IndCepi

Position : Senior Program Officer	**Position Code** : SPO-01

No. of Vacancies : 01 [One]

Consolidated Remuneration : Between Rs.75,000/- to Rs.2,40,000/- Lump sum per month, depending on qualifications and experience.

Tenure : The engagement on the position is for a period of three [3] years or co-terminus with the Project, whichever is earlier. The contract shall be renewed depending upon the extension of the Project or the need for continuance of service.

Job Description :. The Sr.Program Officer shall serve in the Program Management Unit for Ind-CEPI at BIRAC and shall be responsible for implementation of Ind-CEPI which includes: ensuring monitoring of all grantees of your focus area by experts both technical and financial, working closely with the Scientific and Technical Advisory groups for project review and supervising grant management activities.

Key Responsibilities :

Responsibilities of the position include but are not limited to:

- Working with Legal and Finance to get all necessary Contracts and Agreements ready.

- Coordinating with stakeholders involved in Ind-CEPI management.

- Coordination and administration of all aspects of new and ongoing projects including planning and implementation.

- Ensure timely execution of all activities.

- Responsible for supporting the organization of investigators meetings, Interaction and Advisory Group Discussion including international conferences and workshops.

- In addition to scientific expertise, the Program officer must also bring in passion, humility, and critical thinking for the unique problems and the questions relevant to BIRAC's mission.

- To work and communicate with grantees and key stakeholders.

Essential Qualifications :

B.Tech / M.Sc in Life Sciences / Biotechnology / Pharma / Agri / Plant Sciences from a recognized Institute

Desirable Qualifications :

Ph.D in Life Sciences / Biotechnology / Pharma / Agri / Plant Sciences / M.Tech from a recognized Institute.

Experience : 4 to 5 yrs.

Age Limit : 35 years as on as on closing date of applications.