



Date: 01-11-2017.

**WALK-IN-WRITTEN TEST/ INTERVIEW  
(EMPLOYMENT NOTIFICATION)**

Applications are invited from eligible candidates for the following posts for the project "Improving Health and Nutritional Status of Vulnerable Segment of Population by Implementing Multi-Component Health and Nutrition Education Intervention as a Sustainable Model of Intervention" Hyderabad. The project is funded by ICMR and executing agency is NIN. Applications will be received from the individuals on **20<sup>th</sup> November, 2017** between **9:00 A.M. and 10:00 A.M. in the Conference Hall at NIN, Tarnaka, Hyderabad for Walk-in-Written Test/ Interview**. Late applications will not be entertained after 10:00 A.M. under any circumstances. The Application form will be provided to the candidates at NIN on the date of Walk-in-Written Test/ Interview. The Candidates may download the application form from [www.ninindia.org/](http://www.ninindia.org/) [www.icmr.nic.in](http://www.icmr.nic.in).

Sl. No.	Details	Requirements/ Information
1.	Name of the post	: <b>Data Entry Operator-A</b>
	No. of vacancies	: 3 posts, (UR-2 & OBC-1)
	Essential Qualifications	: i. Intermediate/ 12 <sup>th</sup> pass from recognized board. ii. A speed test of not less than 8000 key depressions per hour through speed test on computer.
	Desirable	: 1. Degree in Computers (B.Sc./ B.Com.) 2. One year experience in data entry, preparation of PPTs and Charts.
	Nature of Duties	: Data entry, preparation of PPT, Charts.
	Age Limit	: 25 years. Age relaxation is admissible as per ICMR guidelines.
	Consolidated salary	: Rs.16,988-00 p.m. fixed without any allowances.
	Tenure	: Up to 30-03-2018 initially and extendable as per rules.
	Date & Time of Written Test/ Interview	: <b>20<sup>th</sup> November, 2017 from 10:00 AM onwards.</b>
	Place of work	: NIN, Hyderabad.
	Syllabus for Written Test	: Knowledge in Basic Computers.

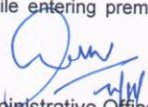
**Selection Procedure:** Interview will be conducted to the eligible candidates. However, if more number of candidates are found eligible for the post advertised, written test/ skill test may also be conducted on the same day for final round of Interview.

The candidates should bring **all original certificates** of educational qualifications (from SSC onwards), Experience, Aadhaar Card, Community and PH Certificates along with one set of photocopies of the same duly attested (can be self attested) along with a passport size photograph for attending the Written Test/ Interview. The persons belonging to Other Backward Category should bring the latest O.B.C. (Non-creamy layer) Certificate issued by the respective Tahsildar/ MRO specifically issued for the purpose of applying for Central Government Posts. **No TA/ DA will be paid for attending the Written Test/ Interview.** The recruited project staff is eligible for leave as per rules and will have to give an undertaking before joining.

**GENERAL CONDITIONS:** The conditions of employment will be the same as that of the project staff on contract basis. The candidates have no right to claim for any regular employment at this Institute. The Director in-charge & Appointing Authority has the right to accept/ reject any application without assigning any reason(s) and no correspondence in this matter will be entertained. Age, qualifications, experience etc., will be reckoned as on the date of walk-in-written test/ Interview. Candidates applying for more than one post, need to submit separate application for each post.

**Note:** No electronic devices including Calculator and Mobile phones are allowed while entering premises except Pen/ Pencil eraser/ writing pad.

Advt. No.46/Projects/2017

  
Sr. Administrative Officer  
for Director