

INDIAN COUNCIL OF MEDICAL RESEARCH

POST BOX NO 4911, ANSARI NAGAR,
NEW DELHI – 110029

WALK-IN INTERVIEW

The post of Data Entry Operator (Grade-B) is to be filled up purely on temporary basis in the Disability Rehabilitation Research Unit under Head, Division of Non Communicable Diseases, ICMR, (HQ) New Delhi. The unit is involved in coordinating various activities of development of National Disability and Rehabilitation Research System (NDRRS) at ICMR (HQ). The engagement will be initially for one year and extendable upto the period of project on yearly basis subject to satisfactory performance and requirement.

Post : Data Entry Operator (Gd-B)

No. of Post : One

Pay : 18,000/- p.m. (fixed)

Essential Qualification : Intermediate or 12th pass in science stream from recognized board with DOEACC 'A' level from a recognized institute and/or 2 years' experience in EDP work in Government, Autonomous PSU or any other recognized organization. A speed test of not less than 15000 key depressions per hour through speed test on computer.

Age limit : Below 28 years

(Upper age limit is relaxable up to 5 years for Government Servants and SC/ST/OBC candidates in accordance with the instructions issued by the Department of Personnel and Training from time to time.

The post is to be filled up purely on temporary basis. The appointment is terminable with one month's notice from either side. The selected candidate will have no claim for regular appointment under ICMR or continuation of his/her services in any other project. Benefits of provident fund, CCA, leave concession, medical claim, HRA, earned leave, leave travel concession etc. are not admissible. No TA/DA will be paid for attending the interview.

The interested candidate possessing above qualifications may appear for Walk-In-Interview to be held at Indian Council of Medical Research, Ansari Nagar, New Delhi on 20-11-2018 at 10:00 A.M. alongwith (i) six copies of bio-data and self attested copies of certificates, (ii)

certificates and testimonials in original. No application will be entertained after 10.30am on the date of walk-in-interview.

GENERAL INSTRUCTIONS:

- The Competent Authority reserves the right to make any amendment, cancellation and changes in this advertisement in whole or in part without assigning any reason.
- The candidates are advised to ensure that they fulfill the eligibility criteria as mentioned in the advertisement before applying for the posts.
- Vacancies may increase or decrease at the time of interview by the orders of the competent authority. The vacancies indicated as above are provisional and includes anticipated vacancies. This is subject to change without any notice.
- Crucial date for determination of eligibility with regards to Educational qualification and experience will be the date of walk in interview i.e. 20-11-18.
- Any canvassing by or on behalf of candidates or to bring political or other outside influence with regard to selection / recruitment will lead to disqualification.
- No correspondence or personal inquiries shall be entertained.

APPLICATION FORM

INDIAN COUNCIL OF MEDICAL RESEARCH HQRS.

ANSARI NAGAR, NEW DELHI

Advertisement No.

Application of the Applicant: Data Entry Operator Gd-B

1. Name of the Applicant : _____

2. Sex : Male ____ Female _____ **Marital Status :** Married ____ Unmarried

3. Father's Name : _____

4. Name of the Spouse : _____

5. Date of Birth : _____

6. Age as on : _____

7. Whether SC/ST/OBC/General

8. Present Address : _____

Mobile No: _____

Email: _____

9. Permanent Address: _____

10. Nationality : _____