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MUHS-CHAKRA – (Centre for Health Applied Knowledge & Research Autonomy), a section 8 company of MEDD (Medical Education and Drug Department) and GOM (Government of Maharashtra) invites CVs for the following positions across its various departments:

1. Dean Research -1
2. Research Manager - 1
3. Assistant Professor (Research) - 1
4. Research Associate - 1
5. Pharmacologist - 1
6. Data Entry Operator - 3
7. Statistician - 1
8. Professor Digital Health - 1
9. Skill Lab Technicians - 1
10. Senior Engineer (Projects) - 1
11. Store Manager – 1
12. Officer In Charge – Simulation Lab - 1

Please refer to the specific sections for details on the roles and responsibilities, requirements and other details.

1. About MUHS

Maharashtra University of Health Sciences (MUHS), established by the Maharashtra Government, is the leading authority overseeing medical, dental, AYUSH, and allied healthcare education, research, and policy frameworks in the state. It champions academic excellence, transformative research, and ethical healthcare innovation for societal benefit. The MUHS affiliates more than 600 colleges across disciplines including Medicine, Dentistry, Ayurveda, Homeopathy, Unani, Nursing, and Allied Health Sciences. These institutions collectively offer a wide range of undergraduate, postgraduate, super-specialty, PhD, and fellowship programs. With approximately 43,192 students enrolled and a teaching faculty strength of over 16,500, MUHS represents a vast academic and clinical ecosystem

2. About MUHS CHAKRA

MUHS CHAKRA is India's first state-led network of Centres of Excellence (CoE) under Maharashtra University of Health Sciences (MUHS), aimed at:

- **Advancing medical research:** Establish Maharashtra as a preferred hub for global research. CHAKRA would provide researchers from MUHS an opportunity to drive State-led patents, copyrights and publications and solve Maharashtra's biggest public health challenges and address other health issues at large.
- **Enabling educational excellence:** Establish Maharashtra as the best State for medical education, providing students with excellent quality medical education, access to State-of-the-art equipment and resources, and world-class practical training opportunities.
- **Enhancing quality of medical care:** Transform Maharashtra's health system design and service delivery models to provide patients with quick, high quality, affordable and easy accessibility of medical care.

CHAKRA has the following verticals: DISHA – incubation centre, DRISHTI – Clinical trial and research vertical, MPGIMER, Digital Health, IKSHANA-Museum, Simulation Lab and Faculty Development Academy. Through a three-tier hub-and-spoke model, CHAKRA integrates education, research, innovation, and digital transformation to advance quality, accessible, and affordable healthcare while fostering inter-institutional collaboration and translational research.

A brief description of all the verticals is as follows:

1. **Faculty Development Academy (FDA)**

The Faculty Development Academy serves as the nucleus for academic capacity-building across MUHS-affiliated institutions. It designs and delivers programs to upskill educators, promote pedagogical innovation, and strengthen curriculum delivery aligned with global standards. The FDA emphasizes interdisciplinary learning, leadership development, and the creation of faculty who can integrate digital technologies, simulation, and evidence-based methodologies into health sciences education.

2. **Digital Health Department (DHD)**

The Digital Health Department drives the integration of health technology and informatics across Maharashtra's healthcare ecosystem. Its focus areas include developing digital health curricula, supporting ABDM-aligned implementations, piloting digital health-facility courses,

and enabling telemedicine, data analytics, and AI-based solutions. By nurturing digital-ready professionals, the DHD aims to advance evidence-based decision-making and improve healthcare delivery at both institutional and public-health levels.

3. Simulation-Led Training & Skill Development

The Simulation Hub, comprising high-fidelity labs, AR/VR-based learning environments, and digital recording studios, provides hands-on experiential training for medical, nursing, and allied-health learners. It bridges classroom theory with clinical practice, enhances patient safety, and prepares learners for real-world scenarios.

4. DRISHTI

DRISHTI (Division of Research in Interdisciplinary Sciences, Healthcare, and Translational Innovation) is CHAKRA's Clinical Research and Trials vertical which acts as a catalyst for interdisciplinary research, translational science and evidence-generation in collaboration with MUHS colleges and external research bodies. It focuses on multi-centric clinical trials, protocol development, ethics-compliant research, and regulatory-aligned frameworks. The goal is to enable Maharashtra to lead in high-quality clinical and translational research that informs clinical practice and healthcare policy.

5 DISHA (Incubation centre)

MUHS DISHA is the healthcare innovation and incubation vertical under MUHS CHAKRA, envisioned to be India's premier healthcare innovation hub that accelerates transformative, clinically validated ideas into market-ready, tech-enabled healthcare solutions. It serves as a bridge between academia, clinicians, and industry by nurturing doc-preneurs and early-stage innovators across MedTech, HealthTech, and digital health domains.

In addition to these verticals CHAKRA also has IKSHANA which is a first of a kind health museum and MPGI which Maharashtra Post Graduate Institute of Medical Education and Research

3. Application Process

The Candidates who consider themselves eligible are required to send the following documents by email on hr.chakra@muhs.ac.in by **4th November 2025.** The application should have the following:

1. Curriculum Vitae (CV): A detailed Curriculum Vitae is to be submitted. It should clearly detail out the experience in line with the roles and responsibilities mentioned for the role and the requirements asked for the role should be clearly highlighted.
2. CV must include the following
    a. Position applied for (This must be at the top of CV)
    b. Mobile Number
    c. Email
3. Scanned documents to support educational qualification, experience and other relevant information may be attached.
    Any false information submitted will make the application liable for rejection.

Eligible candidates will receive an intimation about the date and time of the interview by email. Only those candidates who receive email of invitation for an interview will have to remain present for the interview at their own expense, with all documents supporting their credentials.

Interviews will not be conducted online; all the shortlisted candidates have to remain present physically for the interview. Receiving an invitation for the interview gives no right or claim for selection for the said post.

4. Details of the Positions

1. POSITION: DEAN RESEARCH

- Please refer to the link:

    Advertisement No. 05 /2025 : Applications for the tenure posts at Nashik : Chief Executive Officer, Dean (Research), Principal, Faculty Development Academy & Associate Professor (Allied) for Faculty Development Academy.

