



**icmr** | **NIN**  
INDIAN COUNCIL OF  
MEDICAL RESEARCH | NATIONAL INSTITUTE  
OF NUTRITION

आई सी एम आर – राष्ट्रीय पोषण संस्थान  
स्वास्थ्य अनुसंधान विभाग, स्वास्थ्य और परिवार  
कल्याण मंत्रालय, भारत सरकार

ICMR - National Institute of Nutrition  
Department of Health Research, Ministry of Health  
and Family Welfare, Government of India

Advt. No. 61/Projects/MAY/2022

Date: 31.5.2022

**WALK-IN- INTERVIEW  
(NOTIFICATION)**

Applications are invited from eligible candidates for the following posts in the project entitled "Let's fix our food E-dialogues" funded by UNICEF at this Institute. Applications will be received from the individuals by hand on the date of Walk-in-interview between **9:30 A.M. and 10:30 A.M.** at ICMR - National Institute of Nutrition, Hyderabad. The candidates will not be allowed to enter the Institute after 10:30 A.M. under any circumstances. The Candidates may download the application form from [www.nin.res.in](http://www.nin.res.in) If the candidates are not able to download the application form, the same will be provided to the candidates at the venue on the date of Walk-in-Interview. **Candidates have to bring one set of photocopies of certificates along with all the Original Certificates and also a latest photograph failing which the candidature cannot be considered for Interview.**

After verification of the applications, the names of eligible candidates will be informed on the same day for Walk-in-interview. The candidates have to make their own arrangements for attending the Walk-in-Interview. The applicants are advised to visit the website regularly for any updates and changes in the recruitment process.

Sl. No.	Details	Requirements/ Information
1.	a. Name of the post	Project Co-Ordinator
	b. No. of vacancies	1 Post
	c. Essential Qualifications	MPH/Ph.D or Master's in (Nutrition/Food and Nutrition/Applied Nutrition) with :: <ul style="list-style-type: none"><li>• Minimum 1 year experience after attaining the degree in case of Ph.D.</li><li>• Minimum 4 year's experience in case MPH/Master's in Nutrition/Food and Nutrition/Applied Nutrition).</li></ul>
	d. Desirable	<ul style="list-style-type: none"><li>• Excellent Proficiency in English language.</li><li>• Good analytical skills and strong interpersonal and communication skills.</li><li>• High level of attention to detail and accuracy.</li><li>• Highly committed and self-motivated.</li><li>• Demonstrates willingness to take ownership for the responsibilities of the role.</li><li>• Knowledge of office application like MS Excel, MS Word and Power point.</li></ul>
	e. Nature of duties	<ul style="list-style-type: none"><li>• Organizing scientific sessions for the periodic webinars.</li><li>• Point of contact for program chairs, sessions chairs, Scientific Committee and invited speakers for conference content &amp; for all conference related communications.</li><li>• Be the main point and co-ordinate with scientists.</li><li>• Prepare the technical briefs, document the proceedings.</li><li>• Report Writing.</li></ul>
	f. Age	Not exceeding 50 years.
	g. Cons. pay	Rs.65,000/- per month fixed without any other allowances.
	h. Tenure	Upto 31.12.2022
	i. Place of work	ICMR-NIN, Hyderabad.
	j. Date and Time	<b>10<sup>th</sup> June, 2022 at 10.30 am onwards</b>
	k. Venue	Conference Hall & Committee Room, ICMR-NIN, Hyderabad

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2.	a.	Name of the post	<b>Project Research Scientist-B (Nutrition)</b>	
	b.	No of vacancies	2 Posts (UR)	
	c.	Essential Qualifications	First class Master's degree in Nutrition/Food & Nutrition/Applied Nutrition from a recognized University with 2 years of experience in Teaching Practice Or Community Nutrition or Second Class Master's degree with Ph.D in above subjects from a recognized University	
	d.	Desirable	<ul style="list-style-type: none"> <li>• Knowledge and experience of organizing webinars and community education programme</li> <li>• Excellent Written and Oral Communication skills with fluency in English.</li> <li>• Ability to compare different datasets related to Nutrition and Health status of different population Groups.</li> <li>• Nutrition Education content writing.</li> <li>• Excellent interpersonal skills and Organizational Skills.</li> </ul>	
	e.	Nature of duties	<ul style="list-style-type: none"> <li>• Organizing E-dialogue webinars, Co-ordination and communication with stake holders.</li> <li>• Supporting in conducting e-webinars and dialogues .</li> <li>• Review of Literature.</li> <li>• Support in preparation of position papers.</li> <li>• Nutrition Communication.</li> <li>• Assisting the Project Co-Ordinator in all Project related activities.</li> </ul>	
	f.	Age	Not exceeding 35 years.	
	g.	Consolidated pay	Rs.54,500/- p.m. fixed without any other allowances	
	h.	Tenure	Upto 31.12.2022	
	i.	Place of work	ICMR-NIN, Hyderabad.	
	j.	Date and time	<b>10<sup>th</sup> June, 2022 at 10.30 am onwards</b>	
	k.	Venue	Conference Hall & Committee Room, ICMR-NIN, Hyderabad	
	3.	a.	Name of the posts	<b>Project Administrative Assistant</b>
		b.	No of vacancies	1 Post (UR)
c.		Essential Qualifications	Intermediate with 3 years experience in Admin/Secretarial/Accounts/Computer Assistance or DTP  *B.Com (Computers) degree will be considered as 3 years experience	
d.		Desirable	B.Com (Computers) Degree	
e.		Nature of duties	<ul style="list-style-type: none"> <li>• Assistance in day to day secretarial work, e-mail communication.</li> <li>• Support in conducting Zoom meetings.</li> <li>• Record/File keeping.</li> </ul>	
f.		Age	Not exceeding 30 years.	
g.		Consolidated pay	Rs.20,000/- p.m. fixed without any other allowances	
h.		Tenure	Upto 31.12.2022	
i.		Place of work	ICMR-NIN, Hyderabad.	
j.		Date and time	<b>10<sup>th</sup> June, 2022 at 10.30 am onwards</b>	
k.		Venue	Conference Hall & Committee Room, ICMR-NIN, Hyderabad	

**General Terms and Conditions:**

- 1) The above post(s) is/are on temporary basis only.
2. The number Posts may vary according to the project requirement.
- 3) The Director & Appointing Authority has the right to accept/reject any application without assigning any reason(s) and no correspondence in this matter will be entertained.
- 4) The selected candidates should complete the engagement tenure compulsorily failing which the salary drawn by him/her has to be refunded.
- 5) Since, the posts are temporary; the incumbents selected will have no claim for regular appointment at ICMR-NIN or continuation of his/ her services in any other project.
- 6) Other allowances like CCA, LTC, Medical Claim and PF are not applicable.
- 7) The results of the final selection will be placed on ICMR-NIN and ICMR websites. No intimation will be sent by e-mail or phone.
- 8) The recruited project staff is eligible for leave as per project recruitment rules/guidelines and will have to give an undertaking before joining.
- 9) At the time of joining duty, the candidates should bring all original certificates of educational qualifications (from SSC onwards), **No Objection Certificate from present employer**, Experience, Aadhaar Card, Community and PWD Certificate (if applicable) for availing age relaxation, passport size photograph along with one set of photocopies of the certificates duly attested (can be self attested) for verification.
- 10) The conditions of employment will be the same as that of the project staff on temporary basis.
- 11) Canvassing in any form will lead to disqualification.



Sr. Administrative Officer I/c  
for Director



