



## Call for recruitment in Brief

**Jawaharlal Institute of Postgraduate Medical  
Education & Research (JIPMER), Puducherry**

Recruitment of Professionals on Contractual Basis for  
Tele-MANAS, National Telemental Health Program,  
under MoHFW, JIPMER-Mentoring Institute



स्वास्थ्य एवं  
परिवार कल्याण मंत्रालय  
MINISTRY OF  
HEALTH AND  
FAMILY WELFARE  
सत्यमेव जयते

Notification No: JIP/PSY/TELEMANAS/2023-01

Date: 01.06.2023

Sl. No	Cadre	No of Posts	Upper age limit	Essential educational qualification
1.	Assistant Professor/ Senior Consultant	01	50	Three years' experience in a recognized institution in the Psychiatry after completion of postgraduation.
2.	Senior resident/consultant	01	45	A post graduate Psychiatry qualification from a recognized institution.
3.	Clinical Psychologist/ Psychiatric Social Worker/Psychiatric Nurse	01	45	I/II Class M.A./M.Sc. degree in Psychology / I/II Class M.A./M.S.W degree in Medical Psychiatric Social Work / MSc in Psychiatric Nursing, from recognized institute
4.	Technical Coordinators/Project Coordinators	01	45	BE, OR Diploma in Engineering with 2 years' experience of working in health-related technologies, OR MCA
5.	Date entry operator	01	45	Diploma in Computer Application.

Note :

- All positions are purely 11 Months contract basis. Applicants must be able to read and write in Tamil. One candidate should apply for one post only.
- Upper age limit will be calculated as on last date of submission of the application: **Friday 30.06.2023, 5:00pm**. There will be verification of original certificates on **Tuesday, 25.07.2023**. Place and time will be announced later. This will be followed by written test and skill-based interview, date for which will be announced later.
- Any corrigendum / addendum / modification, etc. in the notification will be made available on the institute's website (only). No further press advertisement / notification will be published in this regard.
- Filled application with relevant documents should reach us **by POST/Courier (by hand submission not allowed)** prior to the last date of submission: Nodal officer, Tele-MANAS, Department of psychiatry, JIPMER, Puducherry 605006, India

For any queries: email: psychiatry.office@jipmer.ac.in, landline: 0413 2296265

Sd/-

(The Director, JIPMER)

## APPLICATION FORM

### **Jawaharlal Institute of Postgraduate Medical Education & Research (JIPMER), Puducherry-605006, India**

Recruitment of Professionals on Contractual Basis for Tele-MANAS, national Telemental health program, under MoHFW, JIPMER-Mentoring Institute

Advertisement Notification No:

Post applied: \_\_\_\_\_

Space for  
Photograph  
Signed across by  
the candidate

1. Name of Candidate:
2. Parents name (Father/Mother Name):
3. Date of Birth:
4. Complete Postal Address:
  
5. E-mail ID:
6. Contact No (Mobile/Landline).
7. Registration Number (if applicable):
8. Educational/Technical qualification (starting from SSLC/10th onwards) :

Examination passed	Name of university/board/Institute	Duration of the course	Date/month / year of passing	Class/percentage	Subjects studied

9. Experience details (after possessing minimal required qualification for the post):-

Designation	From	To	Organization	Place	Nature of work

10. List of Supporting Documents required (self-attested one set of photocopies be submitted)

- A. Address Proof (any one : Passport/Aadhar card/Voter ID)
- B. Proof of date of birth (any one: 10<sup>th</sup> marksheet / 12<sup>th</sup> marksheet /birth certificate)
- C. Undergraduate Degree certificate
- D. Postgraduate Degree certificate
- E. Registration Certificate (if applicable)
- F. Experience certificate

Note: If a candidate produces any certificate that is found to be false on later stage, he/she will be terminated from the service immediately. No correspondence will be entertained in this regard.

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I hereby declare that the information and particulars provided in this application for the post \_\_\_\_\_ and is true. .

Date:

Place:

Signature of applicant  
[Full Name in Capital ]

## Call for recruitment in Detail

**JIPMER, Puducherry**

### **Recruitment of Professionals on Contractual Basis for Tele MANAS program (Mentoring Institute)**

Recruitment of human resources for Mentoring Institute, JIPMER

#### **1. Assistant Professor/Senior Consultant**

No of posts	<b>01</b>
Qualification	<b>ESSENTIAL:</b> A post graduate Psychiatry qualification e.g., MD or a recognized qualification equivalent thereto in Psychiatry Experience: Three years' experience in a recognized institution in the Psychiatry after obtaining the qualifying degree of M.D or qualification recognized equivalent thereto. <b>DESIRABLE:</b> 1. Clinical and/or research Experience in Telemedicine and/or Tele-training 2. Experience of working with multidisciplinary research teams 3. Indexed scientific publications
Upper age limit	50 years
Salary	1,50,000 (consolidated pay)
Roles & responsibilities	<ul style="list-style-type: none"><li>• Will be the In-charge/ head of the State Cell and will be responsible for overseeing the overall functioning of the State Cell.</li><li>• Provide specialist audio/video consultations.</li><li>• Assist PWMI and other users of tele MANAS.</li><li>• Develop curated modules and manuals for service delivery.</li><li>• Supervise the MHPs (Psychiatry, CP, PSW, Nursing) and lay counsellors of the state.</li><li>• Network with existing services across the states</li><li>• Training and evaluation.</li><li>• First level escalation of issues, conflict resolution, and annual report preparation.</li><li>• Provide state level data as and when required to state, apex institute and center.</li></ul>