    For roles and responsibilities and eligibility criteria for Dean Research

2. POSITION – RESEARCH MANAGER

Position Overview

Position Title: Research Manager

Department/Vertical: MUHS-CHAKRA, Vertical: DRISHTI – (Division of Research in Interdisciplinary Sciences, Healthcare, and Translational Innovation)

Reporting To: Dean Research, DRISHTI / Project Principal Investigator

Location: MUHS–CHAKRA, Nashik, Maharashtra

Number of Positions: 1

Position Type: Full-Time-Contractual

Key Roles and Responsibilities

1. Clinical Trial and Project Management

- Coordinate and oversee clinical trials funded by government agencies, ensuring protocol adherence and regulatory compliance.
- Manage project grants, including budgeting, monitoring, and reporting progress to leadership and sponsors.
- Ensure efficient execution of multicentric and inter-disciplinary research projects involving multiple departments and external partners.

2. Research Development and Capacity Building

- Guide postgraduates and PhD students through protocol writing, project design, execution, publication, and patenting stages.
- Organize and facilitate research-oriented workshops, conferences, and training programs (such as DRISHTI-CON) for skill and knowledge enhancement.
- Build and nurture inter-institutional networks for collaborative research and career development.

3. Scientific Quality, IP & Publications

- Lead the development and finalization of high-quality research protocols with input from domain experts (Ayurveda, Pharma, Medical, etc.).
- Oversee and support creation of intellectual property (patents, copyrights, trademarks) and research publications, maintaining scientific and ethical standards.

4. Consultancy and Stakeholder Support

- Provide consultancy in protocol design, product development, and publication strategies for faculty, students, and collaborators.
- Foster a culture of translational research, integrating traditional and modern medicine to address societal health needs.

5. Team Management

- Should have the ability to mentor and guide research associates and data entry operators reporting to them.

- Should be able to manage administrative and reporting work for the research management unit.

Eligibility Criteria and Experience

Required Knowledge	• Bachelor's or master's degree in Life Sciences, Medicine, Pharmacy, Public Health, Clinical Research, or related discipline is mandatory. • Demonstrated success in multicentric studies, project management, grants, and regulatory compliance (ICH-GCP, local/national ethics guidelines). • Knowledge about Clinical research methodology, trial design, phases, and documentation requirements. • Knowledge of regulatory standards and compliance (GCP, ICMR, AYUSH, ethics committees) from an Indian context. • Strong experience in scientific writing, protocol drafting, and publication processes. • Knowledge of intellectual property (copyrights, patents, trademarks) creation principles
Mandatory Skills	• Advanced project and team management, including budgeting, resource allocation, and multilevel coordination. • Strong communication (oral and written) for interactions with faculty, regulatory authorities, funding agencies, and research teams. • Ability to do data management, analysis, and quality assurance. • Scientific problem-solving, innovation, and multi-disciplinary collaboration. • Proven capacity for organizing workshops, conferences, and skill-building events. • Proficiency in Marathi, Hindi, and English • Interpersonal, teamwork, and problem-solving skills
Experience	• Minimum experience of 3 years in similar role. Experience in managing or monitoring clinical trials/projects, or leading teams in healthcare or research settings.

Remuneration & Tenure

- As per MUHS–CHAKRA project guidelines and institutional norms commensurate with the experience of the candidate.
- **Tenure**: On contractual basis with contract term extending to max of 3 years. Contract can be renewed after 3 years based on mutual agreement.
- **Candidates should not be below the age of 45 years**. Retired government / defence personnel would be given preference.

3. POSITION: ASSITANT PROFESSOR RESEARCH

Position Overview

Position Title: Assistant Professor Research

Department/Vertical: MUHS-CHAKRA, Vertical: DRISHTI – (Division of Research in Interdisciplinary Sciences, Healthcare, and Translational Innovation)

Reporting To: Pharmacologist, Clinical Trial Unit DRISHTI

Location: MUHS–CHAKRA, Nashik, Maharashtra

Number of Positions: 1

Position Type: Full-Time-Contractual

Key Roles and Responsibilities

The Assistant Professor of Research in a Clinical Trial Unit (CTU) supports the design, conduct, oversight, and dissemination of clinical research studies. This role bridges academic rigor and operational execution, ensuring compliance with regulatory standards, ethical principles, and institutional guidelines while contributing to scientific advancement.

1. Research and Study Design

- Assist in developing research protocols, study designs, and methodologies in line with ICH-GCP, CDSCO/DCGI, ICMR, and institutional requirements.
- Collaborate with principal investigators, clinicians, statisticians, and sponsors to finalize study frameworks.
- Support grant applications, protocol submissions, and peer-reviewed research proposals.

2. Clinical Trial Management

- Oversee day-to-day operations of ongoing clinical trials, ensuring adherence to study timelines, budgets, and milestones.
- Coordinate with study coordinators, research nurses, and data managers for smooth trial execution.
- Monitor recruitment, retention, and follow-up of trial participants.
- Address protocol deviations and adverse event reporting in compliance with ethics and regulatory requirements.

3. Regulatory and Ethical Compliance

- Prepare and submit Institutional Ethics Committee (IEC) documents, informed consent forms, and amendments.

- Ensure compliance with DCGI, CDSCO, ICMR guidelines, and international frameworks (ICH-GCP, FDA/EMA if global).
- Assist in audits, inspections, and monitoring visits by sponsors or regulatory authorities.

4. Data Management and Analysis

- Ensure accurate collection, entry, and validation of clinical trial data.
- Work with statisticians and research associate for data analysis and interpretation.
- Ensure data confidentiality and integrity

5. Publication and Dissemination

- Support drafting of manuscripts, abstracts, and conference posters.
- Support contributions to institutional publications, technical reports, and policy whitepapers.

