



JAWAHARLAL INSTITUTE OF POSTGRADUATE MEDICAL EDUCATION AND RESEARCH (JIPMER)

Dhanwantri Nagar, Puducherry-6

RESEARCH MANPOWER RECRUITMENT FORMS

REC-02: Advertisement Format

Advt. No.: JIP/PSY/Komet/2026-01

Date: 23.09.2026

Advertisement for Recruitment to Project Posts (on Contract)

Applications are invited from eligible candidates to work on the following post(s) on a contract basis in a research project funded by Indian Council of Medical Research at the Jawaharlal Institute of Postgraduate Medical Education and Research (JIPMER), Puducherry, as per the details below.

Name of post (number)	Project Research Scientist - I (Non - Medical) (Project Manager) – 01 post Project Technical Support-III (Research Assistant) – 02 posts Project Technical Support-III (Data Manager) – 01 post
Likely duration	3 Years
Consolidated remuneration	- Project Research Scientist - I (Non - Medical): ₹67,200/- pm (₹56,000/- + 20% HRA ₹11,200/-) - Project Technical Support-III (Research Assistant): ₹28,000/- + 20% HRA = ₹33,600/- per month - Project Technical Support-III (Data Manager): ₹28,000/- + 20% HRA = ₹33,600/- per month
Project title	A randomized, double-blind, active placebo-controlled trial of efficacy and safety of adjunctive oral ketamine vs oral midazolam in major depressive disorder (KOMET trial)
Funding Agency	ICMR
Project investigator (PI)	Dr Vikas Menon
PI's department	Psychiatry

Nature of work/responsibilities and expectations

Project Research Scientist - I (Non - Medical) (Project Manager)

- Direct and streamline daily trial operations across all participating study centers, ensuring smooth execution of participant recruitment and retention strategies.
- Enforce strict adherence to Standard Operating Procedures (SOPs), monitor trial log filings, and promptly identify and report any protocol deviations or unblinding events directly to the Principal Investigator.
- Perform regular verification of physical Case Report Forms (CRFs) and validate electronic data entries in REDCap to maintain cross-site data integrity.



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- Oversee day-to-day administrative and financial tasks, including bill processing, preparation of project progress reports.
- Lead weekly project meetings, coordinate multi-site communication channels, and serve as the central point of administrative contact for the trial.
- Assist the PI in overall multicentre study coordination and implementation.

Project Technical Support - III (Research Assistant- 02 Posts)

- Lead participant screening, eligibility verification, sending baseline investigations, and obtaining informed consent.
- Conduct all blinded baseline and follow-up clinical assessments per protocol, including safety and efficacy outcome assessments after undergoing training.
- Prepare, reconstitute, and administer study drugs as per study protocol while maintaining blinding integrity.
- Schedule and track patients for treatment visits and outcome evaluation visits and provide phone reminders for the same.
- Accurately record clinical evaluation data into relevant paper CRFs and input details into the electronic CRFs/REDCap database.
- Responsible for maintaining essential study logs.
- Maintain strict blinding integrity.

Project Technical Support - III (Data Manager- 01 Post)

- Travel periodically to partner institutions (including AIIMS Bhubaneswar, KMC Manipal, MGM Mumbai, and NIMHANS Bengaluru) for routine data quality assurance and log auditing. (*Travel Allowance provided as per permitted mode and norms*)
- Manage and validate the multi-site REDCap database, establishing data validation checks to preserve data accuracy.
- Conduct periodic audits of CRFs and source documents across participating centers to clear discrepancies and resolve data queries.
- Ensure full compliance with data security protocols, secure storage of physical/electronic study records, and preparation of periodic recruitment and data quality summaries.

Eligibility Criteria (Qualifications and experience)

Project Research Scientist - I (Non - Medical) (Project Manager – 01 post)

A. Essential:

- Masters in social work or psychology or public health or M.Phil in Clinical Psychology/Psychiatric Social Work
- Good command of Tamil and English—Reading, speaking & writing, preferably typing

B. Desirable:

- Experience in Randomized Controlled Trials (RCTs) and multicentre study coordination
- Experience in statistical software (SPSS/R/Stata or equivalent)
- Proficiency in Microsoft Office (Word, Excel, PowerPoint)
- Experience with REDCap software and data management



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- Experience in preparing periodic study reports/summaries.
- **Maximum Age Limit:** 35 years (as on last date of receipt of applications)

Project Technical Support - III (Research Assistant- 02 Posts)

