

<p><b>Position:</b> Program Officer</p> <p><b>No. of Position:</b> 01[One]</p> <p><b>Scale of Pay:</b> The consolidated remuneration shall be fixed between Rs.60,000 to Rs.2,10,000/- Lump Sum per month depending on the experience and qualifications.</p> <p><b>Tenure:</b> The appointment shall be under 'Contract for Service' initially for a period of three (03) years or Co-terminus with the project, whichever is earlier. The present duration of the project is till June'2025. Renewal of the contract shall <b>depend</b> on the extension of the Project or need for continuance of service, based on satisfactory performance.</p>	<p><b>Position Code:</b> PO-10</p>
<p><b>Key Responsibilities:</b></p> <ul style="list-style-type: none"> <li>▪ Responsibilities for Implementation of NBM-PMU which includes - monitoring of all grantees of your focus area engaging experts both technical and financial, working closely with the Scientific and Technical Advisory groups for project review and supervising grant management activities.</li> <li>▪ Understand team objectives and cooperate and collaborate with others to achieve them.</li> <li>▪ Adhere to internal and external compliance responsibilities in a timely manner.</li> <li>▪ Working with Legal and Finance to get all necessary contracts and agreements ready.</li> <li>▪ Coordinating with stakeholders involved in NBM-PMU management.</li> <li>▪ Coordination and administration of all aspects of new and ongoing projects including planning and implementation.</li> <li>▪ Ensure timely execution of all activities.</li> <li>▪ Responsible for supporting the organization of investigators meetings, Interaction and Advisory Group Discussion including international conferences and workshops.</li> <li>▪ In addition to scientific expertise, the Senior Program Officer/Program officer must also bring in passion, humility, and critical thinking for the unique problems and the questions relevant to BIRAC's mission.</li> <li>▪ To work and communicate with grantees and key stakeholders.</li> </ul>	<p><b>Essential Qualifications:</b></p> <ul style="list-style-type: none"> <li>▪ M.Sc / M.Tech/ M. Pharm in life sciences, biological sciences or allied areas.</li> </ul> <p><b>Desirable Qualifications:</b></p> <ul style="list-style-type: none"> <li>▪ A Ph.D or equivalent in life sciences, biological sciences or allied areas.</li> </ul> <p><b>Experience:</b></p> <p>Post Qualification</p> <ul style="list-style-type: none"> <li>▪ Minimum 2 years of experience in in any reputed life science/ Biopharmaceutical industry.</li> <li>▪ Experience in Vaccine, Biotherapeutics or Medical devices Research &amp; Development.</li> <li>▪ Excellent written and oral communication skills for preparing detailed reports, giving presentations, etc.</li> </ul> <p><b>Age Limit:</b> 30 years as on date of closing of the applications.</p>