Eligibility Criteria and Experience

Required Knowledge	• **Education**: Master's degree (MSc Clinical Research, MPH, MPharm, MDS, MSc Nursing with research experience) with proven track record in clinical research. • Experience in at least 2 or 3 aspects of **clinical trial** (protocol development → IEC/IRB approval → recruitment → monitoring → reporting). • Has contributed to **research publications** in peer-reviewed journals. • Exposure in preparing grant applications, regulatory submissions, or clinical trial documentation. • Basic knowledge of statistical methods in clinical research (sample size calculation, randomization, interim analysis). • Knowledge of ICH-GCP guidelines, Schedule Y, ICMR Ethical Guidelines (2017), CDSCO/DCGI requirements.
Mandatory Skills	• Familiarity with **electronic platforms**: REDCap, Oracle Clinical, Medidata, OpenClinica. • Knowledge of Clinical Trial Registry of India (CTRI) and international registries (ClinicalTrials.gov, EU-CTR). • Strong critical thinking to evaluate trial outcomes, identify risks, and propose corrective measures. • Proficiency in English, Marathi, and Hindi. Strong written/verbal communication • Computer literacy (MS Office, data entry, web tools) • Interpersonal, teamwork, and problem-solving skills
Experience	• Minimum experience of 1 year in similar role. Five years post-master's experience in clinical trials.

Remuneration & Tenure

- As per MUHS–CHAKRA project guidelines and institutional norms commensurate with the experience of the candidate.
- **Tenure**: On contractual basis with contract term extending to max of 3 years. Contract can be renewed after 3 years based on mutual agreement.
- **Age - Not above 45 years**

4. POSTION: RESEARCH ASSOCIATE

Position Overview

Position Title: Research Associate

Department/Vertical: MUHS-CHAKRA, Vertical: DRISHTI – (Division of Research in Interdisciplinary Sciences, Healthcare, and Translational Innovation)

Reporting To: Research Manager/Dean of Research

Location: MUHS–CHAKRA, Nashik, Maharashtra

Number of Positions: 1

Position Type: Full-Time-Contractual

Key Roles and Responsibilities

1. **Research project management, trial initiation and site management**:
    1. Assist in planning, coordinating, and executing clinical trials and research projects.
    2. Oversee regulatory submissions, site activation, and management across project lifecycle.
    3. Support protocol development, data collection, and collate reports as per international GCP standards.
    4. Coordination with ethics committees and regulatory authorities for necessary approvals
2. **Documentation, reporting, communication and coordination**:
    1. Liaise with principal investigators, sponsors, monitors, CROs, and partner institutions.
    2. Maintain correspondence, documentation, and reporting systems as per guidelines.
3. **Data Management and Quality**
    1. Oversee and coordinate the collection, cleaning, and validation of trial data for quality and integrity prior to analysis.
    2. Monitor data for outliers, inconsistencies, missingness, and protocol deviations, ensuring accuracy throughout the trial.
4. **Investigational Product (IP) Management**, Safety Reporting and compliance

Eligibility Criteria and Experience

Required Knowledge	• Postgraduate degree in Health Sciences/Medicine/Dental/AYUSH/Allied Health/Clinical Research from recognized institution/college • Understanding of clinical trial methodology, ICH–GCP, regulatory guidelines, and ethical principles • Should have knowledge of Developing and registering protocols for systematic reviews • Familiarity with local, national and international research processes and policies
Mandatory Skills	• Ability to perform qualitative and quantitative data analysis • Previous experience handling clinical trials (mandatory) • Experience coordinating academic–industry partnerships. • Record in grant writing and documentation. • Exposure to diverse clinical research settings. • Proficiency in Marathi, Hindi, and English • Computer literacy (MS Office, data entry, web tools) • Strong written/verbal communication • Interpersonal, teamwork, and problem-solving skills
Experience	• Minimum 5 years in similar roles. Should have participated in clinical trials for Minimum of 2 to 5 years

Remuneration & Tenure

- As per MUHS–CHAKRA project guidelines and institutional norms commensurate with the experience of the candidate.
- **Tenure**: On contractual basis with contract term extending to max of 3 years. Contract can be renewed after 3 years based on mutual agreement.
- **Candidates not above 45 years**.

5. POSTION: PHARMACOLOGIST

Position Overview

Position Title: Pharmacologist

Department/Vertical: MUHS-CHAKRA, Vertical: DRISHTI – (Division of Research in Interdisciplinary Sciences, Healthcare, and Translational Innovation)

Reporting To: Dean Research, DRISHTI

Location: MUHS–CHAKRA, Nashik, Maharashtra

Number of Positions: 1

Position Type: Full-Time-Contractual

Key Roles and Responsibilities

1. **Clinical Trial Design, Conduct, and Oversight**:
    a. Design, develop, and review clinical trial protocols, dosing regimens, and pharmacological study components, including pharmacokinetic/ pharmacodynamic (PK/PD) assessments.
    b. Conduct, monitor, and document clinical trial-related activities, including subject recruitment, informed consent, randomization, blinding, and clinical assessments.
2. **Research, Publication, and Dissemination**:
    a. Analyse and interpret data from clinical investigations, focusing on drug action, safety, PK/PD, and efficacy outcomes.
    b. Author and co-author original research papers, systematic reviews, and clinical trial reports, case reports for publication in high-impact, peer-reviewed national and international medical and scientific journals.
3. **Participate in pharmacovigilance activities**: detect, assess, and report adverse drug reactions, medication errors, drug-drug interactions, and other safety events.
4. **Collaboration and Institutional Contribution**: Advise and collaborate with investigators and teams on safe drug use, essential medicines, prescribing policies, and standard treatment guidelines.
5. **Regulatory Compliance and Documentation Management**: Provide input for regulatory and ethics submissions; assist with study closeout, reporting, and publication.
6. Keep current with the latest scientific advancements and regulatory guidelines in the pharmacology and clinical research field
7. **Team Management:** Supervise the CTU staff oversee the various team members who are part of the clinical trials. Build institutional research capacity by training faculty, residents, and students in clinical research methods. Mentor junior researchers in grant writing, study design, and publication.
8. **Financial & Grant Management:** Facilitate and review grant proposals to national (ICMR, DBT, DST) and international agencies (NIH, WHO, Wellcome, etc.). Ensure transparent and compliant management of research funds, contracts, and MoUs.
9. Establish and strengthen collaborations with pharmaceutical companies, CROs, and academic research organizations.

Eligibility Criteria and Experience

Required Knowledge	• **Education**: MD Pharmacology or related discipline/ M Pharm / PhD. In pharmacology from recognized institute/college. Additional certifications in Clinical Research or Clinical Trial Management are desirable. • Experience and ability in handling clinical trials independently. • Advanced understanding of pharmacology, clinical pharmacology, drug development process and its application to clinical studies.

