



Government of West Bengal  
Office of the Director  
Institute of Post Graduate Medical Education & Research  
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INST/ Memo no. 10416

VACANCY CIRCULAR

Dated: 6.10.18

The Indian Pharmacopoeia Commission (IPC) is an Autonomous Body under Ministry of Health & Family Welfare, Govt. of India primarily with the objectives of regularly updating the Indian Pharmacopoeia by publishing new edition and its addenda, National Formulary of India and other related tasks such as preparing, certification and distribution of reference substances & functions as National Coordination Centre (NCC) for Pharmacovigilance Programme of India (PvPI).

We are looking forward for the qualified personnel for the **post of Pharmacovigilance Associate (01)** for **Department of Pharmacology, Institute of Postgraduate Medical Education & Research, 244B, A.J.C Bose Road, Kolkata-700020** (an ADRs Monitoring Centres under PvPI) on **Contract** basis having **Master's Degree in Pharmaceutical Sciences or M.B.B.S/B.D.S/Pharm.D or equivalent**. Preference will be given to young, dynamic personnel having experience in Pharmacovigilance along with proficiency in Computer. **Consolidated emolument @ Rs. 25,000/- per month will be paid by IPC.**

The job description of the post is:-

- Collection of the ADRs Reports.
- Follow up with the reporter/patient for Completeness as per SOPs.
- Data Entry in VigiFlow.
- Reporting to NCC-PvPI through VigiFlow with the source data (Original) attached each ADR case.
- Training/Sensitization/Feedback to physicians through news letter circulated by the PvPI-NCC.
- Other activities as assigned by competent authority time to time.

Applications are invited from citizens of India on the application format which can be downloaded from the website: [www.ipc.gov.in](http://www.ipc.gov.in) of the commission together with the attested copies of supporting documents within 30 days from the date of advertisement.

Application is to be submitted to the AMC Co-ordinator (Dr. Suparna Chatterjee), Department of Pharmacology, **Institute of Postgraduate Medical Education & Research, 244B, A.J.C Bose Road, Kolkata-700020** (The competent authority reserves the right to increase or decrease the number of vacancies and rejection and/or all applications received without assigning any reason. Selected candidates shall be posted in any of the AMC under PvPI across the country/NCC-PvPI, IPC, Ghaziabad.

Director  
IPGME&R, Kolkata

Director  
I.P.G.M.E&R.  
Kolkata-700020



