



**Medical Device Adverse Event Monitoring Centre
(MDMC),
&
Regional Training Centre,
AIIMS Guwahati
Under Materiovigilance Program of India (MvPI)**



Ref No: *AIIMS/Ghy/Pharma/MDMC/PS/2025/01*

Date: 15.07.25

VACANCY CIRCULAR

Name of the Post	Salary	Age	Essential Qualification & Experience
Junior Materiovigilance Associate	32,000.00 INR	Not exceeding 28 years	<p>Graduation in Biomedical Engineering/ Clinical Engineering or Master's in Pharmacy or Doctor of Pharmacy (Pharm D).</p> <p>Good Knowledge of Computers.</p> <p>Experience:</p> <p>Minimum 0-1 years' experience in Medical Device Industry, Post Market Surveillance/ Medical Devices/ Quality Assurance/ Regulatory Affairs or Quality Management System.</p>

1. The competent authority (Indian Pharmacopoeia Commission, Ghaziabad) reserves the rights to reject, accept, extend and cancel the appointment without assigning any reason thereof.
2. Period of engagement: The contractual engagement shall be initially for a period of one year which can be extended from time to time based on individual performance or requirement of the department with the approval of competent authority. The engagement can also be terminated any time without giving any reason thereof.
3. 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.
4. The salary will be borne by the authorized manpower agency of Indian Pharmacopoeia Commission.
5. Bring following documents at the time of interview:
All original certificates
Filled application form
One set of self-attested photocopy of documents
Candidates without photocopy of original documents and filled application form will not be entertained.

Job Description:

1. Collection of Medical device associated adverse events and fill the "Medical device adverse event reporting form".
2. Processing of medical device adverse event into ADRMS.
3. Provide training and complying with the objectives of Regional Training Centre, MvPI.



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4. Any other work assigned by Competent Authority from AIIMS Guwahati and IPC time to time.

Application Instructions: Please send the hard copy of the duly filled form along with all the necessary supporting documents to the address mentioned below, following the format specified beneath it:

**APPLICATION FOR THE POST OF JR MATERIOVIGILANCE
ASSOCIATE, MDMC, AIIMS GUWAHATI**

To,
Dr. Phulen Sarma
Co-Ordinator, MDMC
2nd Floor, Medical College Building,
Department of Pharmacology, AIIMS Guwahati
PIN-781101

From,

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Notes:

1. **Last date of receiving hard copy of form in AIIMS Guwahati is 31/07/2025.** Applications received after the due date will not be considered.
2. **Notification of list of eligible candidates:** Will be notified subsequently in the official website of AIIMS Guwahati <https://www.aiimsguwahati.ac.in/>.
3. **Date of interview:** Will be notified subsequently in the official website of AIIMS Guwahati <https://www.aiimsguwahati.ac.in/>.
4. In case the number of candidates is more, a physical written test may precede interview. No TA / DA will be paid for attending the interview / written test. If the number of candidates is more, the interview may spill over to the next day. Candidates will be selected on the basis of interview.
5. Candidates, who are already employed/working should submit their applications through proper channel with NOC from the employer citing that he/she will be relieved immediately, if selected.
6. In case of any query, email it to phulensarma@aiimsguwahati.ac.in with cc to director@aiimsguwahati.ac.in

s/d

Coordinator, MDMC
AIIMS Guwahati.



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**APPLICATION FORM FOR THE POST OF ONE JUNIOR MATERIOVIGILANCE ASSOCIATE
ON CONTRACT BASIS UNDER MATERIOVIGILANCE PROGRAMME OF INDIA AT
“MEDICAL DEVICE ADVERSE EVENT MONITORING CENTRE & REGIONAL
TRAINING CENTRE, AIIMS GUWAHATI.**

Affix Passport Size Self
Attested Colour
Photograph here

Name in block letters:

Father/Husband Name in block letters:

Address for Communication:

State:

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Pin:

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Mobile Number:

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E-mail ID: _____

Permanent Address:

State:

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Pin:

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Mobile Number:

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Date of Birth with document evidence:

Date	Month	Year

Gender:

Male		Female	
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Educational Qualification:

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

Registration Details from respective council as applicable:

Work Experience if any:

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

Details of experience with medical device:

Publication details:

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

Details of patent (published/granted):

Details of projects earlier involved into:

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

Why you want to join the MDMC, 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 here 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:_____