	• Familiarity with the design, conduct, and regulatory aspects of clinical trials, including ICH-GCP guidelines and Drugs and clinical trial rules and regulations, Drug and Cosmetic Act & Rules. • Proficiency in pharmacovigilance, drug safety, and reporting standards as per regulatory requirements and submission processes.
Mandatory Skills	• Strong analytical skills for PK/PD modelling and safety data analysis • Ability to oversee complex pharmacological studies in regulated academic and clinical trial research environment • Proven ability to manage team and ability to provide guidance to junior research staff reporting to them. • Clinical trial protocol development and documentation • Strong written/verbal communication • Computer literacy (MS Office, data entry, web tools) • Interpersonal, teamwork, and problem-solving skills • Record in grant writing and documentation. • Exposure to diverse clinical research settings.
Experience	• Minimum experience of 3 years in similar roles

Remuneration & Tenure

- As per MUHS–CHAKRA project guidelines and institutional norms commensurate with the experience of the candidate.
- **Tenure**: On contractual basis with contract term extending to max of 3 years. Contract can be renewed after 3 years based on mutual agreement.
- **Age:** Not above 65 years**. Retired government / defence personnel would be given preference.**

6. POSITION: DATA ENTRY OPERATOR

Position Overview

Position Title: Data Entry Operator

Department/Vertical: MUHS-CHAKRA, Vertical: DRISHTI – (Division of Research in Interdisciplinary Sciences, Healthcare, and Translational Innovation)

Reporting To: Research Manager

Location: MUHS–CHAKRA, Nashik, Maharashtra

Number of Positions: 3

Position Type: Full-Time-Contractual

Key Roles and Responsibilities

1. **Data Entry & Validation**

- Enter clinical trial data from Case Report Forms (CRFs) into the EDC/CDMS.
- Perform double-data entry (where required) to minimize transcription errors.
- Run edit checks and validate entries against source documents.

2. **Data Quality Assurance**
   - Identify, document, and resolve discrepancies or queries in trial data.
   - Coordinate with site staff and monitors (CRAs) to resolve data queries.
   - Ensure consistency and completeness of datasets before database lock.
3. **Database Management**
   - Assist in setting up study databases, including CRF design and data fields.
   - Maintain audit trails of all data modifications.
   - Participate in User Acceptance Testing (UAT) of EDC systems.
4. **Regulatory & Ethical Compliance**
   - Ensure compliance with ICH-GCP, local regulatory guidelines, and sponsor SOPs.
   - Maintain confidentiality and security of patient and study-related data.
   - Support data archiving as per retention policies.
5. **Reporting & Documentation**
   - Generate periodic data reports for trial progress, safety, and efficacy reviews.
   - Maintain logs for data queries, updates, and issue resolution.
   - Support interim analyses and preparation for data monitoring committee reviews.
6. **Collaboration & Communication**
   - Work closely with research associates (CRAs), data managers, statisticians, and investigators.
   - Communicate promptly about critical data issues to ensure timely resolution.
   - Participate in study team meetings to update on data status.

Eligibility Criteria and Experience

Required Knowledge	• Bachelor's degree in Life Sciences, Pharmacy, Nursing, Biotechnology, Statistics, Computer Science, or a related field. • Hands-on experience with at least one EDC/CDMS. • Experience in query management, data validation, and audit trails. • Experience with database systems, electronic data capture (EDC) tools, and regulatory compliance • Experience in database design, UAT, and CRF development. • Exposure to regulatory audits/inspections is a plus.
Mandatory Skills	• Understanding of basic statistics and clinical reporting formats. • Knowledge of data cleaning, discrepancy management, and coding practices. • Attention to detail and high accuracy in data entry. Ability to identify and resolve data inconsistencies.

	• Strong written and verbal communication skills for coordinating with CRAs, investigators, and data managers. • Integrity and confidentiality when handling patient data. • Proactive learning mindset to keep up with regulatory and technological changes. • Proficiency in Marathi, Hindi, and English
Experience	• Minimum 3 years of experience.

Remuneration & Tenure

- As per MUHS–CHAKRA project guidelines and institutional norms commensurate with the experience of the candidate.
- **Tenure**: On contractual basis with contract term extending to max of 3 years. Contract can be renewed after 3 years based on mutual agreement.
- **Age: Not above 40 years of age**.

POSITION: STATISTICIAN

Position Overview

Position Title: Statistician

Department/Vertical: MUHS-CHAKRA, Vertical: DRISHTI – (Division of Research in Interdisciplinary Sciences, Healthcare, and Translational Innovation)

Reporting To: Dean Research, DRISHTI / Project Principal Investigator

Location: MUHS–CHAKRA, Nashik, Maharashtra

Number of Positions: 2

Position Type: Full-Time-Contractual

Key Roles and Responsibilities

1. **Study Design and Planning**
   - Develop statistical sections for clinical research protocols and study designs, including determining appropriate study endpoints, randomization methods, blinding, stratification, and control groups.
   - Calculate and justify sample size requirements and ensure studies are appropriately powered to answer the research question.
   - Collaborate with Principal Investigators (PIs) and pharmacologists to design scientifically sound clinical trials.
2. **Data Management and Quality**
   - Oversee and coordinate the collection, cleaning, and validation of trial data for quality and integrity prior to analysis.

- Monitor data for outliers, inconsistencies, missingness, and protocol deviations, ensuring accuracy throughout the trial.

3. Statistical Analysis

- Develop and execute statistical analysis plans (SAPs) for interim and final analyses
- Apply appropriate statistical methods to evaluate efficacy, safety, and other trial endpoints; generate tables, listings, and figures for reporting.
- Perform advanced techniques like subgroup analyses, sensitivity analyses, or modelling if required by the study.

4. Interpretation and Communication: Interpret and synthesize statistical results for multidisciplinary study teams, including clinicians and investigators, with a focus on actionable recommendations.

5. Compliance and Training: Ensure adherence to ICH-GCP, Indian GCP, and all relevant data standards, guidelines, and regulations throughout all statistical tasks.

