



AIIMS Guwahati

Advertisement number: AIIMS/Ghy/Pharma/PS/HTA/11

Dated: 17-7-2026

VACANCY CIRCULAR

All India Institute of Medical Sciences (AIIMS), Guwahati invites applications from qualified and motivated individuals for the Scientist C (Medical/ Non-Medical /Research Officer) position at the Health Technology Assessment in India-Regional Resource Centre (HTAIn-RRC), a prestigious initiative supported by the Department of Health Research, Ministry of Health and Family Welfare, Government of India. The Centre is dedicated to advancing evidence-informed healthcare decision-making and policy by undertaking cutting-edge research in public health, health economics, technology evaluation, cost-effectiveness analysis, and systematic reviews. Selected candidates will be part of a vibrant interdisciplinary team with the aim to contribute through health technology assessment and related fields.

S. No	Details of the post	Number of posts
1	SCIENTIST C (MEDICAL/ NON-MEDICAL /RESEARCH OFFICER)	1

Principal investigator: Dr. Phulen Sarma, Assistant Prof., Pharmacology, AIIMS Guwahat

1. SCIENTIST C (MEDICAL/ NON-MEDICAL /RESEARCH OFFICER):

No. of Post: 1

Job Responsibilities:

- Planning, coordination, implementation, and monitoring of Health Technology Assessment (HTA) projects undertaken by the HTAIn–Regional Resource Centre (RRC).
- Conduct systematic reviews, meta-analyses, network meta-analyses, evidence synthesis, and critical appraisal of scientific literature using internationally accepted methodologies.
- Collect, validate, analyze, and interpret clinical, epidemiological, quality-of-life, costing, and health resource utilization data for HTA studies.
- Contribute to health economic evaluations, including cost-effectiveness analysis, cost-utility analysis, cost-benefit analysis, budget impact analysis, and decision-analytic modelling.
- Preparing study protocols, statistical analysis plans, ethics submissions, technical documents, and project reports in accordance with DHR-HTAIn guidelines.
- Prepare technical reports, policy briefs, evidence summaries, manuscripts, presentations, and other scientific communications for policymakers and stakeholders.
- Coordinate with State Health Departments, Medical Colleges, Government agencies, programme managers, and other stakeholders for topic prioritization, data collection, validation, and implementation of HTA studies.
- Provide scientific and technical support for multicentric research projects, capacity-building initiatives, stakeholder consultations, and policy dialogues undertaken by the HTAIn-RRC.
- Organize and facilitate workshops, training programmes, meetings, expert consultations, and dissemination activities related to HTA and evidence-informed healthcare decision-making.
- Monitor project timelines, milestones, deliverables, budgets, documentation, and compliance with institutional, DHR, and funding agency requirements.
- Present research findings at review meetings, scientific conferences, and national/international forums, and contribute to high-quality peer-reviewed publications.
- Assist in grant writing, proposal development, collaborative research activities, and preparation of funding applications.
- Maintain project records, databases, documentation, and ensure adherence to Good Research Practices, institutional policies, and applicable regulatory requirements.
- Perform any other scientific, technical, academic, or administrative duties assigned by the Principal Investigator, DHR, Co-Principal Investigator, or the HTAIn–Regional Resource Centre in the interest of the project.

Eligibility criteria:

Medical	Non Medical
Essential: • MBBS/BVSc/BDS degree with 3 years' experience in relevant field. Or • MBBS/BVSc/BDS degree + PhD/MPH. Or • MBBS/BVSc/BDS degree + Post graduate degree. AND At least two research publications as first or corresponding author in SCI-indexed journals	Essential: ▪ Post Graduate Degree including the integrated PG degrees in relevant subjects (Public Health, Health Economics, Health technology assessment, Epidemiology, Biostatistics, Pharmaceutical sciences, biotechnology, biomedical engineering, Data Science or other related disciplines) with three years post qualification experience or PhD.

