Government of West Bengal
Institute of Post Graduate Medical Education and Research, Kolkata
244 Acharya Jagadish Chandra Bose Road, Kolkata – 700020

Memo No./Inst./ 7553 Dated: 27/11/2025

ADVERTISEMENT

Applications are invited from motivated and eligible candidates for the positions of **Clinical Research Coordinator (CRC),** **Ref: "Continuation of Clinical Trial Network in Diabetology established and supported by BIRAC" Letter dated 03/11/25, Approval date 10/11/25.** Under supervision of Prof. (Dr.) Sujoy Ghosh, DEPT. OF ENDOCRINOLOGY, IPGME&R/SSKM HOSPITAL, KOLKATA- 20.

Sl. No.	Post Name	No. of Positions	Desirable Qualifications & Experience	Salary/Month
1.	**Clinical Research Coordinator (CRC)**	**2**	M Pharm/ PharmD/ MSc in biological sciences with acceptable experience in CRC role. Valid GCP certification mandatory. Proficiency in Bengali language (speaking, reading and writing). Demonstrated efficiency in MS Word, Excel and PowerPoint. Must be willing to learn and have demonstrated abilities to go beyond assigned responsibilities and perform. Maximum upper limit of age- 30 years.	Rs.20,000/- per month

1) Interested candidates may send their application along with CV with all supporting documents (Educational Certificates and Experience Certificates) in a sealed envelope addressed to **the office of The Director, IPGME&R, 244, AJC Bose Road, Kolkata - 700020** on or before 12/12/2025 by 5 pm, either by post or in person.
2) Candidates who apply should invariably mention the Name of the post applied for, letter name and approval date on the envelope as well as in the CV. Failing which the application will not be considered.
3) Not all candidates fulfilling minimum criteria will be called for interview, all applicants will be pre – screened depending on the number of applications received and only few applicants will be called for interview.
4) The candidates must be willing to travel to all districts in the state as per the need for the project.

5) Preference will be given to candidates with previous work experience and command of Bengali, English & other local language.
6) Candidates are requested to bring original & attested copies of all relevant documents and testimonials on the day of the interview.
7) It may be noted that these positions are temporary and contractual in nature and may be extended as per the need for the project.
8) Candidates who are not found to be suitably performing may be terminated with one-month prior notice.
9) No TA/DA is admissible for the interview.

26/11/25

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

Prof. (Dr.) Sujoy Ghosh
In Charge Clinical Trial Network
Dept. Of Endocrinology

Director
IPGME&R/SSKM Hospital

Prof. Dr. Sujoy Ghosh
M.D., D.M. (Endo.), MRCP (UK), MRCPS (Glasgow)
Dept. of Endocrinology & Metabolism
I.P.G.M.E & R/S.S.K.M Hospital, Kolkata

Memo No/Instt. 7553/1(5)/D1/27/11/2025

Copy forwarded for information and Necessary Action:

1. **Dean of Students Affair, IPGME&R – Chairman**
2. **Prof. (Dr.) Pradip Mukhopadhay (HOD, Dept. of Endocrinology) – Member**
3. **Medical Officer in Charge (Projects)**
4. **Office Copy**
5. **Mr. Atal Saha (Assistant Superintendent) (NM) for uploading the said order in the official website**

26/11/25

Director
IPGME&R/SSKM Hospital

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