Eligibility Criteria and Experience

Required Knowledge	• Bachelor's or Master's in Statistics, Biostatistics, Mathematics, or related discipline from a recognized university. • Deep understanding of biostatistics, statistical methodologies for clinical research, and clinical trial design. • Minimum 3 years of experience in handling clinical research, with a demonstrated experience of designing and analysing clinical trials data • Familiarity with regulatory requirements for clinical statistics (e.g., ICH E9, CDISC standards). • Knowledge of clinical trial process, medical terminology, and data management principles. • Experience with clinical trial data management systems and CDISC standards advantageous
Mandatory Skills	• Proficiency in at least one major statistical software: R, SAS, STATA, or SPSS. Knowledge of Python is desirable. • Strong collaboration and communication skills —capable of translating statistical findings into actionable recommendations for clinicians and non-statisticians. • Computer literacy in other office tools (MS Office, data entry, web tools) • Strong skills in trial simulation, sample size calculations, and randomization methods. • Data visualization and statistical reporting for both technical and non-technical audiences. • Technical writing for protocols, SAPs, and publications. • Strong collaboration in a multidisciplinary research setting. • Problem-solving and risk assessment in trial design/analysis.

	• Interpersonal skills and teamwork
Experience	• Minimum 3 years of experience in similar roles

Remuneration & Tenure

- As per MUHS–CHAKRA project guidelines and institutional norms commensurate with the experience of the candidate.
- **Tenure**: On contractual basis with contract term extending to max of 3 years. Contract can be renewed after 3 years based on mutual agreement.
- **Age: Not above 45 years of age**.

7. POSITION: PROFESSOR DIGITAL HEALTH DEPARTMENT

Position Overview

Position Title: Professor Digital Health Department

Department/Vertical: MUHS-CHAKRA, Vertical: Digital Health Department

Reporting To: CEO CHAKRA

Location: MUHS–CHAKRA, Nashik, Maharashtra

Number of Positions: 1

Position Type: Full-Time-Contractual

Key Roles and Responsibilities

The **Professor & Head of the Digital Health Department** will lead the strategic, academic, and operational direction of the department, ensuring excellence in digital health education, interdisciplinary research, policy advocacy, and advisory services. The person would be responsible for the vision and mission of Digital Health Department to empower Healthcare Professionals with digital competencies, drive research to support the benefit and proper implementation of digital technologies in healthcare delivery and education and to build policy and practices involving digital to improve health outcomes.

Professor and head digital health will help creating a network of centres of excellence for promoting excellence in

1. Medical education
2. Advance research
3. Quality patient care

Key roles and responsibilities of Professor and Head of Digital Health Department would include:

A. Strategic Leadership

- Define the **strategic vision, goals, and growth roadmap** for the Digital Health Department in alignment with the vision of CHAKRA. Ensure that the right resources are invested in, to achieve the growth
- Position the department as a **reference centre** for digital health education, policy research for digital implementation, and innovation of digital technologies for improving healthcare delivery and health outcomes.
- Ensure launch and uptake of **AI, data analytics, interoperability, cybersecurity, and telemedicine** and any other latest digital technologies training programs.

B. Organizational Management

- Build and manage a **multidisciplinary team** including faculty, data scientists and digital experts including external vendors on full time, partnerships and part time basis.
- Develop **departmental budgets, annual plans, and research targets**.
- Ensure compliance with institutional governance, ethics, and data protection frameworks.
- Mentor faculty and staff to achieve excellence in teaching, research, and outreach.
- Ensuring that all the faculty and staff have clearly defined goal, KPIs and performance of the resources are measured in an objective manner.

C. Research and Innovation

- Promote **interdisciplinary research** in AI-driven diagnostics, predictive modeling, digital therapeutics, and remote healthcare.
- Establish **research clusters and labs** focusing on:
    - Health data analytics and visualization
    - Clinical decision support systems
    - Public health informatics and policy simulation
    - Validation of digital health tools
- Envision and facilitate public-private research collaborations with technology providers and startups.
- Develop **institutional partnerships** with government bodies (NHA, ICMR, NITI Aayog), international agencies (WHO, World Bank), and industry (HealthTech, MedTech, IT firms) to support education, research and innovation.

D. Advocacy, Outreach, and Communication

- Represent the department at conferences, policy forums, and academic consortia.
- Disseminate findings through publications, whitepapers, and workshops.
- Promote awareness on digital health ethics, patient privacy, and responsible AI.
- Act as the **thought leader and spokesperson** for digital health transformation initiatives in Maharashtra

Eligibility Criteria and Experience

Required Knowledge	• MD / MS / MDS / PhD in a relevant discipline such as Medical Informatics, Clinical Research, Health Technology, Biomedical Engineering, Public Health, or Health Systems Management. • Certification or training in Digital Health, Health Informatics, AI in Healthcare, Data Analytics, • Minimum 15 years of progressive experience in academia, research, or leadership within healthcare, public health, or digital technology environments. • At least 5–8 years of hands-on involvement in digital health projects—such as EMR/EHR systems, telemedicine programs, AI-based diagnostics, or data-driven healthcare delivery models. • Proven record of developing and managing academic programs, curriculum design, and capacity-building initiatives. Experience as Head of Department, Dean (Academics/Research), or similar leadership roles preferred. • Should have experience in managing departmental budgets, research grants, and consultancy projects. Should have the experience of track key performance indicators and outcomes of digital health programs.
Mandatory Skills	• Ability to set long-term strategic direction for the department. Align institutional objectives with state and national digital health missions. • Ability to foster innovation and build sustainable ecosystems. • Ability to translate research findings into policy briefs and advisory notes. - Engage with government stakeholders for evidence-based health system reforms. • Ability to manage and motivate teams and should have experience in managing a team in the past. • Strong communication skills and ability to work collaboratively with various government department, private institutions and other academic institutions.
Experience	• Minimum 15 years of progressive experience in academia, research, or leadership within healthcare, public health, or digital technology environments.

Remuneration & Tenure

- As per MUHS–CHAKRA project guidelines and institutional norms commensurate with the experience of the candidate.
- **Tenure**: On contractual basis with contract term extending to max of 3 years. Contract can be renewed after 3 years based on mutual agreement.
- **Age: Below 65 years of age.** Retired government / defence personnel would be given preference.