or Scopus Q1 journals. Desirable: • Doctorate (MD/Ph.D.) in the relevant subject (Community Medicine/ Preventive & Social Medicine/ Pediatrics/Medicine/ Tropical Medicine/ Family Medicine/ Epidemiology/ Public Health) from a recognized university. • Proficiency in MS Office, Excel, statistical/programming tools such as R and Python, and HTA related platforms.	▪ At least two research publications as first or corresponding author in SCI-indexed journals or Scopus Q1 journals. Desirable: • Proficiency in MS Office, Excel, statistical/programming tools such as R and Python, and HTA related platforms.
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Salary: Rs 67000 + HRA

Age limit: 40 years

IMPORTANT DATES:

1. **Last date of submission of online form:** 27.7.2026 (6:00pm)
2. **Last date of submission of hard copy:** 28.7.2026 (6.00pm). Applications received after the deadline will not be accepted or entertained. **Hard copy of the application with all supportive documents (self attested) along with filled annexures to be deposited in the security office, medical college building, AIIMS, Guwahati (should be entered in security register)**
3. **Date of Interview & Venue:** 30.7.2026 at 08:00 AM (Tentative date), in Medical College Building, AIIMS Guwahati. **In case of any change, the same will be conveyed to the candidates via notification in the official website of AIIMS Guwahati under recruitment section (Research).**
4. **Mode of Interview:** Physical mode only

APPLICATION INSTRUCTIONS:

Candidates must apply **through both online and offline modes.**

1. **Online Application:** Candidates must submit the online application through the Google Form available at:
<https://docs.google.com/forms/d/e/1FAIpQLScB8a5SXB8I6RV7hbJGrdgTAqykUYPXO036XGbL2gp2eQY3tQ/viewform?usp=publish-editor>
2. **Hard Copy Submission:** A duly signed hard copy of the completed application form along with self-attested copies of all relevant certificates, testimonials, and annexures must be submitted either:
 - By Speed Post/Registered Post to the address of the Principal Investigator mentioned in this advertisement; or
 - By personal submission at the Security Office (Ground Floor), Medical College Building, AIIMS Guwahati, after making the appropriate entry in the Security Register (date and time).

Both online submission and hard copy submission are mandatory. Applications received after the prescribed deadline, incomplete applications, or applications not accompanied by the required supporting documents will be rejected without further correspondence.

Notes:

1. Only short-listed candidates will be eligible for an interview.
2. A written test may be conducted depending on the number of applications received.

3. The post is purely temporary. The Principal Investigator has the right to terminate the tenure with one-month notice and vice versa at any time.
4. Candidates are required to submit the application form duly filled along with one set of photocopies of all certificates. All the original certificates for verification must be brought failing which their candidature cannot be considered
5. Candidates applying for more than one project position should separately apply for each project position and submit hard copy.
6. Application received after the closing date, for whatever reason, is liable to be rejected.
7. Incomplete or Application without supportive documents not submitting hard copy is liable to be rejected.
8. Relevant documents of educational qualification/ specialization/ experience as claimed must be invariably uploaded in online form submission.
9. Those who are already employed/ working under various research schemes and desire to be considered for the post should submit their applications through proper channel to the undersigned with a certificate from the employer that he/she will be relieved immediately, if selected.
10. Once the project duration is completed, the tenure is automatically over for candidate selected for this project.
11. No TA/DA will be provided for attending the interview.
12. Any outside influence, brought in by a candidate or on behalf of the candidate shall disqualify him/her.
13. Since, the project position(s) is / are temporary; the incumbents selected will have no claim for regular appointment at AIIMS, Guwahati or continuation of his / her services in any other project.
14. The recruited project person(s) is / are governed as per ICMR project staff recruitment guidelines and will have to give the **undertakings before joining**.
15. Qualifications should be achieved from recognized Institutions / Universities only.
16. Experience certificate should clearly state the nature of work during the period of employment with dates. Experience in the relevant discipline / field should be from a reputed institution / organization recognized by the relevant authority.
17. **Recommendation Letters (Mandatory):**
A recommendation letter from the most recent employer (for candidates employed in a project, this should preferably be from the Principal Investigator; for others, from the Head of Institution/Department or immediate supervisor, as applicable). A recommendation letter from the Ph.D. guide or Master's guide (whichever corresponds to the highest degree obtained).
18. **Date of Interview / written test may be changed due to administrative reasons.** Hence, candidates are advised to check AIIMS Guwahati website before appearing for Interview / written test.
19. Submission of incorrect or false information shall disqualify the candidature at any stage.
20. Since the project positions are purely on temporary basis, no benefit of Provident Fund, Leave Travel Concession, Medical, etc. will be available to the appointee.
21. No TA / DA will be given for attending Walk-in-interview / written test.
22. Mere fulfilling the essential qualification / experience will not bestow any guarantee of selection.
23. AIIMS, Guwahati retains the liberty to either modify or cancel or publish afresh, this vacancy circular.
24. All guidelines / rules etc., issued from time to time by ICMR will be followed

