No: IIPHS/2021/Ads/1/54/112 **Date: 19th November 2026**

Position: Site Data Manager / Project Research Scientist–II (Non-Medical)
Location: Aizawl, Mizoram
Number of Posts: 1 (One)
Duration of position: 1 year (renewable based on performance)

About IIPHS:
The Indian Institute of Public Health (IIPH) Shillong is a regional institute of public health in the northeast region of India. It was established in 2015 by the Public Health Foundation of India in collaboration with the Government of Meghalaya to redress the limited institutional and systems capacity in public health in the North Eastern Region of India. IIPH Shillong mandates include research interdisciplinary education and advocacy. IIPH Shillong had been upgraded to a university through the IIPH Shillong Act passed in the legislative assembly in 2026.

About Zoram Medical and Hospital:

Zoram Medical College and Hospital (ZMC&H) is the first medical college of Mizoram. It was established in 2018 by the Govt. of Mizoram with the aim of achieving medical excellence through quality education and research. It offers MBBS, Postgraduate and Public Health courses. The college is one of the Collaborators of ICMR- Centre for Advanced Research Project titled **"Implementation Science Trials and Training Hub for Maternal and Child Health in the Northeast States (ISTHMUS): Strengthening Evidence, Capacity, and Policy Translation"** based in IIPH, Shillong.

Project Brief:
The Implementation Science Trials and Training Hub for Maternal and Child Health in the North Eastern States (ISTHMUS) aims to address the "know-do gap" in maternal and child health by strengthening implementation science capacity and health-system practice in the North Eastern Region (NER) of India. The overall goal of ISTHMUS is to strengthen implementation science research, capacity, and health-system practice to improve maternal and child health outcomes in the NER. Through a Centre for Advanced Research (CAR), ISTHMUS will bring together researchers, health-system stakeholders, and partners to conduct collaborative research, build implementation science capacity, and generate locally relevant evidence. The initiative will work with four states i.e. Meghalaya, Mizoram, Assam and Tripura to identify implementation challenges, develop and evaluate scalable, context-responsive strategies, and establish an iterative learning system to support continuous adaptation, improvement, and uptake of evidence into routine health systems.

Roles and Responsibilities

- Conducts implementation science, health systems assessments, qualitative research, monitoring and evaluation, and economic analysis.
- Participant recruitment, implementation activities, and quantitative/qualitative data collection.
- Creates, maintains, and streamlines specialized databases, conducting routine upkeep to ensure data integrity, optimal performance, and fast access.

- Reviews, cleans, compiles, and analyses study data across all stages—actively identifying anomalies, missing values, duplicates, and outliers, while communicating key updates to project supervisors.
- Enforces strict compliance with ICMR Ethical Guidelines through patient confidentiality, data encryption (at rest and in transit), and proper anonymization/de-identification protocols.
- Trains field teams on digital tools, offline data sync, and app troubleshooting, while serving as the primary technical contact for real-time error resolution.
- Coordination of research documentation and reporting.
- Contribute to the writing and publication of high-quality papers in peer-reviewed literature and the dissemination of research findings.
- Attend and contribute to research project meetings and discussions.
- Any other work-related tasks assigned by the investigators of the project.

Essential Qualification:

Master of Public health / Biostatistics/Statistics/Data Science /Health Informatics/ Epidemiology, Demography/ Computer Applications, or related field with 3 years of post-qualification experience or PHD.

Desirable Qualifications:

- Prior experience of working with Microsoft Excel, Microsoft Access, SQL, or Statistical software (SPSS/STATA/R).
- Relevant experience in data management, creating databases, database administration, public health informatics, or monitoring & evaluation.
- Experience in multi-site project data coordination and reporting.
- Prior experience in academic/research institutions or public health projects.
- Certification or advanced training in database management or analytics tools.
- Language: English, Hindi and Mizo

Travel: May need to travel from Mizoram to IIPH, Shillong as per required

Salary: ₹ 67,000 per month plus 10% HRA, as per institute norms.

How to apply: Interested candidates may upload the required data in the Google form link

Last Date of Receipt of Applications: 29th November 2026

Your CV should provide the following in a Word/PDF document, preferably in the following order:

1. Full name, address and contact details (including email and phone).
2. Educational qualifications – Diploma/degree/s, year and institute qualified from.
3. Details of publications, presentations in conferences/seminars, and research grants held if none please state NIL.
4. Language skills (spoken, written skills), Software skills.
5. Work experience (position/job title, organization, duration) if none please state NIL.
6. Reference (two persons whom you have worked or trained under).

7. Any other relevant information.

General Instructions:

1. The Institute reserves the right to withdraw any advertised post at any time without assigning any reason.
2. Candidates must ensure, before applying, that they fulfil the eligibility criteria stipulated in the advertisement. If a candidate is found to be ineligible at any stage of the recruitment process, their candidature shall be liable to be cancelled. Concealment of information or submission of false or incorrect information/documents shall result in cancellation of candidature at any stage of the recruitment process.
3. Mere fulfilment of the eligibility criteria does not entitle a candidate to be called for an interview. If the number of eligible applicants is more than 20, a MCQ based preliminary written test will be conducted. Only shortlisted candidates will be called for the interview. Candidates called for written test and/or interview shall bear their own travel and accommodation expenses.
4. The Institute reserves the right to reject any application without assigning any reason whatsoever.
5. The Institute reserves the right to revise, reschedule, cancel, suspend, or modify the recruitment process, in whole or in part, without assigning any reason. The decision of the Institute shall be final and binding, and no appeal in this regard shall be entertained.
6. Any corrigendum, amendment, change, or update relating to the recruitment process shall be published only on the Institute's official website: www.iiphs.ac.in.
7. Candidates must upload the required information and documents through the Google Form link provided in the advertisement. Original certificates and supporting documents shall be required to be produced for verification at the time of the interview.
8. Incomplete applications or applications submitted without the required information/documents are liable to be rejected.
9. Applications received after the prescribed closing date will not be entertained.
10. Canvassing in any form, including bringing political or other external influence, is strictly discouraged and may result in disqualification.
11. Candidates are advised to satisfy themselves, before applying, that they possess the prescribed essential qualifications and experience for the post
12. Candidates must be in good physical and mental health. If selected, they may be required to undergo a medical examination and satisfy such medical authority as the Institute may specify.
13. The competent authority reserves the right to extend the closing date for receipt of applications and/or postpone, modify, or cancel the recruitment exercise without assigning any reason.
14. Candidates who meet the eligibility criteria and are found suitable may also be considered for appointment to other suitable positions within the Institute, based on their qualifications, experience, skills, and the requirements of the Institute. Such consideration shall be subject to the applicable recruitment process and approval of the competent authority.

Sd/-

Registrar

Indian Institute of Public Health Shillong
Lawmali, Shillong-793001