8. POSITION: SKILL LAB TECHNICIAN

Position Overview

Position Title: Skill Lab Technician

Department/Vertical: MUHS-CHAKRA, Vertical: Simulation Lab

Reporting To: Officer In Charge, Simulation Lab

Location: MUHS–CHAKRA, Nashik, Maharashtra

Number of Positions: 1

Position Type: Full-Time-Contractual

Key Roles and Responsibilities

The Skill Lab Technician will be responsible for the technical operation, maintenance, and readiness of all equipment, simulators, and audiovisual systems within the Simulation Laboratory. The role serves as a bridge between faculty, students, and infrastructure—ensuring seamless execution of skill-based training, simulation exercises, and competency-based learning sessions. The roles and responsibilities would include:

A. Lab Equipment Handling

- Setup, calibration, and maintenance of mannequins, task trainers, simulators, and AV equipment.
- Ensure readiness of simulation and skill training materials prior to each session.
- Perform routine maintenance and troubleshoot technical issues.

B. Session and Event Support

- Assist faculty in setting up skill stations.
- Provide real-time technical support during simulation-based sessions or workshops.
- Support faculty and students in using simulation technology.
- Assist in video/audio recording setup during training sessions or assessments.
- Support training faculty in basic troubleshooting and software use.

C. Inventory and Asset Management

- Maintain inventory of consumables, equipment, instruments, and spare parts.
- Generate periodic reports on equipment usage, maintenance schedules, and stock levels.

D. Safety and Cleanliness

- Ensure lab safety protocols are followed.
- Maintain cleanliness, orderliness, and hygiene of all stations and equipment.

Eligibility Criteria and Experience

Required Knowledge	• Diploma or bachelor's in biomedical engineering, Electronics, Medical Equipment Technology, or related technical field from a recognized institute. • Minimum 1–2 years of experience working in **medical simulation labs, hospital skill centers, or biomedical maintenance settings** is desirable • Experience in handling medical simulators, mannequins, or healthcare training equipment is preferred. • Basic understanding of clinical procedures and health sciences education.
Mandatory Skills	• Strong technical aptitude and problem-solving ability. • Familiarity with simulation software, AV setups, and medical equipment. • Attention to detail and ability to follow protocols precisely. • Good interpersonal and communication skills to coordinate with faculty and trainees. • Ability to multitask and manage multiple simulation sessions simultaneously.
Experience	• Minimum 2 years of experience in similar roles

Remuneration & Tenure

- As per MUHS–CHAKRA project guidelines and institutional norms commensurate with the experience of the candidate.
- **Tenure**: On contractual basis with contract term extending to max of 3 years. Contract can be renewed after 3 years based on mutual agreement.
- **Age: Not above 40 years**

9. POSITION: SENIOR ENGINEER (PROJECTS)

Position Overview

Position Title: Senior Engineer (Projects)

Department/Vertical: MUHS-CHAKRA, Vertical: Admin Department

Reporting To: CAO

Location: MUHS–CHAKRA, Nashik, Maharashtra

Number of Positions: 1

Position Type: Full-Time-Contractual

Key Roles and Responsibilities

The Senior Engineer (Projects) will be responsible for supervising day-to-day construction and maintenance activities at project sites, ensuring that works are executed as per approved drawings, specifications, safety standards, and timelines. The role involves close coordination with contractors, consultants, and internal project management teams to ensure quality, cost, and schedule adherence.

The key roles and responsibilities of Senior Engineer (Projects) include:

Site Supervision & Execution

- Oversee civil, electrical, plumbing, and allied works at site to ensure compliance with approved drawings and technical standards.
- Monitor daily progress and ensure adherence to project timelines and safety norms.
- Conduct joint inspections with consultants and prepare daily site reports and photographic documentation.

Quality Assurance & Control

- Ensure that materials used and workmanship meet quality specifications.
- Conduct quality checks and tests on concrete, reinforcement, finishes, and other construction materials.
- Maintain quality assurance records and assist in third-party inspections and audits.

Coordination & Communication

- Act as a key interface between design consultants, contractors, and project management team.
- Coordinate with vendors, suppliers, and logistics partners for timely material delivery and equipment mobilization.
- Support the Project Manager in resolving on-site issues and ensure smooth execution flow.

Planning & Documentation

- Assist in preparing work schedules, measurement sheets, and bar charts for project tracking.
- Maintain updated as-built drawings and ensure technical documentation is current and accurate.
- Prepare measurement books (MB), bills verification, and maintain material reconciliation statements.

Safety & Compliance

- Implement and monitor site safety practices and ensure compliance with statutory and environmental norms.
- Conduct toolbox talks and coordinate safety audits in consultation with the safety officer.

Vendor & Contract Oversight

- Monitor contractor performance against milestones, quality metrics, and approved budgets.
- Support tendering and contract management processes by verifying on-site deliverables and quantities executed.

Facilities & Handover Support

- Support commissioning, testing, and handover of completed works to operations/facilities teams.
- Ensure all site documentation, snag lists, and defect rectifications are completed prior to project closure.

Eligibility Criteria and Experience

Required Knowledge	• Bachelor's Degree or Diploma in Civil Engineering (Mechanical/Electrical stream acceptable for specialized works). • Experience in site execution of civil and infrastructure projects and ability to manage large projects (project value of >INR 50 Cr) • Exposure to institutional, healthcare, or government infrastructure is a must. • Person with a government background is preferred. • Experience working on turnkey or greenfield projects is a must. Should have the experience of working with multiple government bodies as part of the projects delivered. • Should have the experience of Scrutiny and approval of project technical specifications and budget for civil, MEP and other construction related works. • Handling communication/coordination with various Government, Semi-Government, and Private agencies involved in the project to ascertain the progress for further dissemination to management • Should have the experience of creating and maintaining internal/ external services (facilities) in every operational work/ infrastructure development project and management of those facilities • Should have strong experience and capabilities in Vendor management in ensuring that vendors conform to defined KPIs and target scores and deliver on time.
Mandatory Skills	• Detail-oriented with strong analytical and documentation skills. • Excellent communication and coordination abilities. • Ability to handle multiple contractors and manage work under pressure. • Strong sense of discipline, integrity, and commitment to timelines.

	• Proficiency in Marathi, Hindi, and English • Computer literacy (MS Office, data entry, web tools) • Interpersonal, teamwork, and problem-solving skills
Experience	• Minimum 20 years of overall experience and at least 10 years of experience in site execution of civil and infrastructure projects. Should have handled projects of >INR 50 Cr.

