

Indira Gandhi Medical College & Research Institute

(A Government of Puducherry Institution functioning under Perunthalaivar Kamaraj Medical College Society)

Vazhudavur Road, Kathirkamam, Puducherry – 605 009

Telephone: 0413-2277545 - Fax: 0413-2277289 -Email: puducherrymedicalcollege@gmail.com

No. 1460/IGMC&RI/Estt./A1/2025/3404

Dated 22 AUG 2025

To

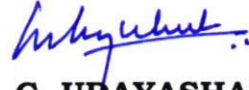
1. The District Collector,
Karaikal.
2. The Regional Administrator,
Mahe.
3. The Regional Administrator,
Yanam.

Sir/ Madam,

Sub: IGMC&RI - Estt – Advertisement for filling the vacant post of Junior Materiovigilance Associate on contract basis under Materiovigilance Programme of India (NCC-MvPI) -Reg

I am to request that enclosed script material for advertisement to fill up the post of Junior Materiovigilance Associate on contract basis under Materiovigilance Programme of India (NCC-MvPI) may kindly be arranged to be circulated among the Departments and also published in official website for wide publicity.

Yours faithfully


(Dr. C. UDAYASHANKAR)
DIRECTOR

Encl: As above

Copy to

The Programmer, IGMC&RI, Puducherry - with instruction to publish / upload the same in the official website of this institute immediately.

Indira Gandhi Medical College & Research Institute

(A Government of Puducherry Institution functioning under Perunthalaivar Kamaraj Medical College Society)

Vazhudavur Road, Kathirkamam, Puducherry – 605 009

Telephone: 0413-2277545 - Fax: 0413-2277289 -Email: puducherrymedicalcollege@gmail.com

INDIRA GANDHI MEDICAL COLLEGE & RESEARCH INSTITUTE

(Government of Puducherry Institution), Kathirkamam, Puducherry-605 009.

NOTIFICATION

NO.1460/IGMC&RI /Estt./A1/2021

Date: 21.08.2025

RECRUITMENT TO THE POST OF JUNIOR MATERIOVIGILANCE ASSOCIATE ON CONTRACT BASIS UNDER MATERIOVIGILANCE PROGRAMME OF INDIA (NCC-MvPI)

Applications are invited from eligible candidates for filling up of one post of Jr.Materiovigilance Associate on contract basis. The details regarding educational qualification, remuneration, method of selection, other conditions, etc. can be viewed in the Official Website: www.igmcricri.edu.in.

The last date for submission of application is fixed on
08.09.2025 at 5.00 P.M.

DIRECTOR



Vacancy Circular

Applications are invited for the following vacant post purely on contract basis at Medical Device Adverse Event Monitoring Centre (MDMC), Department of Pharmacology, Indira Gandhi Medical College & Research Institute, Puducherry under National Coordination Centre (NCC) - Materiovigilance Programme of India (MvPI), Indian Pharmacopoeia Commission (IPC), an Autonomous organization under the Ministry of Health & Family Welfare, Ghaziabad, through Manpower Agency to MDMC

Post: Junior Materiovigilance Associate

Number of Post: 1

Graduation in Biomedical Engineering/ Clinical Engineering or Master's in Pharmacy/ Doctor of Pharmacy.

Good Knowledge of Computers.

Experience:

Minimum 0-1 years' experience in Medical Device Industry, Post Market Surveillance/ Medical Devices/ Quality Assurance/ Regulatory Affairs or Quality Management System.

Age : Not exceeding 28 years

Salary - Rs. 32,000.00 per month

Last date of receipt of Application: Date will be decided after approval

Job Description:

1. Collection and processing of MDAE Reports.
2. Quality review, Clinical Review & Statistical review of MDAEs
3. Any other work assigned by Competent Authority from time to time.

General Instructions:

- No TA/DA shall be paid for attending the interview.
- Experience may be relaxed at discretion of the Competent Authority.
- The offer letter and appointment order shall be issued by IPC through IPC authorised outsourcing agency.
- The salary of the selected candidate will be provided by NCC-MvPI, IPC through the outsourcing manpower agency.

- The competent authority reserves the rights to reject, accept, extend and cancel the appointment without assigning any reason thereof.
- Period of engagement: - The contractual engagement shall be initially for a period of one year which can be extended from time to time based on individual performance or requirement of the department with the approval of competent authority. The engagement can also be terminated any time without giving any reason thereof.

Interested candidates can Download the Application form from the Institute's Website and send it through Post so as to reach the address below on or before 08-09-2025, 5 PM.

Date of interview will be communicated to eligible candidates.

Postal Address:

The Director,
Indira Gandhi Medical College & Research Institute,
Kathirkamam,
Puducherry-605009

For further details contact:

Dr. Nithiya. D, Assistant Professor,
Dept of Pharmacology,
IGMC&RI
Contact no. : 7019605578

INDIRA GANDHI MEDICAL COLLEGE & RESEARCH INSTITUTE, PUDUCHERRY
APPLICATION FORM FOR THE POST OF JUNIOR MATERIOVIGILANCE ASSOCIATE

1. Full Name of the Candidate (in capitals):

2. Date of Birth (DD/MM/YYYY):

3. Age on cut-off date:

4. Gender (please tick ✓): ☐ Male ☐ Female ☐ Others

5. Marital Status:

6. Father's/ Husband's Name:

Paste your recent
Passport size
photograph

7. Address for communication (in block letters):

.....Pin Code:

Mobile no.:Alternative no:

Email ID:

Permanent Address (in block letters):

.....Pin Code:

8. Category (please tick ✓) SC ☐ ST ☐ OBC ☐ GENERAL ☐ EWS ☐

9. Educational Qualifications: (Undergraduate) (Enclose the certificate copy)

Sl. No	Degree	Institution/ University	Year of Admission	Year of passing	Marks % or Class	Registration Council	Reg. No and Date

©

Sl. No	Degree (Specialization)	Institution/ University	Year of Admission	Year of passing	Marks % or Class	Registration Council	Reg. No and Date

11. Working Experience: (Enclose the certificate copy)

Sl. No	Name of the Institution	Designation	From	To	Duration in years/ months	Job description

Time needed for joining if selected : Immediately or Within.....days

12. Information on Computer Skills- MS office, typing etc (Enclose the certificate copy)

13. Details of Publications: (Mention Top 5 publication only) (Enclose the copy of the first page)

[illegible]

14. Any other information / Achievements/ Academic research:

15. Enclosure check list: (Photocopy to be attached)

Sl. No	Documents	Attached
1	Aadhar card	YES/ NO
2	PAN card	YES/ NO
3	Birth certificate	YES/ NO
4	10 th and 12 th Mark sheet	YES/ NO
5	UG degree certificate	YES/ NO
6	UG registration certificate	YES/ NO
7	PG/ Masters' degree certificate	YES/ NO
8	PG/Masters' registration certificate	YES/ NO
9	Experience certificate	YES/ NO
10	Computer skills	YES/ NO
11	Publication (1 st page)	YES/ NO

Acknowledgement:

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

