

WALK- IN – INTERVIEW FOR
Research Coordinator
(On Outsourced Contract Basis)
A1 Facility and Property Managers Pvt. Ltd.

An Outsourced Contractor for Manpower Services, looking for Research Coordinator to be placed on contract at Tata Memorial Centre- ACTREC, Kharghar, Navi Mumbai-410 210 detailed as below:

ESSENTIAL QUALIFICATION & EXPERIENCE: M. Tech Biotechnology, M.Sc. Biotechnology/M.Sc. Life Science Botany/Zoology/Biochemistry/Applied Biology/Microbiology) preferably with 01 year experience.

The below skills are desirable.

Basic understanding of molecular biology technique, next generation sequencing and genotyping laboratory workflows

- Experience in handling biological samples (blood/tissue) and maintaining
- records
- Good organizational and coordination skills
- Ability to follow SOPs and maintain quality standards
- Effective communication and scientific writing skills
- Basic MS office
- DNA extraction from biological samples(manual/automated)
- PCR-based techniques, genotyping and sequencing library preparation
- Blood separation and fractionation methods (manual/automated)
- Mass spectroscopy machine handling and sample preparation
- Chromatography machine handling and sample preparation

Familiarity with:

- Automated biobank systems
- Liquid handling platforms
- Laboratory data management systems

CONSOLIDATED SALARY: ₹ 34,000/- to 40,000/- p.m. (on the basis of experience over and above the specified eligibility criteria)

DURATION: 6 months (extendable as per requirement)

JOB LOCATION: Centre for Cancer Epidemiology (CCE), ACTREC, Kharghar

AGE LIMIT: Up to 35 Years (may be relaxed on experience basis)

Candidates fulfilling above requirements may walk in for interview on **Monday 17th August, 2026 at, Room No. 205, 2nd floor, CCE, TMC-ACTREC, Sec-22, Kharghar, Navi Mumbai- 410210** along with Bio-data, recent passport size photograph, scanned copies of Aadhar Card, PAN CARD, ORIGINAL and Self Attested copies of Qualification Certificates and Experience Certificates.

Reporting Time: 10.00 a.m. to 10.30 a.m.

Sd/-
Supervisor