



**TATA MEMORIAL CENTRE
TATA MEMORIAL HOSPITAL
H.R.D. DEPARTMENT**

(Grant-In-Aid Institute of Department of Atomic Energy, Government of India)

Ref. No. TMC/AD/144/2025

20.11.2025

Online applications are invited for the post of “**RESEARCH ASSISTANT**” (**Non-Medical**) on study titled “Costing of Health System in India 2.0, a multi centric study coordinated by Health Technology Assessment in India (HTAI), Department of Health Research (DHR), & Post Graduate Institute of Medical Education & Research (PGIMER), Chandigarh. (TMH), Mumbai is a collaborating center for the study in Maharashtra.” Project (A/c No. 6935)

POST	QUALIFICATION & EXPERIENCE	PAY SCALE	NO. OF POST	JOB LOCATION
Research Assistant (Non-Medical)	Essential- P.G Degree in any subject with Minimum one year of Research Experience mandatory Desirable- Masters in Economics, Health Economics, Public Health, Epidemiology & Experience in conducting primary studies involving fieldworks, data collection & analysis.	Rs. 50,000/-p.m	01	TMH, Mumbai

Note :-

- **Age Limit- 35 years**
- **The positions are purely temporary for a period of one year. The roles will require travel to various field sites. Travel & lodging expenses will be reimbursed as per project guidelines.**
- The candidates should be able to speak, read and write in both Hindi & English.

Duties & Responsibilities: -

- Collect data independently from study hospitals, including TMH and one external site.
- Visit study centers, meet concerned hospital staff, and gather information related to the study.
- Enter collected data accurately in excel or online tools and verify for correctness.
- Safely store all data, files and study materials, ensuring confidentiality at all times.
- Assist in data cleaning and preliminary analysis as required.
- Perform any other Project-related tasks assigned by the Principal Investigator.
- Follow all institutional rules and regulations of TMH and participating study centers.

GENERAL CONDITIONS:

- a) Last date of online application is **30/11/2025**, upto 05:30 p.m. (Indian Standard Time)
- b) Candidates must send in their candidature through “**Online Application**” only.
Link for online Application – https://tmc.gov.in/Temp/frm_Registration.aspx
- c) Candidates will be initially screened and called for Interview on the basis of information provided by them in the online application form.

d) Candidates from nearby locality including Mumbai, Navi Mumbai, Thane and Pune need to attend in-person. Candidates from further distance may opt for online interview.

e) Incomplete applications will be summarily rejected.

f) Candidates who would be called for Interview are required to **carry online application form, resume, original documents along with one set of copy** in support of the details furnished in the online application form regarding date of birth, qualifications, experience, caste disability certificate etc. failing which such applicants will not be allowed to appear for Interview.

g) Tata Memorial Centre reserves the right to restrict the number of candidates called for the Interview to a reasonable limit, on the basis of qualifications and experience of the applicants. Mere fulfilling the prescribed qualifications will not entitle an applicant to be called for Interview.

h) In case it is found at any stage of recruitment that the candidate does not fulfill the eligibility criteria and / or, the candidate has furnished any incorrect / false / incomplete information or has suppressed any material fact (s), his / her candidature will be cancelled. If any shortcoming is detected, even after appointment, the services of the candidate are liable to be terminated forthwith. Therefore, before applying for post, the candidate should ensure that he / she fulfills all the eligibility criteria under the norms mentioned in the advertisement.

i) Tata Memorial Centre also reserves the right, not to call any candidates to appear for Interview without assigning any reason thereof.

2. Candidates may be offered a lower grade than what is advertised based on their working experience, research track record and overall assessment at the time of interview and recommendation of the Selection Committee.

3. Tata Memorial Centre does not take any responsibility for non-receipt of application through Online.

4. All the outstation candidates are required to make a note that accommodation will not be provided.

5. The applicant must possess valid email ID. All correspondence with the applicant will be done through email only. Information regarding the date of interview will be provided through email to the eligible candidates only. Responsibility of receiving, downloading and printing of related documents will be of the candidate. Tata Memorial Centre will not be responsible for any loss of email sent, due to invalid/wrong email ID provided by the candidate or delivery of emails to spam/bulk mail folder etc.

6. For further enquiry kindly contact No. 24177000 Extn. 4664 or email to kevatncg.tmh@tmc.gov.in

**(BENNY GEORGE)
CAO (HRD), TMC**