



**HOMI BHABHA CANCER HOSPITAL AND RESEARCH CENTRE, PUNJAB**  
**होमी भाभा कैंसर अस्पताल एवं अनुसंधान केन्द्र, पंजाब**  
**(A UNIT OF TATA MEMORIAL CENTRE/टाटा स्मारक केन्द्र की एक इकाई)**  
**(DEPARTMENT OF ATOMIC ENERGY/परमाणु ऊर्जा विभाग)**  
**(GOVT. OF INDIA/ भारत सरकार )**



**(HRD DEPARTMENT)**

Ref. No. TMC/HBCHRC/M/HRD/RECT/19/26

21.04.2026

**WALK IN INTERVIEW**  
**FOR**  
**'IEC ADMINISTRATOR/RESEARCH COORDINATOR'**  
**ON CONTRACT (FTA BASIS)**

**AT**

**HOMI BHABHA CANCER HOSPITAL & RESEARCH CENTRE, PUNJAB**  
**(A unit of TMC, A Grant-in-Aid institute under Department of Atomic Energy, Government of India)**

**VENUE:**

**Homi Bhabha Cancer Hospital & Research Centre, Plot No. 1, Medicity, New Chandigarh,  
Punjab-140901**

**(Reporting Time: 09.30 A.M. TO 11.30 A.M.)**

Sr. No	Interview Date	Name of Post	No. of Posts	Salary per month (Gross)	Essential Qualification & Experience
01	28.05.2026	IEC Administrator /Research Coordinator	01	Rs. 40,000/- to Rs. 50,000/-	<b><u>Qualification:</u></b> Post Graduate in Science (M.Sc.) in any discipline (preferably Clinical Research/Life Sciences) with Degree/Diploma in Clinical Research (mandatory if not M.Sc. in Clinical Research). He / She is expected to have very good knowledge of regulatory norms in India and international to conduct the clinical research with training in GCP. <b><u>Experience:</u></b> Minimum 1-year of internship/experience of research/ethics related work in Oncology preferred. Proficiency in using computer is expected. The candidate is expected to support Ethics committee and researchers in the Ethics approval of the projects. He / She should have good communication skills with office management capacity. <b>AgeLimit-Upto35 Years</b>

**Eligible candidates** may attend the interview at **HRD Department, 6th floor, Wing- C**, Homi Bhabha Cancer Hospital & Research Center. New Chandigarh, Punjab- 140901.

**General Conditions:**

- Age & Experience** will be reckoned as on Date on walk in interview.
- Age Relaxation:** Upper age relaxation for persons belonging to Reserved Categories such as SC/ST/OBC/ as per the instruction of Government of India.

- 3) Photocopy of documents to be submitted at the time of Interview:
- a) **Copy of:** Updated resume and 2 recent passport size photographs are mandatory.
  - b) **Date of Birth Proof:** Birth Certificate/School leaving Certificate/SSC passing certificate
  - c) **Educational Qualification:** Mark Sheet & passing certificate for all examinations.
  - d) **Experience Certificate:**
    - i. **Past Employment:** Experience certificate indicating the date of joining and relieving.
    - ii. **Current Employment:** Appointment letter and last pay slip.
    - iii. **Copy of:** PAN Card and Aadhar Card
- 4) The candidate should also carry the original documents for verification purpose.
- 5) This advertisement is open to Indian Nationals Only.
- 6) The above posts are for the tenure of one year from the date of appointment. The appointment is purely temporary one and it can be terminated at any time without giving any notice.
- 7) Candidates will not be entertained at the Venue before/after the scheduled date and time.
- 8) HBCH&RC, reserves the right to fix minimum eligibility standard/bench mark and restrict no. of candidates called for interview taking into account various factors like no. of vacancies, percentage of marks in graduate/Post Graduate Degree etc. Also Norms could be relaxed for deserving candidates. The decision of the Director, HBCH&RC in this regard shall be final and binding and no correspondence in this regard will be entertained with the candidates.
- 9) HBCH&RC reserves the right to restrict the number of candidates called for the Interview, on the basis of qualification and experience of the applications. Mere fulfilling the prescribed qualifications will not entitle an applicant to be called for Interview.
- 10) In case it is found at any stage of recruitment that the candidate does not fulfil 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 shorting is detected, even after appointment, the services of the candidate are liable to be terminated forthwith. Therefore, before applying, the services of the candidate should ensure that he/she fulfils all the eligibility criteria under the norms mentioned in the advertisement.
- 11) Canvassing in any form will disqualify the candidature.
- 12) All the Above-mentioned position may be rotated among HBCH, Sangrur & HBCH & RC, New Chandigarh, Punjab as per the requirement of the centre. Accommodation will be provided subject to availability.
- 13) In case of any queries please contact: [hrd.m@hbchrcm.tmc.gov.in](mailto:hrd.m@hbchrcm.tmc.gov.in) or 0160-2810091(EXTN: 3616)
- 14) Legal jurisdiction for any dispute will be at SAS Nagar, Mohali, Punjab.

**Sd/-**  
**DIRECTOR,**  
**HBCH & RC, PUNJAB**