A. Essential:

- Three-year graduate degree in social work or psychology or public Health or nursing + three Years post qualification experience or Masters in social work or psychology or public health or nursing or M.Phil in Clinical Psychology/Psychiatric Social Work
- Good command of Tamil and English—Reading, speaking & writing, preferably typing

B. Desirable:

- Experience in Randomized Controlled Trials (RCTs) and multicentre study coordination
- Experience in statistical software (SPSS/R/Stata or equivalent)
- Proficiency in Microsoft Office (Word, Excel, PowerPoint)
- Experience with REDCap software and data management
- **Maximum Age Limit:** 35 years (as on last date of receipt of applications)

Project Technical Support - III (Data Manager- 01 Post)

A. Essential:

- Three-year graduate degree in social work or psychology or public Health + three Years post qualification experience or Masters in social work or psychology or public health or M.Phil in Clinical Psychology/Psychiatric Social Work
- Experience in data management and data entry, preferably involving clinical/research data.
- Proficiency in Microsoft Excel and basic data handling.
- Good command of English, including reading, writing and communication.
- Willingness and ability to travel periodically to all participating study centres (as per permitted mode of travel) for data quality assurance, CRF/source-document audits and log auditing.

B. Desirable:

- Prior experience in Randomized Controlled Trials (RCTs), particularly multicentre clinical trials.
- Experience with REDCap database management, including data validation checks and data quality monitoring.
- Experience in CRF and source-document verification, discrepancy resolution and data query management.
- Experience in maintaining data security, confidentiality and secure storage of research records.
- Experience in preparing data quality, recruitment or other periodic study reports/summaries.
- Familiarity with statistical software such as SPSS, R, Stata or equivalent.



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- Experience in multicentre research coordination or monitoring.
- Proficiency in Microsoft Office (Word, Excel and PowerPoint).
- **Maximum Age Limit:** 35 years (as on last date of receipt of applications)

Eligible and interested candidates may email the filled application form (attached), along with CV and supporting documents (scanned in one pdf) to the **Email ID: komet.icmr@gmail.com**

Consideration for “Extramural Project PhD Stream”

This project position may be considered for extramural project PhD stream. Applicants must indicate in their application whether they would be interested in being considered for a PhD position in case it is approved by the Institution in future. Please note that even if you are selected to the post, it does not guarantee that you will be considered as a PhD Scholar. That requires further approval and clearance of an additional written exam and concurrence of the PI after the applicant is selected. (Please refer to JIPMER website PhD guidelines for information in this regard)

Notes:

1. Applications not in the prescribed format will not be processed or accepted.
2. Please mention the name of the post applied for in the email subject line: E.g., “Application for the post of Project Technical Support-III (Research assistant)/Project Research Scientist (project manager)/Project Technical Support-III (Data manager)”.
3. The PDF file should be named as: “*Candidate name_Post-name_year_application*”. e.g. “*James_PTSMI_2026_application* or *James_PRSI_2026_application*”.
4. **The last date for sending complete applications by email is 06.10.2026 (up to 4:30pm). Late applications will not be considered under any circumstances.**

Applicants will be shortlisted based on the details furnished in the application, CV, and the documentary proof provided. The list of eligible candidates will also be displayed on the JIPMER website. The final selection will be based on CV, application, and written test/interview. Please refer to the table below for important dates related to recruitment.

EVALUATION CRITERIA:

After the evaluation of the application form, the recruitment process for provisionally eligible candidates will be as follows:

Project Research Scientist - I (Non - Medical)

A. Written test (60 MCQ questions) (tentative areas)

The written test will cover core methodologies of Randomized Controlled Trials (RCTs); multisite trial coordination and monitoring protocols; GCP guidelines and research ethics; participant recruitment and retention strategies; operational management of unblinding events and protocol deviations; verification frameworks for physical Case Report Forms (CRFs); basic biostatistics and dataset interpretation; and administrative/financial processing for extramural research projects

A. Interview (panel of experts) (tentative areas)

The interview will evaluate leadership and communication strategies for multicentre trial operations; advanced management of blinding integrity and randomisation protocols; ethical



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issues surrounding informed consent, participant confidentiality, and human subject protections; troubleshooting cross-site data discrepancies; preparation of periodic study progress reports and summaries; and standard operating procedure (SOP) enforcement and administrative problem-solving capabilities.