Short listing Criteria

- i In the first instance, all the candidates who fulfill minimum eligibility in respect of age, educational qualifications and experience (wherever required) shall be short-listed.
- ii All annexure should be submitted as per annexure provided and should be complete
- iii Recommendation letter as mentioned should be submitted from specified concerned authority as mentioned.
- iv If the number of such shortlisted candidates is high and it is not possible to call all of them for interview, then PI shall further shortlist the candidates, on the basis of some suitable short-listing criteria, as may be fixed by PI (May vary from case to case)
- v An MCQ test may be conducted if selected candidate number is high.
- vi Laptop/Tablet, logarithm table, digital diary, mobile phone, smart watch, Bluetooth Devices / earphones / ear buds, other electronic gadgets, text books, notes etc., will not be allowed inside the Examination Hall / Interview

vii The candidates will be selected on the basis of their performance in the written test / interview subject to qualifying the skill test, wherever applicable

Annexures

1. Candidate to submit application form (As per template provided, **Annexure I, no modification allowed**)
2. Candidates who are currently employed in a government institution or engaged in a research project must submit a **No Objection Certificate (NOC)** in the prescribed standard format (**Annexure II**) mentioning the name of HTAIn-RRC, AIIMS Guwahati, duly dated.
3. The NOC must be submitted in **original**, duly signed by the Employer/Principal Investigator (PI), as applicable and as mentioned in the eligibility list, at the time of document verification.
4. Failure to submit the NOC will result in the candidate **not being permitted to appear for the physical interview under any circumstances**.
5. Candidates are required to sign a **self-declaration of physical fitness** in the prescribed standard format (**Annexure III**) at the time of document verification, as the nature of the project involves frequent travel.
6. Candidates are required to sign a **self-declaration (Annexure IV)** stating that there is no pending or ongoing court case against them at the time of document verification.

In case of any query, please email to phulensarma@aiimsguwahati.ac.in

Application Instructions:

Candidates must fill the application form and send a **hard copy** to the address mentioned below.

Health Technology Assessment in India-Regional Resource Center (HTAIn-RRC) AIIMS Guwahati Application for the post of Scientist C

To,

Dr. Phulen Sarma

Assistant Professor, Department of Pharmacology, 2nd Floor, Medical College Building, AIIMS
Guwahati, Changsari, Kamrup, Assam, 781101

From,

Name:

Address:

Phone no:

Email:

Note: Scanned copies of all certificates/credentials for the identity, educational and work experience made above needs to be uploaded in the google form as well as to send in hard copy via post

Annexure I: Application Form for Recruitment at HTAIn-Regional Resource Centre (HTAIn-RRC)

Post Applied For:

☐ Scientist C (Medical/Non-Medical/Research Officer)

1. Personal Information

Name of the candidate (In Block Letters):	
Sex:	
Mother's Name:	
Father's Name:	
Name of the local Guardian & Contact number:	
Permanent address:	
Address for correspondence:	
Mobile Number (with WhatsApp facility):	
Email id:	
Date of Birth: (DD/MM/YYYY)	
Marital status:(Tick)	Married/Unmarried
Nationality	Indian/Other Other (Specify):
AADHAAR Number	

2. Educational Qualifications:

Degree	Name of degree	Year of Passing	University/Institute	Specialization	Marks/Grade	Remarks
Ph.D.						
Masters						
Graduation						
Other						

3. Professional Experience:

Organization/Institute	Position Held	From (MM/YY YY)	To (MM/YY YY)	Responsibilities	Organization/Institute	Position Held

