

**ICMR-NATIONAL AIDS RESEARCH INSTITUTE**  
**Indian Council of Medical Research, Department of Health Research (DHR)**  
**Ministry of Health and Family Welfare**  
**PlotNo.73, G – Block, Bhosari, Pune – 411026**  
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Ref: NARI/Estt/Consortium/2022-23/

Date: 02/02/2023

Online applications are invited through the online system on the ICMR-NARI website up to **19-02-2023** for the following post under the project entitled, “**Consortium of National Reference Laboratories for Kit Quality**”. The post is purely temporary basis. In case of OBC, Non-creamy layer certificate from the competent authority empowered to issue such certificate. The Date for Personal discussion via Skype/ video call will be confirmed to the shortlisted candidates through phone or email.

Name of the post	No. of post	Age	Duration	Essential Qualification	Desirable Qualification	Job Requirement	Consolidated Salary per month
Data Entry Operator	2	Up to 28 years	6 Months	a. 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 b. A speed test of not less than 15000 key depressions per hour through speed test on computer.	a. Experience in Data Entry in research projects or in any National Health Program b. Work experience in Electronic Data Processing/Data management c. Should be well conversant with various computer applications including MS Word, Access , Excel formats	a. Enter the data of the panel members used in all Consortium labs in access format b. Maintain stock inventory for serum/plasma samples used at all Consortium labs in access format	Rs. 18,000/-

**It is mandatory:**

**Age Concession: Age concession to the extent of service rendered in other research projects will also be admissible for experienced and skilled persons.**

Government servants should apply through proper channel or enclose 'No Objection Certificate' from the present office/employer along with their application. Any canvassing by on behalf of the candidates or bringing political or other influence with regards to the selection shall be considered as a disqualification. The selected candidate should be willing to join immediately. Local candidates will be given preference. Director, ICMR-NARI reserves the right to shortlist the candidates to be interviewed. The appointing authority has the right to accept/reject any application without assigning any reason(s) and no correspondence in this matter will be entertained.

**Sd/  
Principal Investigator**

**Sd/-  
Administrative Officer**

**Sd/-  
Director**