



**TATA MEMORIAL CENTRE
ADVANCED CENTRE FOR TREATMENT, RESEARCH AND EDUCATION
IN CANCER**

Kharghar, Navi Mumbai- 410 210

www.actrec.gov.in Phone No: 91-22-27405000/5082/5353

(A Grant-in-aid Institution of the Dept. of Atomic Energy, Government of India)

No. ACTREC/ADVT-102/2025

04.06.2025

**WALK-IN-INTERVIEW FOR
Scientific Assistant (01 Post)
(ON PROJECT)**

EDUCATIONAL QUALIFICATION:

Post-graduation (preferably in Life sciences) with Minimum of 2 years of relevant experience in project management, computer skills, etc.

WORK EXPERIENCE:

Role: Project Coordinator for Regulatory Affairs for Cell Therapy Product Development

Responsibilities:

- Prepare, review, and submit CMC sections of regulatory filings (e.g., IND, CTA, BLA) in compliance with national and international guidelines
- Collaborate with process development, quality assurance, and manufacturing teams to generate and compile CMC documentation
- Coordinate with internal teams to ensure timely updates and lifecycle management of **Regulatory** submissions
- Respond to regulatory queries and deficiencies related to CMC sections during review cycles
- Support facility compliance audits and inspections by preparing CMC-related documentation and responses

Selected candidate will have to join at the earliest; hence result-awaited candidates will not be eligible to apply for the post.

CONSOLIDATED SALARY: Rs.27,000/-pm to Rs. 40,000/-p.m.

DURATION: Six Months & Extendable.

Eligible Candidates may attend the walk-in interview on **Thursday, 19th June, 2025** and report at **PS-306, Meeting Room, 3rd Floor**, Paymaster Shodhika, ACTREC, Kharghar, Navi Mumbai-410210 along with recent CV and photograph (passport size), **original and xerox** copies of all certificates (educational qualifications, work experience, and Aadhaar Card as ID proof).

Reporting Time: 10:00 AM to 10:30 AM.

Alpasani

In charge (Academic & Project Cell)