



ब्रिक-ट्रांसलेशनल स्वास्थ्य विज्ञान  
और प्रौद्योगिकी संस्थान



## BRIC-Translational Health Science and Technology Institute

(An Institute of the Biotechnology Research and Innovation Council, Govt. of India)

NCR Biotech Science Cluster, 3<sup>rd</sup> Milestone, Faridabad – Gurugram Expressway,

P.O. Box No. 04, Faridabad – 121001

### RECRUITMENT THROUGH AN OUTSOURCED AGENCY

| S. No. | Name of the position/<br>Maximum monthly emoluments/ No. of posts/Maximum Age       | Minimum qualification and experience                                                                                                                                                         | Date & Time for walk-in Interview                                                        |
|--------|-------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------|
| 01.    | <b>Highly Skilled (Executive Assistant)</b><br><br>Rs. 35,000/-<br><br>One/35 Years | <b>Essential:</b> Post Graduate degree in any discipline from a recognized university.<br><br><b>Desirable:</b> Candidates having knowledge of govt rules and regulations will be preferred. | <b>30<sup>th</sup> September 2026</b><br><br><b>(Wednesday)</b><br><br><b>09:00 A.M.</b> |

The candidates must bring their latest resume, one set of photocopies of documents in support of their educational qualification and experience along with originals and a valid ID card for verification.

Candidates coming after the time slot mentioned will not be entertained.

### Venue of Interview

Translational Health Science and Technology Institute (THSTI)

NCR Biotech Science Cluster, 3rd Milestone, Faridabad - Gurugram Expressway

Faridabad - 121001, Faridabad