



ADR monitoring centre
Department of Pharmacology,
2nd Floor, Medical college building,
अखिल भारतीय आयुर्विज्ञान संस्थान, गुवाहाटी
All India Institute of Medical Sciences, Guwahati
Changsari, Kamrup, Assam, 781101

Advt. No.: AMC/Pharma/AIIMS/Ghy/2024/ 68

Date: 13-6-2024

Advertisement for the Post of Junior Pharmacovigilance Associate on contractual basis – Onsite Recruitment

Applications are invited for **ONE POST** of **Jr. Pharmacovigilance Associate** on **contractual basis** for onsite recruitment to be conducted at Department of Pharmacology, AIIMS, Guwahati, an ADR Monitoring Center under Pharmacovigilance Programme of India.

The essential qualifications, experience consolidated salary are as given below:

Details of Manpower Requirement

Name of the Post: Jr. Pharmacovigilance Associate

Essential Qualification: Master degree in Pharmacy, Clinical Pharmacology, Pharmacy Practice, and Clinical Research.

OR

Pharm. D/ MBBS/BDS from a recognised university/Institute.

Desirable Qualification:

One year experience in drug safety/Pharmacovigilance

Age: Not exceeding 28 years

Salary – ₹ 26,250/- per month (as per PvPI rules)

Job Description:

1. Collection of ADR Reports.
2. Processing of Individual Case Safety Reports (ICSRs) and managing them in VigiFlow.
3. Quality review, Clinical Review & Statistical review of ICSRs in Drug Safety database.
4. Any other work assigned by Competent Authority from time to time.



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Terms and Conditions

1. This is a contractual vacancy under Pharmacovigilance Programme of India at Department of Pharmacology, AIIMS, Guwahati.
2. **Period of engagement:** The tenure* of contract will be for a period up to one year. However, in case the work and conduct of the staff is not found to be satisfactory during the contract tenure, the services may be terminated at any time without assigning any reason thereof.
3. No TA / DA will be paid for attending the interview / written test.
4. Date of written test/interview will be uploaded on the website of AIIMS Guwahati aiimguwahati.ac.in.
5. Candidates will be selected on the basis of interview. However, if there are more number of applications, a written screening test may be conducted and the interview may spill over to the next day.
6. The offer letter & appointment order shall be issued from Indian Pharmacopoeia Commission (IPC) authorized outsourcing agency after the completion of verification from HR IPC & approval from the Competent Authority.
7. The competent authority (Indian Pharmacopoeia Commission, Ghaziabad) reserves all the rights to reject, accept, extend or cancel the post(s) without assigning any reason.
8. The salary will be borne by the authorized manpower agency of Indian Pharmacopoeia Commission.
9. Bring following documents at the time of interview:
 - All original certificates
 - Filled application form
 - One set of self attested photocopy of documents
10. Candidates without original documents and filled application form will not be entertained.



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The applicants who fulfill the above qualifications/eligibility may submit their application in the prescribed format by sending the hard copy of filled application form and self attested copies of the below mentioned necessary documents and sending it to the following address:

How to apply:

- Proof of Date of Birth (10th Mark-sheet)
- Degree Certificate
- Marks Sheets (12th and Degree)
- PG Degree Certificate and Mark Sheets
- Registration Certificate from respective council – as applicable
- Personal identity proof (preferably Aadhaar card)
- Experience certificate (if any)
- Filled application form
- Any certificate deemed important and filled in application form.

Last date for filling the application form is 29/06/2024, 05:00PM.

Schedule of Interview: It will be notified in due course on the website of AIIMS, Guwahati. For any updates, please visit the official website of AIIMS Guwahati aiimsguwahati.ac.in regularly.

For any queries contact or write to:

Dr. Phulen Sarma
Co-ordinator, ADR Monitoing centre,
Assistant Professor,
Department of Pharmacology,
AIIMS Guwahati
phulensarma@aiimsguwahati.ac.in



5. Permanent Address:

State:

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Pin:

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Mobile Number:

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6. Date of Birth with document evidence:

Date	Month	Year

7. Gender:

Male		Female	
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8. Educational Qualification:

Name of Degree	Subjects	University / Institute /College	Year of Passing Final Examination	Percentage



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10. Registration Details from respective council as applicable:

11. Details of clinical/lab/other experience:

12. Work Experience if any:

Earlier professional /work experience	Post held	From	To	Type of work performed

13. Publication details:

1.	
2.	
3.	
4.	
5.	

*you can add additional sheet of paper to add to the same as annexure (annexures are to be properly named).



14. Details of patent (published/granted):

15. Details of projects earlier involved into:

1.	
2.	
3.	
4.	
5.	

*you can add additional sheet of paper to add to the same as annexure (annexures are to be properly named).

16. Why you want to join the ADR monitoring centre, AIIMS Guwahati?

I solemnly affirm that the information furnished above is true and correct in all respects to the best of my knowledge. I have not concealed any information. I undertake that any information furnished herein if found to be incorrect or false, I shall be liable for action as per rules in force.

Date: _____

Place: _____

Name of Candidate: _____

Signature of Candidate: _____