

VACANCY

Application are invited for the under-mentioned project based position latest by **20th Sep 2025** through the prescribed application form (appended below) and google form link <https://forms.gle/oTFrdqmCajntbqJV6> at the Institute of Liver & Biliary Sciences, D – 1, Vasant Kunj, Delhi – 110070 along with supporting documents comprising of education and experience details.

Project title: “Walk for life”.

Project Duration: 18 months; appointment under the project shall be on contract basis for the period of 6 months initially and may be extended based on satisfactory performance and/or project duration/availability of funds, whichever is earlier.

Funding agency: Ministry of Electronics and Information Technology, Govt. of India

Location: Department of Hepatology, ILBS, New Delhi

VACANCY DETAILS

S.No	Name Of Post	Total Posts	Age Limit	Essential, Desirable Qualifications & Experience	Consolidated Salary Per Month
1	Chief Operating Officer	1	55 years	Essential -Post graduate /Masters with at least 5 years' experience in AI Healthcare Projects, team building, and product development. Desirable - M.B.B.S., BAMS, MDS, M.Pharma or medical background with expertise in Healthcare IT strategy, setting-up incubators, digital health products, compliance,	INR 1,50,000 to 2,00,000/month depending on the qualifications and experience.
2.	Medical Officer- AI Applications	1	40 years	Essential –M.B.B.S./BAMS/BDS/M.Pharma. Desirable - Post graduate/masters in A.I/M.L with expertise in Healthcare IT strategy, setting-up incubators, digital health products, compliance,	INR 1,50,000/month [Fixed]
3.	AI Analyst	2	40 years	Essential –Post graduate/masters in A.I/M.L with expertise in Healthcare IT strategy. Desirable - M.B.B.S./BAMS/BDS/M.Pharma with Healthcare IT strategy, setting-up incubators, digital health products, compliance.	INR 1,25,000/month [Fixed]
3.	Project Officer	2	40 years	Essential - Science graduates with a Master's from a recognized university with a minimum of 1 year of experience in the A.I /M.L medical devices/ related field. Desirable: BAMS, BDS, M.Pharma., or with expertise in Healthcare IT strategy.	INR 60,000/month [Fixed]
4	Administrative Assistant	2	45 years	Essential: Graduate in any discipline with 1 (one) year of experience in administration/ finance and accounts work. Desirable: B.Com and/or LLB with minimum 1 year of experience in administration/ finance and accounts work	INR 40,000/month [Fixed]
5	Research Nurse	2	40 years	Essential: BSc/MSc Nursing Desirable: One year of experience in clinics/research projects	INR 35,000/month [Fixed]
6	Data Entry Operator	2	40 years	Essential: Graduates in any discipline. Desirable: knowledge about Microsoft, excel, AI languages, with 2 years' experience working in government, Autonomous, PSU or any other recognized organization preferably research setup.	INR 30,000/month [Fixed]

Note:

1. Applications must be submitted in the prescribed format; any other format will be rejected without any communication in this regard. Applicants must ensure all necessary documents supporting their candidature as per above Recruitment Rules (RRs) are enclosed.
2. No TA/DA will be provided for attending the interview.
3. The positions are purely temporary, and selected candidates will have no claim for regular appointment at ILBS or continuation in other projects.
4. Incomplete, late, or unsigned applications will be rejected.
5. Only shortlisted candidates will be called for written test/interview.
6. Any canvassing or attempt to influence the selection process will result in disqualification.
7. If a large number of applications are received, further screening based on qualifications and experience may be conducted.
8. Experience will be considered only after obtaining the essential educational qualification.
9. No other benefits such as HRA, Provident Fund, CCA, Leave Travel Concession, or Medical Claims will be provided.
10. Submission of wrong or false information during the process of selection shall disqualify the candidature at any stage.
11. The institute reserves the right to cancel the advertised post(s) without assigning any reason.

APPLICATION CLOSES ON 20TH SEP 2025

[APPLY NOW](#)

APPLICATION FORM

Paste your recent
passport size
photograph

Application for the post of :

1. Name in block letters : Dr./Mr./Ms./Mrs. _____
First Middle Last

2. Gender ☐ 'M' for Male; 'F' for Female)

3. Marital Status : Married / Unmarried / Widow / Divorcee

4. (a) Permanent address : _____

City/District: _____

State: _____

Pin: _____ Phone/Mob.: _____

(b) Postal address : _____

(For correspondence) _____

City/District: _____ State: _____

Pin: _____ Phone/Mob.: _____

Email: _____

5. Date of birth : _____

(Please annex documentary evidence)

6. Are you

(a) A citizen of India by birth and or by domicile: Yes No { } { }

(b) Person of Indian origin : Yes { } No { }

(c) Holding dual citizenship : Yes { No } { }

7. Do you belong to any of the following categories :

(Please annex documentary evidence)

(i) UR / SC / ST / OBC / Ex Service men : _____

(ii) PWD (having 40% or more disability) suffering from: _____

8. Father's/ Husband's name : _____

First

Middle

Last

262716/2025/Hepato

9. Educational Qualifications (matriculation onwards) (if required, attach extra sheet):

S. No.	Month & Year		Name of Degree /Diploma/Certificate	Name of Institution and Location	Name of University
	From	To			

10. Work Experience (Start from most recent appointment/job) (if require, attach extra sheet):

S. No.	Organization Name	Date of Joining	Date of Leaving	Position Held	Nature of Job (Temporary/ Permanent /contractual)	Scale of Pay/ Total Emoluments

11. References (Name, designation, address and telephone/mobile number):

- i. _____

- ii. _____

Declaration

I hereby declare that all statements made in this application are true and complete to the best of my knowledge and belief. In the event of any information being found false or incorrect or ineligibility being detected before or after the test, interview, and joining, my candidature will stand cancelled and all my claims of the recruitment will stand forfeited.

Date:

SIGNATURE OF THE APPLICANT