No. JIP/Neuro/OVERTURE/2026 Date: 3-8-2026

Advertisement for Recruitment to Project Post (on Contract) as Clinical Trial Coordinator

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

Name of post (number)	Clinical trial coordinator (1)
Likely duration	2 years (August 2026-August 2028)
Consolidated remuneration	Rs 28000 per patient recruitment and follow up (no other allowances are payable)
Project title	A multicenter, open-label, single arm Phase IV study to assess the safety and effectiveness of Ocrelizumab in Multiple Sclerosis Patients (RMS and PPMS) in India-OVERTURE (ML 45008)
Funding Agency	Roche Products India Pvt Ltd.
Project investigator (PI)	Dr. Saranya B Gomathy
PI's department	Neurology

Nature of work/responsibilities and expectations: He/ She will be responsible for managing and coordinating the Clinical Trial-related activities, will be involved in participant recruitment and screening, scheduling the study visits, obtaining informed consent, maintaining study documentation, and ensuring accurate data collection and entry into Electronic Data Capture (EDC). He/she will be monitoring overall study progress, reporting adverse events, and maintaining confidential records.

Eligibility criteria (Qualifications and experience)

A. **Essential:** 1. B.Sc. in Nursing/Life Sciences/Pharmacy/Biotechnology/Clinical Research or allied health sciences from a recognised university.
2. Proficiency in reading, speaking and writing Tamil as the project requires effective communication with patients and facilitating the consenting process**.**
3. Minimum one year of experience in clinical research or clinical trial coordination.

B. **Desirable**: M.Sc**.** in Clinical Research/Life Sciences/Allied Health Sciences or MD Pharmacology with at least 1 year of experience in clinical trials, certification in good clinical practice, experience in industry-sponsored interventional clinical trials, experience in neurology clinical trials, particularly involving multiple sclerosis, neuroimmunology, or biologic therapies.

C. **Maximum Age Limit:** 35 years (as on the last date of receipt of applications) *
***Age relaxation up to 5 years shall be granted to candidates having relevant experience in research as per the ICMR order

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: msoverture@gmail.com.**

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.
3. The PDF file should be named as: ***"Candidate name_Post-name_year_application".*** e.g. "***James_CTC_2026_application".***
4. *The last date for sending complete applications* by email up to **10 pm on 10th August 2026**

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.

EVALUATION CRITERIA:

After the evaluation of the application form, the recruitment process will be as follows:

a. **Written test** *(areas to be covered):*
ICH-GCP guidelines, informed consent, adverse event/SAE reporting, clinical trial documentation, good documentation practices, basic neurology/multiple sclerosis knowledge, MS office and data management.

b. **Interview** *(areas which will be covered)*: Assessment of communication skills, knowledge of clinical trial conduct, ethics and regulatory requirements, documentation skills, professional attitude and motivation to work

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. The engagement may be extended or curtailed at discretion of the Project Investigator.
3. Qualification and experience should be in a relevant discipline/field and in a reputed institution/organization. The experience should have been gained *after acquiring the essential qualification.*
4. Qualification, experience, other terms, and conditions may be relaxed/ altered at the discretion of the Principal Investigator.
5. Valid email ID and mobile number are compulsory.
6. Consolidated salary of the post may vary from time to time. No other allowance/facilities other than consolidated salary shall be extended.
7. 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.
8. Only shortlisted candidates will be called for a written test and/or 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.
9. No TA/DA will be paid for attending the interview.
10. Incomplete applications and applications that are not in the prescribed format and those not fulfilling the essential criteria above are likely to be summarily rejected. Candidates may

attach their CVs with the application form. *However, applications with CV alone and without the prescribed form 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 capabilities, and an adequate internet connection.

The date and time of the walk-in written test and interview will be on 24-08-2026, from 8.30 am onwards, in the Neurology Seminar room on the 2nd floor of the Superspeciality block at JIPMER.

Approximate timelines for recruitment (subject to change)	
Application last date	15/08/2026
Email ID for applying	msoverture@gmail.com
Publication of shortlisted candidates after screening (at JIPMER website)	17/08/2026
Written test and interview	24-08-2026
Expected date of joining	31-08-2026

REC-03: Application Format

No. JIP/Neuro/OVERTURE/2026

APPLICATION FOR THE POST OF CLINICAL TRIAL COORDINATOR

For the Project: A multicenter, open-label, single-arm Phase IV study to assess the safety and effectiveness of Ocrelizumab in Multiple Sclerosis Patients (RMS and PPMS) in India-OVERTURE (ML 45008)

Print in A4 size paper and fill in with Block Letters with a blue pen

Applicant's name		Affix your recent passport size photo (Do not staple)
Father's name		
Date of birth dd/mm/yyyy)		
Age on last dates for application	___ y, ___ mo, ____ d	
Sex (male/female/other)		
Married/unmarried		
Nationality		
Religion		
Whether SC/ST/OBC		(please attach proof)
Communication address (including PIN)		
Mobile number		
Email ID		

Have you ever been convicted by a court of law or is any criminal case / disciplinary action/vigilance enquiry pending against you? If yes, provide/attach details.		
Language proficiency	Converse	
	Read	
	Write	

Educational Qualifications: *(Enclose self-attested photocopies)*

Qualifications (from SSLC/Matriculation onwards)		Board/University	Year of Passing	% Marks	Subjects
1	Tenth or equivalent				
2	Higher Secondary				
3					
4					
5					
6					
7					

Details of Previous Employment (if any): *(Pls attach PDFs of proof of work)*

	Employer	Designation	From (date)	To (date)	Duration (yrs, mos, days)	Nature of duties
1						
2						
3						
4						
5						
6						

A. Please describe your experience in up to 500 words

B. Fields of Research Experience / Paper submission in a national-level conference or publications (if any)

C. Any other relevant information: _____

Please provide contact information /email and telephone number of your previous employer whom we can contact regarding your previous/ current work. *(Please inform and the persons you list below that they may be receiving calls from us regarding this position, and obtain their permission to mention their names)*

I accept enquires about my previous work with my earlier employer(s): Yes / No

Contact information of previous employer(s):

Name	Designation	Company / Organization Name	Phone	Email ID

Check List: (Please tick against those enclosed)

All Certificates must be self-attested and attached in the following order:

Proof of Identity (Copy of Aadhaar card/ Voter ID / Passport /Driving License	
Certificate in support of age (Tenth equivalent / High School Certificate)	
Degrees/Diplomas	
Experience certificates	
Any others (if relevant; specify)	

DECLARATION BY THE APPLICANT

Application for the post of: CLINICAL TRIAL COORDINATOR

I, _____, wish to apply for the above contract post in an extramural research project, and hereby declare that all the statements made in this application are true, complete, and correct to the best of my knowledge and belief. I understand that if any information is found to be false, incorrect, or ineligible, whether before or after the selection process, my candidature or employment will be terminated. Further, I declare that I have gone through the terms and conditions of the appointment. I will abide by the same, and I understand that by applying for, qualifying for, or engaging in this position, I will have no claim to any regular position at JIPMER.

Place:

Date: (Signature of the Applicant)

NAME (in block letters):