Project Technical Support - III (Research Assistant)

A. Written Test (60 MCQ Questions) (tentative areas)

The written test will cover participant screening methodologies and eligibility verification criteria; the informed consent process and ethical frameworks for patient communication; basic principles of safety and efficacy outcome assessments in clinical trials; standard protocols for blinded administration of study drugs; patient scheduling, tracking, and retention techniques; fundamentals of data entry into paper CRFs and electronic CRFs/REDCap; and essential study log maintenance.

B. Interview (Panel of Experts) (tentative areas)

The interview will evaluate practical execution of blinded baseline and follow-up clinical assessments; strict adherence to blinding integrity during day-to-day participant interaction; empathy, language proficiency, and communication skills in English and Tamil for obtaining informed consent; handling participant compliance and appointment tracking; and accuracy in resolving real-time data capturing issues on the field.

Project Technical Support - III (Data Manager)

A. Written Test (60 MCQ Questions) (tentative areas)

The written test will cover advanced data management principles and data entry workflows for clinical research; multi-site REDCap database structure, programming validation checks, and data query management; techniques for physical and electronic source-document auditing; data security architecture, access controls, and participant confidentiality protocols; Microsoft Excel functionalities; and basic principles of data management within RCTs.

B. Interview (Panel of Experts) (tentative areas)

The interview will evaluate technical competency in designing data validation logic and clearing discrepancies across partner institutions; methods for preparing periodic recruitment summaries and data quality reports; practical familiarity with statistical software packages (SPSS, R, Stata, or equivalent); readiness and strategy for executing periodic data quality assurance audits during institutional travel; and problem-solving skills related to database security breaches or data loss prevention.

TERMS AND CONDITIONS:

1. This position is purely on contract basis for an externally sponsored project, and the person engaged will have no claim to any regular post in JIPMER at any time. Further, the position is only for the duration of the project and based purely on external funding support for the project.
2. Candidates applying for the post of **Data Manager** will be required to Travel to partner institutions (**AIIMS Bhubaneswar, KMC Manipal, MGM Mumbai, and NIMHANS, Bengaluru**) as required for monitoring and data quality



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assurance (*Travel Allowance provided per norms*).

3. The engagement may be extended or curtailed at the discretion of the Project Investigator.
4. Qualification and experience should be in the relevant discipline/field and in a reputed institution/organization. The experience should have been gained *after acquiring the essential qualification*.
5. Qualification, experience, other terms, and conditions may be relaxed/altered at the discretion of the Project Investigator.
6. **Valid email ID and mobile number are compulsory.**
7. Consolidated salary of the post may vary from time to time. No other allowance/facilities other than consolidated salary shall be extended.
8. Submission of wrong or false information at any stage during the process of selection or canvassing of any kind will lead to disqualification or even termination if detected after the person has been engaged.
9. Only shortlisted candidates will be called for a written test and interview. Decision of the Project Investigator will be final. If the number of applications is very large, more stringent criteria than those specified above may be used to determine eligibility.
10. No TA/DA will be paid for attending the interview.
11. Incomplete applications and applications that are not in the prescribed format and those not fulfilling the essential criteria above will be summarily rejected. Candidates may attach their CVs with the application form. ***However, applications with CV alone and without the prescribed format, duly filled in, and certificates will be rejected.***

Interviews for the post may be conducted in person or via videoconferencing, at the discretion of the Principal Investigator. In the latter case, it will be the individual candidate's responsibility to ensure access to a suitable device (computer/ laptop/ mobile) with audio and camera facilities, and an adequate internet connection.

Date and time of written test/interview will be 16.10.2026 (all dates are tentative - 8:30 am onwards; please see below)

Approximate timelines and venues for recruitment (subject to change)	
Application last date	06-10-2026; 4:30 PM
Email ID for applying	komet.icmr@gmail.com
Shortlist published on JIPMER website	09-10-2026
Written test/Interview date and reporting time	16-10-2026; 08:30 AM
Certificate Verification	16-10-2026; 08:45 AM
Written screening test (single response type MCQ)	16-10-2026; 09:30 AM
Venue for written test	Exam hall-1, fourth floor, JIPMER Academic Center Building (near Women and Children's Hospital)
Interview (for those shortlisted after the screening test)	16-10-2026; 1:45 PM
Venue for interview	Seminar room, Dept of Psychiatry, Ground floor, Old hospital building, JIPMER, Puducherry
Announcement of results	19-10-2026



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Expected joining date	21-10-2026
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For further queries, if any, contact PI, Dr. Vikas Menon, on the following email: komet.icmr@gmail.com with subject of the email mentioned as “Enquiries about KOMET TRIAL project recruitment”

Dr. Vikas Menon, (Principal Investigator)
Professor & HOD,
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