Remuneration & Tenure

- As per MUHS–CHAKRA project guidelines and institutional norms commensurate with the experience of the candidate.
- **Tenure**: On contractual basis with contract term extending to max of 3 years. Contract can be renewed after 3 years based on mutual agreement.
- **Age: Below 60 years.** Retired government / defence personnel would be given preference.

10. POSITION: STORE MANAGER

Position Overview

Position Title: Store Manager

Department/Vertical: MUHS-CHAKRA, Vertical: Admin Department

Reporting To: CAO

Location: MUHS–CHAKRA, Nashik, Maharashtra

Number of Positions: 1

Position Type: Full-Time-Contractual

Key Roles and Responsibilities

The **Store Manager** at CHAKRA is responsible for the **efficient management of all materials, consumables, and equipment** used across academic, research, and administrative functions.

The Store Manager functions as a key link between **user departments**, **procurement committees**, and **vendors**, ensuring all materials and services are available as per institutional needs while adhering to financial and regulatory norms.

The key roles and responsibilities of Store manager include:

A. Procurement and Purchase Support

a. Coordinate with the Admin Officer and user departments to consolidate material, consumable, and equipment requirements.

b. Prepare indents, quotations, and comparative statements in accordance with institutional and government procurement norms.
c. Support the preparation of tender documents, bid evaluation sheets, and purchase orders.
d. Maintain an updated vendor database and ensure timely renewal of supplier registrations.
e. Track and follow up on purchase orders, ensuring timely delivery and resolution of discrepancies.
f. Ensure all procurement is transparent, cost-effective, and within approved budgets.
g. Assist in rate contract management and participate in vendor performance evaluations.

B. Inventory and Material Management

a. Maintain accurate and up-to-date inventory of all consumables, tools, and equipment.
b. Implement digital inventory management systems (ERP / Excel-based tracking) to record stock inflow and outflow.
c. Periodically reconcile physical stock with system records, flagging discrepancies immediately.
d. Ensure proper labeling, categorization, and storage of items to prevent damage or loss.
e. Conduct monthly, quarterly, and annual stock verifications and submit reconciliation reports.
f. Manage receipt and issue processes — including GRN (Goods Receipt Note), issue vouchers, and disposal of obsolete or damaged stock.

C. Tender, Vendor and Contract Management

a. Support the Admin Officer in floating tenders, pre-bid meetings, bid opening, and documentation of tender proceedings.
b. Maintain a register of all procurement-related contracts (annual maintenance contracts, rate contracts, service agreements).
c. Track and document all **communications, contracts, and work orders** with vendors.
d. Ensure all tender and vendor activities adhere to institutional procurement policy and audit requirements.
e. Ensure all **bills and invoices** are verified with supporting documents (purchase order, delivery challan, GRN) before forwarding to accounts for payment.

Eligibility Criteria and Experience

Required Knowledge	• Bachelor's Degree in Commerce / Business Administration / Supply Chain Management / Engineering / Science • Must be proficient in MS Office (Excel, Word, PowerPoint) and ERP or inventory software tools • Experience in store or materials management, preferably in a healthcare, academic, research, or public-sector organization. • Should have an understanding of contract management, audit and compliance that are required from a vendor management perspective and process of tender in government organization. • Basic understanding of budgeting, invoice verification, and GST compliance related to purchases.
Mandatory Skills	• Ability to maintain and extract data reports for audits, budgeting, and management decisions. • Capability to compare vendor quotations, assess material quality, and resolve supply discrepancies. • Strong communication skills to interact with the various departments and the vendors • Analytical mindset. • Proficiency in Marathi, Hindi, and English • Computer literacy (MS Office, data entry, web tools) • Interpersonal, teamwork, and problem-solving skills
Experience	• Minimum ~5 years of experience in store or materials management

Remuneration & Tenure

- As per MUHS–CHAKRA project guidelines and institutional norms commensurate with the experience of the candidate.
- **Tenure**: On contractual basis with contract term extending to max of 3 years. Contract can be renewed after 3 years based on mutual agreement.
- **Age: Not above 55 years. Retired government / defence personnel would be given preference.**

11. POSITION: Officer In-Charge – Simulation lab

Position Overview

Position Title: Officer In-Charge – Simulation Lab

Department/Vertical: MUHS-CHAKRA, Vertical:

Reporting To: CEO, MUHS-Chakra

Location: MUHS–CHAKRA, Nashik, Maharashtra

Number of Positions: 1

Position Type: Full-Time-Contractual

Key Roles and Responsibilities

Key Result Area 1: Simulation Lab Operations & Management:

- **Operational Oversight**: Provide leadership and oversight for the daily operations of the Simulation Lab, including scheduling of simulation sessions, maintenance and repair of equipment, inventory of supplies, and supervision of technical staff. Ensure the lab's infrastructure (manikins, task trainers, AV systems, software, etc.) is maintained at high functionality and upgraded as needed to stay current with technological advances.

- **Facility Management**: Implement and enforce policies and standard operating procedures for the Simulation Lab, covering equipment usage, safety protocols, and facility upkeep. Ensure the simulation center complies with all relevant guidelines, and prepare the lab for any accreditation or certification processes as applicable.

- **Financial & Resource Management**: Manage the Simulation Lab's budget and resources efficiently, in line with the organization's financial guidelines. Plan for procurement of new simulators and learning tools by benchmarking best-in-class technology and negotiating with vendors. Oversee inventory and ensure cost-effective utilization of resources without compromising on training quality.

Key Result Area 2: Simulation-Based Education & Training Programs

- **Curriculum Integration**: Collaborate with academic leaders and faculty to integrate simulation-based learning into undergraduate (UG) and postgraduate (PG) medical and health sciences curricula. Design and implement simulation scenarios that align with learning outcomes and clinical competencies required for various programs, effectively bridging theoretical knowledge with practical application

- **Program Development**: Develop a diverse range of high-impact experiential learning programs using task trainers, high-fidelity simulators, and standardized patient scenarios. Ensure these programs facilitate realistic exposure to clinical situations for students and trainees, in a safe, controlled environment that does not put real patients at risk. Aim to meet training targets (e.g. number of students trained per year) while maintaining educational quality.

