Application closing date: 15/05/2024

Position

CTU Project Technical Support II

Appointing Organization

Tata Translational Cancer Research Centre
Tata Medical Centre, Kolkata

The Tata Medical Centre and the Tata Translational Cancer Research Centre

The Tata Medical Centre (TMC) is a multispecialty institution for tertiary cancer care based in New Town, Kolkata. At TMC, clinical and research activities are integrated to provide state-of-the-art care for patients with cancer. This integration is enabled by the Tata Translational Cancer Research Centre (TTCRC), the research arm of TMC. TTCRC is within a dedicated academic space and spread over 3 floors. At TTCRC, a multidisciplinary team of clinicians, scientists, academics and industry professionals collaborate to develop a systems medicine approach in cancer research. This approach is focussed on developing innovative, indigenous, cost-effective and equitable strategies to improve cancer diagnosis; develop treatments that match disease characteristics and are adapted to treatment response; and, identify prognostic and predictive disease biomarkers. These strategies are multi-dimensional and involve an iterative pathway that include clinical studies, high-throughput laboratory investigations, computational strategies to integrate, analyze and model data, hypothesis-based pre-clinical studies and evidence-based translation of findings to clinical practice. For additional information on work at TTCRC, visit https://tinyurl.com/TTCRC-systems-medicine and https://tinyurl.com/TTCRC-childhood-ALL.

We have a dedicated Clinical Trials Unit, which works alongside the clinical team to run clinical trials and national and International collaborative projects. This post is for the multicentre study "Improving Survival in Childhood Acute Lymphoblastic Leukemia in India (ISCALL): ICiCLe Implementation Study". The Project Technical Support II role is critical for ensuring the accurate and efficient handling of data in clinical studies, particularly within implementation research.

Primary Responsibilities:

- Develop Data Verification and Validation plans
- Prepare study cohort and sub-cohort statistical analysis plans
- Conduct data validation checks to confirm the accuracy of data entered
- Analysis of study data to generate report for regulatory bodies and publications.
- Work with Implementation Centre analyst to assess and analyse qualitative research
- Support senior data managers in data cleaning tasks, data retrieval, ensuring data quality and readiness for analysis.
- Work collaboratively with other team members to ensure efficient data management across the study. Provide support to other data management activities as needed.

Minimum required qualifications/experience:

- 12th in Science + diploma (MLT/DMLT/Engineering) + five years' experience in relevant field (Clinical data management, data entry)/ equivalent
- Preferred: A graduate OR, a post graduate degree with experience in a relevant field

Necessary qualities:

- Prior experience in data entry or management, preferably within a clinical research or healthcare setting, is advantageous but not required.
- Strong attention to detail and commitment to accuracy.
- Good organizational skills and ability to manage multiple tasks.
- Strong communication skills and ability to work as part of a team.

Appointment:

Appointment to the position will be for three years. The basic monthly salary is INR 20,000, plus 27% HRA, for the first two years, with 5% increment after 2nd year. The position is funded by Indian Council of Medical research (ICMR). The successful applicant will be managed by and report to the Project Manager and CTU Administrator.

Submission of applications by post or by e-mail to:

Mr Suvasish Mukherjee;

Head, Human Resources;

Tata Medical Center; 14 Major Arterial Road (East-West);

Newtown, Rajarhat; Kolkata 700 160

e-mail: suvashish.mukherjee@tmckolkata.com

For informal enquiries,

Mr. Satadru Dey (satadru.dey@ttcrc.tmckolkata.org)

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