



आई.सी.एम.आर.- राष्ट्रीय व्यावसायिक स्वास्थ्य संस्थान
ICMR-NATIONAL INSTITUTE OF OCCUPATIONAL HEALTH
मेघानीनगर, अहमदाबाद- 380016 :: Meghaninagar, Ahmedabad - 380016

No. NIOH/Project/Envis/2017-18/

Date: 11/10/2017

WALK IN INTERVIEW

The following post is to be filled up under the ENVIS Centre on Environment & Occupational Health at National Institute of Occupational Health (NIOH) Ahmedabad sponsored by the Ministry of Environment, Forests and Climate Change, Government of India, New Delhi. The post is purely temporary, ad-hoc & contractual basis and co-terminus with the project.

Sr. No.	Post	Pay (Rs)	Qualifications & Experience	Job Requirement	Age Limit
1.	Data Entry Operator (One) (UR)	11,000/- P.M.	Graduate with knowledge of computer technology (Website development, designing, internet, publication etc) with one-year experience. OR 12 th Passed with good knowledge of computer technology (Website development, designing, internet, publication etc) with two year experience/ Certified Para-Taxonomist	<ul style="list-style-type: none">• To assist the coordinator in overall coordination of the ENVIS project/Centre.• Data Collection and Data entry.• Database creation and management.• Bibliography maintenance.• Support for the publication of Newsletters and abstracts.	30 Years

The interested candidates meeting above-mentioned conditions of eligibility may report latest by **10:00AM on 31/10/2017, Tuesday at this Institute**. The candidates have to submit application on plain paper along with two copies of their detailed Bio-Data with the attested copies of educational, work experience certificates and testimonials at the time of reporting for interview. The original certificates may be produce for verification on demand. Only shortlisted candidates will be called for walk-in-interview/written test after verification of documents.

A written test before taking an interview will be conducted if the number of eligible candidates are more than 30. In this case, merit list will be prepared based on written test and only 10 shortlisted candidates from merit list will be called for interview. The written test will contain question related to General Knowledge and related subject.

The engagement of Data Entry Operator will be on temporary basis and the selected candidates shall not have any right to claim for regular appointment under NIOH/ICMR/MoEF&CC and his/her engagement will be deemed terminated immediately after expiry of the project without any notice and the NIOH, Ahmedabad will hold no responsibility for payment of salary/regular appointment etc. thereafter. The candidate will not be entitled to any allowances such as CCA, DA, HRA, TA, LTC, Bonus, Medical Claim, PF etc. since the post is purely temporary, adhoc and co-terminate with the project.

The decision of the Director-in-Charge, National Institute of Occupational Health, Meghaninagar, Ahmedabad will be final in this regard. Canvassing in any form will be considered as a disqualification.

No TA/DA will be paid for attending the interview.

Director-in-charge