copies of educational qualifications, certificates, experience, and Curriculum Vitae to the **Director, ICMR–National Institute of Malaria Research, Sector-8, Dwarka, New Delhi–110 077**. Envelope should be super-scribed with Post Name. Only the shortlisted candidates will be called for Interview and will be informed through email/phone accordingly. **The last date of receiving the applications is 11/10/2019.**

       Administrative Officer

**Annexure – I**



**ICMR–National Institute of Malaria Research**

(Indian Council of Medical Research)

Sector-8, Dwarka, New Delhi–110 077

Last date: 11/10/2019

**Application Form for the post of Consultant (Publication)**

|  |
| --- |
| Pasterecent colourPassport sizephotograph |

1. Full Name (in capital) : ………………………………………………………………………………

2. Father’s/Husband’s name : ………………………………………………………………………………

3. Date of birth : ………………………………………………………………………………

4. Age as on 11/10/2019 : ………………………Y……………………M………………………D

5. Nationality : ………………………………………………………………………………

6. Address for correspondence : ……………………………………………………………………………………………………………………………

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E‐mail : ………………………………………………………………………………………..………………………………….

Phone/Mobile No. : ……………………………………………..……… ………………………………………………………

7. Permanent address : ……………………………………………………………………………………………………………………………

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8. Educational/Professional qualifications **Annexure – I**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **S.** **No.** | **Examination****Passed**(Mention Specialization) | **University****or Board** | **Subjects** | **Year of****passing** | **%age** | **Division/Grade** |
| 1. | High School |  |  |  |  |  |
| 2. | Intermediate |  |  |  |  |  |
| 3. | B.Sc. |  |  |  |  |  |
| 4. | M.Sc. |  |  |  |  |  |
| 5. | Ph.D. |  |  |  |  |  |
| 6. | Any other |  |  |  |  |  |

9. Details of previous/present employment

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **S.** **No.** | **Name of the post held** | **Employer/****Organization** | **Pay scale/****Salary/Pension** | **Period** | **Nature of****duties** |
| 1. |  |  |  |  |  |
| 2. |  |  |  |  |  |
| 3. |  |  |  |  |  |
| 4. |  |  |  |  |  |

10. Any other relevant information such as desirable experiences, research papers published, computer skills, training courses attended, *etc*.(Use separate sheets if necessary).

11. Techniques known (related to print and production):

**Declaration**

It is certified that the information provided in this application is true and complete in all respect to the best of my knowledge and belief. If anything is found wrong/incorrect, my candidature can be summarily rejected or cancelled.

2

*Signature* of the candidate

Place:

Date: