

Institute of Advanced Virology

Bio 360 Life Sciences Park

Thonnakkal, Thiruvananthapuram 695317, Kerala

(An autonomous research institute under the

Department of Science & Technology, Government of Kerala)

RECRUITMENT NOTIFICATION:

TEMPORARY POSITIONS

Institute of Advanced Virology (IAV) is an institution under Science & Technology Department of Government of Kerala with a focus on cutting-edge research initiatives in virology. The research programs of the Institute address the pressing need to enhance indigenous capacity in the key areas of molecular diagnosis, therapy and prevention to combat emerging viral diseases. Institute seeks support from highly motivated and enthusiastic candidates for the below-mentioned temporary positions on daily wages basis.

Eligibility:	Office Assistant	Office cum Lab Attendant
Age Limit:	37 years as on 01/05/2023	37 years as on 01/05/2023
Educational & other essential qualifications	(i) Graduation any discipline with at least 55% marks. (ii) One year Diploma in Computer application or equivalent. (iii) Minimum one year experience as clerk/assistant in any Government/Autonomous Institution.	(i) 10+2 in science subject or equivalent. (ii) Minimum one year work experience in any Government/Autonomous Institution.
No. of vacancies	One	One

Selection Procedure:

- Applications will be initially screened and short-listed based on the eligibility criteria; as applicable for the positions, and recommendations of a screening committee.

- Through written test and/or interview of the shortlisted candidates (those who meet the prescribed qualifications and experience as per notification)

Duration: The duration of appointment will be for a period of one year for all the positions.

Last date of Submission of Application : 31st May 2023; 05 P.M

Link to submit the online application:-

- (i) Office Assistant - <https://forms.gle/61Bx6D9aNHQyq9np7>
- (ii) Office cum Lab Attendant - <https://forms.gle/5LkPJozCFqmLWUJ18>

Notes:

1. Only those candidates fulfilling all the essential qualifications, and qualifying the screening by a duly constituted screening committee will be short-listed for further selection process including written test/interview.
2. The CGPA/Grade to % conversion formula (issued by competent authority) applicable for the degree awarding institution (wherever grading other than % is used) has to be submitted along with the application, if the formula is not already provided in the certificate/mark sheet.
3. Canvassing in any form is not permitted and any interim enquiry will not be entertained.
4. The position is purely temporary; and selection to the position will not entitle the candidate any claim for future positions at IAV (permanent or otherwise). The tenure may be extended further as per the requirement of the Institute.
5. The Director, IAV reserves the right to decide on the number of positions to be filled; and on any matter related to the selection procedure, including cancellation of the selection process, if circumstances demand so.
6. The selected candidates are required to join within one month from date of appointment order.

S/d
Director