

Recruitment of Pharmacovigilance Associate

Under Pharmacovigilance Programme of India (PvPI)

[NON – MCGM, TEMPORARY POST]

At Seth GSMC & KEM Hospital Mumbai 400012

The pharmacovigilance associate shall be posted at ADR (Adverse Drug Reaction) monitoring Centre in the Department of Clinical Pharmacology strictly on contractual basis. The Pharmacovigilance associate will be under the administrative control of the Dean (G & K) and the HOD, Dept. of Clinical Pharmacology, Seth GSMC & KEM Hospital.

Post: Pharmacovigilance Associate (PA)

Number of Posts: One (1)

Qualification: MBBS, BDS, M.Pharm, Pharm.D or Equivalent

Job Description:

- Collection of ADR 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 newsletters circulated by the PvPI-NCC.
- Other activities as assigned by the competent authority time to time

Emoluments: Rs. 25,000/- p.m. (Consolidated)

The salary will be furnished by Indian Pharmacopoeia Commission, Ghaziabad, UP.

Documents required along with application form:

1. Passport sized photo along with latest copy of CV.
2. Printout of filled application form downloaded from www.kem.edu
3. Original and attested photocopies of Academic marksheets which are attached with the application form.

For further queries please contact – ambikamamde76@gmail.com (7709982996)


ujjwala.parulekar@gmail.com

Last date of application submission: 16 January 2021

Date of interview will be conveyed later.

Dr. Nithya Gogtay
Professor & Head

Department of Clinical Pharmacology
Professor & Head
Department of Clinical Pharmacology
1st Floor, MS Building
Seth GS Medical College & KEM Hospital
Parel, Mumbai


Dean 31/12
Seth GSMC & KEM Hospital
Parel, Mumbai

DEAN
SETH GSMC & KEM HOSPITAL

APPLICATION FORM



1. Name of the Post Applied for:

2. Full Name of the Candidate (in Capitals):

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3. Date of Birth:

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Day Month Year

4. Gender: (Write '1' for Male, '2' for Female)

5. Marital Status:

6. Father's/Husband's Name:

7. Mailing Address (in block letters):

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..... Pin Code:

Tel. No. : Mobile:

Email ID (if any):

8. Nationality:

9. Whether Physical Handicapped? : (Write '1' for Yes, '2' for No)

10. Category (please tick✓)

SC

ST

OBC

GENERAL

11. All Educational/other professional Qualifications/Training Courses etc. from 10th Standard Board Examination onwards:

Level	Exam passed/ Degree Trg.	Division/Grade % of Marks	Year of Passing	Duration of the Degree/ Diploma	Board/ University	Subject	Subject of Specialisation

12. Brief professional experience:

Office/Instt. Firm	Post held	Part time/ Contract Basis/ Ad-hoc/ regular/ Temp./pmt.	Exact dates to be given (indicate day, month & year)		Total Period (in years)			Scale of pay	Nature of duties
			From	To	Years	Months	Days		

13. Any other relevant information:

14. Details of enclosures: 1)

2)

3)

I hereby declare that all the statements made in the application are true and complete to the best of my knowledge and belief. I understand that action can be taken against me by the Commission, if I am declared by them to be guilty of any type of misconduct mentioned herein. I have informed my Head Office/Department/ Employer, in writing that I am applying for this selection.

Date:

Signature of candidate

Place:

Address:

[Faint handwritten text, possibly a signature or address, mostly illegible]

[Faint handwritten text, possibly a signature or address, mostly illegible]

[Faint handwritten text, possibly a signature or address, mostly illegible]

Application should be submitted to the BELOW address on or before 16 January 2021.

Interested candidates should forward their applications, in the prescribed format to:

ambikamamde76@gmail.com

Application form should be super scribed as "Application for the post of Pharmacovigilance Associate".

TERMS AND CONDITIONS:

1. Only those applications which are as per the prescribed format will be accepted. Incomplete/ unsigned application, applications without photograph or self-attested copies of requisite documents will be summarily rejected without any communication to the applicant.
2. The institute will not be responsible for any postal delay/late delivery of the application and those applications received by post after the scheduled last date of submission will not be accepted.
3. Candidates will not be reimbursed for travel allowance to attend interview.
4. Selected candidate so appointed will not be entitled for any other financial/non-financial benefits / facilities, or any special allowances except fixed consolidated emoluments.
5. If the duties and behaviour of the employee are not found to be satisfactory, appointed candidate can be relieved from the said post before the expiry of the contractual period without any prior notice in this regard. Similarly, if the appointed candidate remains on leave for continuous seven (07) days without prior permission of the competent authorities, he/she will be relieved automatically from his/her post.
6. If the appointed candidate intends to terminate the contract can do so by giving one (01) month prior notice

Note: The date of interview and names of shortlisted shall be intimated separately. No intimation will be sent to candidates who are not shortlisted.