4. Research/Project Experience:

- Publications (Relevant to HTA, Health Economics etc.) with impact factor (clarivate analytics):
 1.
 2.
 3.
- Publications in other domains (apart from those mentioned above) with impact factor (clarivate analytics):
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 -
 -
- Post-doctoral research/teaching experience (if any): _____

2. Technical Skills (Tick as applicable)

- ☐ Proficiency in Microsoft Word, Excel (advanced), VBA
- ☐ Statistical/Programming Tools (Python, R, STATA)
- ☐ Decision-analytic Software (TreeAge)
- ☐ AI/ML Methods for Data Analysis & Modelling
- ☐ Health Costing, Economic Evaluation, Economic Modelling
- ☐ Other skills (Please specify): _____

3. Additional Information (if any)

8. **Experience in HTA/health economics related projects (Describe):**

9. **If selected, what time duration would you require for joining?**_____

10. . Have you been declared unfit by medical/court for appointment in any
Govt. service: Yes/No

If Yes, Mention the reason:_____

11. **All annexures attached?** Yes/No

12. **Declaration**

I hereby declare that all the information provided in this application is true and correct to the best of my knowledge. I understand that my appointment is **co-terminus with the project duration**, and no claim for regular employment shall arise from this project.

- Place: _____
- Date: _____
- Signature of Applicant: _____
- Name of the applicant: _____

Annexure II: No Objection Certificate (NOC)

No Objection Certificate (NOC)

(To be provided on official letterhead of the Institution/Organization)

This is to certify that Mr./Ms./Dr. _____,
S/o / D/o _____, is currently working as
_____ (Designation) in the Department of
_____ at
_____ (Name of Institution/Organization)
since _____ (Date of joining).

This is to state that the undersigned has no objection to the above-mentioned candidate applying for and appearing in the interview for the post of _____ under the project titled _____ at AIIMS, Guwahati.

In the event of selection, the institution/organization has no objection to relieve the candidate as per rules to join the said post.

This certificate is being issued upon the request of the candidate for the purpose of submission at the time of document verification.

Name of PI (As applicable): _____

Designation: _____

Department/Organization: _____

Signature: _____

Official Seal: _____

Date: _____

Place: _____

Annexure III
Self-Declaration of Physical Fitness

I, Mr./Ms./Dr. _____,
S/o / D/o _____,
aged _____ years, residing at _____,
do hereby solemnly declare that:

1. I am physically and medically fit to perform the duties and responsibilities associated with the post for which I have applied.
2. I understand that the project may involve field visits, travel, data collection, laboratory work, or any other project-related activities, and I am willing and able to undertake such duties.
3. To the best of my knowledge, I do not have any physical or medical condition that is likely to substantially impair my ability to safely and efficiently discharge the responsibilities of the post.
4. I undertake to promptly inform the Principal Investigator if, during the tenure of the project, I develop any medical condition that may significantly affect my ability to perform my assigned duties.
5. I understand that AIIMS Guwahati reserves the right to require a medical examination by a competent Medical Board/Medical Officer at any stage of recruitment or during the tenure of the project, if considered necessary.
6. I declare that the information furnished above is true and correct to the best of my knowledge and belief. If any information furnished by me is found to be false, suppressed, or misleading, my candidature/appointment may be cancelled at any stage without prejudice to any other action as permissible under applicable rules.

I make this declaration voluntarily and in good faith.

Signature of Candidate: _____

Name: _____

Date: _____

Place: _____

Annexure IV (Self-Declaration Regarding No Pending/Ongoing Court-Case)

Self-Declaration Regarding No Pending/Ongoing Court Case

I, Mr./Ms./Dr. _____,
S/o / D/o _____,
aged _____ years, resident of _____,
do hereby declare that:

1. I do not have any pending or ongoing court case, criminal or civil, against me in any court of law.
2. I have never been convicted by any court of law. (Modify if required as per policy)
3. I understand that in case any information provided by me is found to be false, incorrect, or concealed, my candidature/appointment shall be liable to cancellation/termination at any stage.

I am making this declaration voluntarily and to the best of my knowledge and belief.

Signature of Candidate: _____

Name of Candidate: _____

Date: _____

Place: _____