

Memo Number: 6740

Date: 25/11/23

ADVERTISEMENT NOTICE

Advertisement for Junior Pharmacovigilance Associate on Contractual basis under the Pharmacovigilance Program of India (PVPI) to be posted at IPGME& R Kolkata, Adverse Drug Reaction Monitoring centre (AMC) under Indian Pharmacopeia Commission (IPC), Ghaziabad

As per order issued by Officer In Charge, Indian Pharmacopeia Commission, Ghaziabad vide order number P.11014/05/2023 dated 20/11/2023 attached herewith we are advertising for the above post. Salary and all service conditions are as per their rules and regulations and under sole responsibility of Indian Pharmacopeia Commission and their appointed HR agencies. The qualifications and the job responsibility are as per the above stated Order and annexure from Indian Pharmacopeia Commission.

The ADR centre, IPGMER, Kolkata has no responsibilities in this regard.

Interested applicants may please download the application format from the website of the Indian Pharmacopeia Commission www.ipc.gov.in. and send the filled in application form along with supporting self attested documents both by hard copy to the Coordinator, Department of Pharmacology, IPGMER, UCM Building, 1st floor 244 B AJC Bose Road, Kolkata 700020 and by email at adrhcq@gmail.com (pdf file) within 15 days of issue of the advertisement.

After screening, eligible applicants shall be informed about the interview date by email.

Chatterjee 24/11/23
Prof S. Chatterjee
Coordinator of ADR monitoring Centre
Department of Pharmacology, IPGMER, Kolkata

Dr. Suparna Chatterjee
Professor
Department of Pharmacology
I.P.G.M.E. & R. Kolkata-700020

Enclosed:

- 1) Indian Pharmacopeia Commission Order number P.11014/05/2023 dated 20/11/2023
- 2) Annexure 1 – eligibility criteria and job responsibilities

counter signed
[Signature]
24/11/23
Director
I.P.G.M.E. & R.
Kolkata-700020

भारतीय भेषजसंहिता आयोग

स्वास्थ्य एवं परिवार कल्याण मंत्रालय, भारत सरकार
सैक्टर - 23, राज नगर
गाजियाबाद - 201 002 (उ.प्र.), भारत



INDIAN PHARMACOPOEIA COMMISSION

Ministry of Health & Family Welfare, Government of India
Sector-23, Raj Nagar
Ghaziabad - 201 002 (U.P.) INDIA

File No.: P.11014/05/2023

Date: 20.11.2023

To,
Dr. Suparna Chatterjee
AMC Coordinator, Pharmacovigilance program of India
Institute of Postgraduate Medical Education & Research,
244B, A.J.C Bose Road, Kolkata,
West Bengal -700020

Subject :- Recruitment of Jr. Pharmacovigilance Associate at IPMER, Kolkata on contractual basis under Pharmacovigilance Programme of India (PvPI) through approved manpower agency of IPC, Ghaziabad.

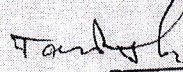
Madam,

With reference to your email dated 31st October 2023, on the above-mentioned subject, you can advertise the vacancy circular for filling up of one (01) contractual post of Jr. Pharmacovigilance Associate at your Adverse Drugs Reaction Monitoring Center (AMC). The place of posting of selected candidate will be at Institute of Postgraduate Medical Education & Research, 244B, A.J.C Bose Road, Kolkata, West Bengal -700020 AMC under PvPI, however if required the recruited person may be transferred anywhere in India during the valid contract period under PvPI as per the need of Programme.

The essential Qualification, desirable qualification and Job responsibility of the post are attached herewith as Annexure I. The guidelines of NCC PvPI should be complied with.

You are requested to submit the report of recruitment as earliest possible of issuance of this letter. It is also requested to give wide publicity to advertise this post.

Thanks & Regards


(Dr. Jai Prakash) 23/11/2023
Officer-in-Charge, Pharmacovigilance
Programme of India (PvPI)

Copy to :- The Director, Institute of Postgraduate Medical Education & Research , Kolkata, West Bengal

INDIAN PHARMACOPOEIA
(IP)
Official Book of Drug Standards
in India

IP REFERENCE SUBSTANCES
(IPRS)
Official Physical Standards for
Assessing the Quality of Drugs

NATIONAL FORMULARY OF INDIA
(NFI)
Reference Book to Promote Rational
Use of Generic Medicines

PHARMACOVIGILANCE PROGRAMME OF INDIA
(PVPI)
WHO Collaborating Centre for Pharmacovigilance
in Public Health Programmes and Regulatory
Services



Tel. No.: +91-120-2783392, 2783400, 2783401;

E-mail: lab.ipc@gov.in;

Website: www.ipc.gov.in

भारतीय भेषजसंहिता आयोग

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Annexure I

Name of the Post: Jr Pharmacovigilance Associate

Number of the post: 01

Essential Qualification: Master degree in Pharmacy, Clinical Pharmacology, Pharmacy Practice, and Clinical Research.

OR

Pharm. D/ MBBS/BDS from a recognized university/Institute.

Desirable Qualification:

0-1-year experience in drug safety/Pharmacovigilance

Age: Not exceeding 28 years

Salary – 26,250/- per month

Job Description:

1. Processing of Individual Case Safety Reports (ICSRs) and managing them in VigiFlow.
2. Quality review, Clinical Review & Statistical review of ICSR in Drug Safety database.
3. Any other work assigned by Competent Authority from time to time.

General Instructions:

1. The competent authority reserves the right to increase or decrease the number of vacancies and reject/select/cancellation of applications received without assigning any reason.
2. Experience/Age may be relaxed at discretion of the Competent Authority
3. The candidate is responsible for the correctness of the information provided in the application. If it is found at a later stage that any information given in the application is incorrect/false, the candidature/appointment is liable to be cancelled/terminated.
4. Candidates shortlisted for interview will have to produce original documents for verification in support of their application educational qualification, experience at the time of Interview.
5. Applications are invited from citizens of India in the application form which can be downloaded from the website: www.ipc.gov.in of the Commission along with the attested copies of supporting documents within 15 days from the date of advertisement.

Application is to be submitted to the AMC Coordinator (Dr. Suparna Chatterjee), Department of Pharmacology, Institute of Postgraduate Medical Education & Research, 244B, A.J.C Bose Road, Kolkata, West Bengal -700020. Selected candidates shall be posted at Institute of Postgraduate Medical Education & Research, Kolkata, West Bengal, ADR Monitoring Center under PvPI through the approved manpower agency of IPC Ghaziabad.

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