#### **2. Senior resident / consultant**

No of posts	<b>01</b>
Qualification	<b>ESSENTIAL:</b> A post graduate Psychiatry qualification e.g., MD or a recognized qualification equivalent thereto in Psychiatry

	<p><b>DESIRABLE:</b></p> <ol style="list-style-type: none"> <li>1. Clinical and/or research Experience in Telemedicine and/or Tele-training</li> <li>2. Experience of working with multidisciplinary research teams</li> <li>3. Indexed scientific publications</li> </ol>
Upper age limit	45 years
Salary	1,00,000 (consolidated pay)
Roles & responsibilities	<ul style="list-style-type: none"> <li>• Will be Deputy/ Assistant to the Senior Consultant and will support him/her in all their functions.</li> <li>• Provide specialist audio/video consultations.</li> <li>• Clinical, research and academic responsibilities under the consultant psychiatrist/and the designated states/UTs (to work as a tier-2 specialist, providing both audio/video consultations).</li> <li>• Supervise the MHPs (Psychiatry, CP, PSW, Nursing) and lay counsellors of the state.</li> <li>• Assist PWMI and other users of Tele MANAS.</li> <li>• Develop curated modules and manuals for service delivery.</li> <li>• Conduct / be part of scientific research in tele mental health.</li> </ul>

### 3. Clinical Psychologist/ Psychiatric Social Worker/Psychiatric Nurse

No of posts	<b>01</b>
Qualification	<p><b>ESSENTIAL:</b></p> <p>First or Second Class M.A./M.Sc. degree in Psychology / First- or Second-class M.A./M.S.W degree in Medical Psychiatric Social Work / MSc in Psychiatric Nursing, from recognized institute as per Indian Nursing Council</p> <p><b>DESIRABLE:</b></p> <ol style="list-style-type: none"> <li>1. Additional qualifications and competencies, especially M.Phil in clinical Psychology / M. Phil Psychiatric Social work / PhD.</li> <li>2. Clinical and/or research Experience in Telemedicine and/or Tele-training</li> <li>3. Experience of working with multidisciplinary research teams</li> </ol>
Upper age limit	45 years
Salary	45,000 (consolidated pay)
Roles & responsibilities	<ul style="list-style-type: none"> <li>• Work as a mental health professional.</li> <li>• Deliver tele based therapeutic services, IQ assessment, facilitate disability benefits positive mental health, wellness initiatives, support, and wellbeing of entire human resource of Tele MANAS.</li> <li>• Conduct IEC activities, disability benefits, psychoeducation.</li> <li>• Assist PWMI and other users of Tele MANAS.</li> <li>• Develop curated content of social work modules and manuals for service delivery.</li> </ul>

	<ul style="list-style-type: none"> <li>• Training of cadres of students, workers and lay persons in mental health screening, telephonic counselling, and supervising Tier 1 cadre and nursing professionals.</li> <li>• Closure of loop of assessment and care.</li> </ul>
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#### 4. Technical Coordinator/Project Coordinator

No of posts	<b>01</b>
Qualification	<p><b>ESSENTIAL:</b> BE in engineering OR Diploma in Engineering with 2 years' experience of working in health-related technologies OR MCA</p> <p><b>DESIRABLE:</b> 1. Experience in setting up infrastructure and maintenance of IT for healthcare institutions 2. • Experience in office administration preferably in public projects or telemedicine projects.</p>
Upper age limit	45 years
Salary	35,000 (consolidated pay)
Roles & responsibilities	<ul style="list-style-type: none"> <li>• To liaise between State Level Tele MANAS cells on the one hand and with IT establishments on the other, to ensure adequate equipment, infrastructure is available in the state cells, troubleshooting services and repairs.</li> <li>• To co-ordinate for smooth functioning of the State/UT level Tele MANAS cells.</li> <li>• Support multidisciplinary teams, with project planning, organizing, staffing, directing, reporting, and coordinating responsibilities.</li> </ul>

#### 5. Data entry operator

No of posts	<b>01</b>
Qualification	<p><b>ESSENTIAL:</b> Diploma in Computer Application.</p> <p><b>DESIRABLE:</b> Experience of working in healthcare projects with multidisciplinary teams</p>
Upper age limit	45 years
Salary	25,000 (consolidated pay)

Roles & responsibilities	<ul style="list-style-type: none"> <li>• To enter data accurately and keeping records up to date, compiling verifying accuracy and sorting information to prepare source data for computer entry.</li> <li>• Using and maintaining important software and computer applications.</li> <li>• Preparation of monthly reports and analysis of monitoring indicators under the supervision of the Consultant/ Senior Consultant.</li> </ul>
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Note:

1. Preferences given to those with previous work experience in TeleMANAS programme.
2. Age and Desirable experience will be relaxed if sufficient candidates not available.