



**अखिल भारतीय आयुर्विज्ञान संस्थान भोपाल**  
**All India Institute of Medical Sciences Bhopal**

**Recruitment of Contractual Staff in ICMR funded extramural project**

1. Eligible candidates are invited to attend INTERVIEW for the following post on purely temporary or contractual basis in the extramural research project ICMR funded “**Setting up of registry for renal complications in Indian children with Sickle Cell Disease: The Indian Sickle Cell Nephropathy (ISN) Consortium**” under Dr Tanya Sharma, Principal Investigator and Assistant Professor, Department of Pathology and Lab Medicine, AIIMS Bhopal.

<b>Name of the Post</b>	Data entry operator (DEO)
<b>Number of Post</b>	ONE
<b>Project</b>	ICMR funded “ <b>Setting up of registry for renal complications in Indian children with Sickle Cell Disease: The Indian Sickle Cell Nephropathy Consortium</b> ”
<b>Essential Qualification</b>	Intermediate or 12 <sup>th</sup> pass in science stream from a recognized board with DOEACC “A” level from a recognized Institute. A speed test of not less than 15000 key depressions per hour through speed test on computer.
<b>Desirable Qualification</b>	2 years’ experience in EDP work in government, autonomous, PSU or any other recognized organization.
<b>Age limit</b>	28 years
<b>Emoluments</b>	18,800/- per month (Consolidated)
<b>Job Description</b>	<ul style="list-style-type: none"><li>• The position is purely temporary and renewable depending on the funding of the project</li><li>• Co-ordinate with technician cum data entry operator of other centres for packaging and transfer of samples</li><li>• The job requires data entry from the co-ordinating centre, regular correspondence with other centres regarding implementation, appropriateness of data entry and mid –term analysis.</li><li>• Executing finance and administrative related tasks of project.</li></ul>
<b>Duration</b>	One Year. The appointment could be extended till the end of the project or duration of the Project whichever is earlier.

2. **Selection Venue:** Department of Pathology and Lab medicine, Medical College Building, AIIMS Bhopal. No TA/DA will be paid for attending the walk-in-written test/Interview/skill test.

3. **Age Concession:** Age relaxation is admissible in respect of SC/ST/OBC candidates, Retrenched Government Employees, Departmental Candidates (including projects), and ex-servicemen in accordance with the instructions issued by the Central Government from time



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to time. Age concession to the extent of services rendered in the research projects will also be admissible for experienced and skilled persons.

#### 4. Date and Time of Written Test/Interview/Skill Test:

All the candidates should report for the exam on **11.01.2023 latest by 10:00 AM**. Venue: Department of Pathology and Lab Medicine, Medical College Building, AIIMS Bhopal. It is mandatory for all the candidates to bring hard copy of duly filled application form on the date of walk-in exam.

*Written Examination:* (if more number of candidates) would be held at Lecture theatre/ Exam Hall, Sardar Vallabh Bhai Patel (Medical College) Building, AIIMS, Saket Nagar, Bhopal. The examination would consist of multiple-choice questions in the subjects of General Science, General Analytical ability, and knowledge of concerned area.

5. The candidates shall report for appearing in the walk- in- exam with:

a. Hard copy of duly filled application form

b. Resume

c. Original documents and self-attested photocopies of proof of date of birth (class 10th certificate/ school leaving certificate), eligibility qualification mark-sheets, degrees, experience certificate, caste certificate (if applicable), qualifying degree registration with statutory council (if applicable) and other relevant testimonials.

d). Two recent passport size colour photographs

6. Application Fees: Nil

### **TERMS & CONDITIONS**

1. It is candidates' responsibility to ascertain and ensure their eligibility as per the prescribed qualification and experience. Any misinformation detected at any stage will make the candidate liable for legal action. Permission to appear in the selection process does not approve the eligibility of the candidate. Even after qualifying the selection process the candidate may be rendered disqualified at the time of document verification if he / she does not fulfil essential eligibility criteria.

2. These appointments will be made from the staff strength sanctioned to the extra-mural project and employment in this extra-mural project will not vest any right to candidate for appointment within the sanctioned staff strength of AIIMS Bhopal or NHM.

3. **Tenure:** The assignments are purely on contract basis for the period specified above. This appointment will not vest any right to claim by the candidate for regular appointment or permanent absorption in AIIMS Bhopal or ICMR or for continued contractual appointment.



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4. **Expiry of Contract:** The contract will automatically expire on completion of period specified above until it is renewed with mutual consent for the decided period. The contractual appointment can be terminated at any time by either side by giving 30 days' notice or salary in lieu thereof.
5. **Leave:** The leave entitlement of the appointee shall be governed in terms of the ICMR/NHM leave policy governing extramural / short term research projects as amended from time to time.
6. **Accommodation:** No hostel or any other accommodation will be provided by the Institute / Principal Investigator.
7. The candidate who is already in government service shall submit 'No Objection Certificate' from the present employer at the time of walk-in-written test.
8. The prescribed qualification is minimum and mere possessing the same does not entitle any candidate for selection.
9. The candidate should bring along original certificates in support of his/her age, educational/ professional qualification, experience etc., two recent passport size colour photographs and a one set of self-attested photocopies of the relevant documents failing which he/she will not be allowed to participate in the exam.
10. The candidate applying in response to his advertisement should satisfy themselves regarding their eligibility in all respects.
11. No travelling or other allowances will be paid to the candidate for appearing in written examination or for joining the post.
12. Canvassing of any kind will lead to disqualification.
13. Private practice of any type is prohibited.
14. He / She can be posted at any place as per the requirement of the project including rural areas / field sites.
15. He / She is expected to conform to the rules of conduct and discipline as applicable to the institute employees.
16. The decision of the competent authority regarding the selection of the candidate will be final and no representation will be entertained in this regard.
17. The candidate should not have been convicted by any Court of Law.
18. In case any information given or declaration by the candidate is found to be false or if the candidate has wilfully suppressed any material information relevant to his appointment,



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he/she will be liable to be removed from the service and any action taken as deemed fit by the appointing authority.

19. Applications incomplete in any aspect will be summarily rejected.

20. The Competent Authority reserves the right of any amendment, cancellation and changes to this advertisement as a whole or in part without assigning any reason or giving notice.

21. All information / updates pertaining to this advertisement including date of written examination, result, joining etc will be displayed on the AIIMS Bhopal website which is [www.aiimsbhopal.edu.in](http://www.aiimsbhopal.edu.in)

22. No individual intimation may be sent by the AIIMS Bhopal to applicants. It will be the responsibility of applicants to keep abreast of the developments by visiting institute website regularly.

23. All disputes will be subject to jurisdictions of Court of Law at Bhopal.

*Tanya Sharma*

Dr Tanya Sharma

(Principal Investigator)

Assistant Professor

Department of Pathology and Lab Medicine

AIIMS, Saket Nagar, Bhopal