- **Facilitation & Debriefing**: Oversee and participate in the facilitation of simulation sessions, including pre-briefing and debriefing. Train instructors and faculty in effective debriefing techniques and simulation pedagogy, fostering an environment of reflective learning and psychological safety for participants. Provide learners and clinical faculty

with orientation on their roles and the simulation area at the start of sessions, ensuring clarity of objectives and expectations.

- **Interdisciplinary Training**: Promote and organize interprofessional simulation exercises involving medical, nursing, and allied health students to foster teamwork and communication across disciplines. Use simulation to teach crisis resource management and collaborative practice, enhancing team-based competencies in managing critical clinical events

Key result Area 3 – Strategic Planning and Stakeholder Engagement:

- **Stakeholder Management**: Act as the primary liaison between the Simulation Lab and various stakeholders, including the CEO and Board of CHAKRA, academic departments of MUHS, affiliated medical colleges, and external partners. Communicate regularly on the lab's progress, needs, and achievements. Coordinate with affiliated colleges (hub-and-spoke model) to extend simulation training support to institutions that have limited resources, for example by conducting centralized workshops at MUHS or via a mobile simulation unit. Forge partnerships with healthcare institutions, industry, and professional organizations to enhance the visibility and utilization of the Simulation Lab.

- **Leadership & Team Management**: Provide strong leadership to the Simulation Lab team, which may include simulation educators, technicians, and administrative staff. Set clear performance expectations, conduct regular team meetings, and foster a collaborative team culture focused on innovation, responsiveness, and excellence in training delivery. Leverage the candidate's extensive leadership experience in academic settings to mentor team members for career development. Ensure a supportive environment that encourages continuous learning, creativity, and adherence to the core values of knowledge, attitude, and responsiveness.

Key Result Area 4 – Research, Innovation & Academic leadership:

- **Research & Innovation**: Drive research and innovation in simulation-based medical education, in line with the Simulation Lab's objectives of advancing medical training and improving patient safety. Initiate and lead research projects on the effectiveness of simulation training, new simulation modalities, and educational outcomes. Encourage publication of findings in journals and presentations at conferences, positioning the Simulation Lab as a leader in academic scholarship.
- **Collaboration & Grants**: Seek collaborations with national and international institutions for joint research and knowledge exchange in healthcare simulation. Apply for grants or funding opportunities to support the expansion of the Simulation Lab's capabilities (e.g. research funding, technology upgrades). Represent the Simulation Lab in professional bodies and forums (such as simulation societies or academic boards) to keep abreast of global best practices and contribute to policy discussions.

- **Academic Leadership**: Mentor faculty and educators in the development of simulation-based teaching skills. Organize faculty development workshops and instructor training programs (e.g., scenario design, debriefing skills) as part of the Faculty Development Academy initiatives. Guide and support academic staff in writing simulation curricula and assessment methods, ensuring continuous update of their knowledge and teaching approaches with the latest evidence-based practices. Serve as a research guide for postgraduate students or fellows interested in simulation in healthcare, leveraging the candidate's extensive background in guiding research scholars.

Eligibility Criteria and Experience

Required Knowledge	• A postgraduate degree in a health professions field is required (e.g., MD, MS, M.Sc. Nursing, or equivalent). A doctoral degree (Ph.D. in Health Sciences/Medical Education or related field) is highly desirable. • Combined clinical and academic experience in medical/health sciences education is expected. Experience as a faculty member (Professor, Associate Professor, or similar) with direct involvement in skills training or curriculum development will be an advantage. • In-depth knowledge of simulation-based medical education techniques and principles – understanding of scenario design, manikin operation, task trainers, virtual simulation tools, and debriefing methods. • Any specialized training or certifications in medical simulation or healthcare education will strengthen the profile. Additionally, certifications in life support courses (ACLS, BLS, etc.) and other clinical skills are desirable. • Familiarity with the pedagogy of adult learning and competency-based medical education is essential. • Strong grounding in clinical skills and healthcare practices, with the ability to translate real-world clinical scenarios into simulation learning experiences. • Knowledge of patient safety protocols and quality improvement processes in healthcare education is required. • Knowledge of curriculum development and academic research methodology - aware of how to incorporate simulation into medical and nursing curricula and how to measure learning outcomes. • Knowledge of how different healthcare disciplines (medicine, nursing, allied health) can train together using simulation. • Familiarity with simulation industry best practices and standards is desired.
Mandatory Skills	• **Teaching and Facilitation Skills**: Strong instructional skills with a background in teaching (preferably in medical/nursing or allied health education). Must excel at facilitating simulation scenarios and debriefings, with the ability to guide learners through reflection and improvement.

	Excellent communication and presentation skills are mandatory to effectively impart training and conduct workshops. • **Technical Proficiency**: Hands-on ability to operate and troubleshoot simulation equipment (high-fidelity mannequins, simulators, AV/IT systems). Comfort with emerging technologies like virtual/augmented reality in medical training is a plus. Should be adept at using computer programs for simulation operation and data tracking. • **Research and Analytical Skills**: Ability to design and conduct research studies in medical education/simulation, analyze data, and contribute to scholarly publications. Should be comfortable guiding students or faculty in research projects and fostering a culture of inquiry and evidence-based improvement. • **Interpersonal and Collaboration Skills**: Excellent interpersonal skills to engage with a wide array of stakeholders – students, faculty, clinicians, administrators, and external partners. Should be a team player who can build networks and collaborations. Skills in mentorship, conflict resolution, and motivating others are critical, given the role's leadership nature. • **Problem-Solving and Innovation**: Demonstrated problem-solving ability, especially in a clinical or educational context. The role requires innovative thinking to develop new simulation scenarios and programs addressing training gaps. Adaptability and continuous learning mindset to keep up with fast-evolving simulation methodologies are required.
Experience	• Minimum of ~15-20 years of combined clinical and academic experience in medical / health science education is desired.

Remuneration & Tenure

- As per MUHS–CHAKRA project guidelines and institutional norms commensurate with the experience of the candidate.
- **Tenure**: On contractual basis with contract term of 11 months extendable up to 3 years.
- **Age: Not above 60 years.** Retired government / defence personnel would be given preference.