



NIMH-PROJ/MOHFW/NKC/Various/NOTIF./2022-23

27.03.2023

NOTIFICATION

NIMHANS is conducting WALK-IN-INTEVIEW cum Skill Test on **12.04.2023 at 10.00 AM** to fill the following posts on contract basis for **MOHFW** funded project entitled “Apex Coordinating Centre for the National tele Mental Health Program (Short Title: National Apex Coordinating Centre for Tele MANAS” under Dr. Naveen Kumar C, Professor of Psychiatry & Principal Investigator, NIMHANS.

The desirous candidates who fulfill the eligibility criteria mentioned below are advised to appear for Walk In Selection (Skill Test Cum Interview) at the venue mentioned below, along with their CV/Portfolio and testimonials in original as well as set of photo-copies.

1)Data entry operator

Name of Post	Data Entry Operator
Number of Posts	01(one)
Salary	Rs. 25,000/- per month consolidated
Essential Qualification	Bachelor in business management or commerce with data entry courses
Experience	Working on health projects
Position Involves	Entering data accurately and keeping records up-to-date, compiling verifying the accuracy and sorting information to prepare source data for computer entry. Using and maintaining important software and computer applications.
Age Limit	30 years
Duration of project	04 years (initial appointment is for a period of 6 months that can be periodically extended further based on performance)

2) Graphic designer/ illustrator artist

Name of Post	Graphic Designer/Illustrator Artist
Number of Posts	01 (one)
Salary	Rs. 40,000 per month consolidated
Essential Qualification	Bachelors’ degree in Visual/Fine Arts with specialisation in Applied Art and Painting OR Bachelor in Multimedia
Additional desirable experience	1. Skills in illustrations 2. Skills in line drawing 3. Understanding the depth of the concept 4. Using designer tools including but not limited to photoshop, coral draw, illustrator, adobe cloud suite, Figma, CANAVA, etc. 5. Video editing skills 6. Skills in creating animations, and caricatures 7. Good communication skills 8. Experience working on health projects and with multidisciplinary teams 9. Training from institutes of repute
Position Involves	Creating content for Information Education Communication, websites, social media handles and project reports
Age Limit	35 years
Duration of project	04 years (Initial appointment is for a period of six months that can be periodically extended further based on performance)

3) Project Coordinator

Name of the Post	Project Coordinator
No. of Post	01 One
Age limit	40 years
Essential Qualification	1) Master's in Business Administration or Masters in commerce or any other Master's degree 2) Minimum 65% in qualifying examination as above 3) Proficiency in Microsoft word, excel, and PowerPoint
Emoluments / Salary	Rs. 30,000/- Consolidated per month
Additional desirable Qualification	Experience in clinical research or teaching or training
Brief job description	The job will involve working with multidisciplinary teams, with project planning, organizing, staffing, directing, reporting and budgeting responsibilities
Duration of project	04 years (Initial appointment is for a period of six months that can be periodically extended further based on performance)

Candidates will be selected based on the performance in the Written/Skill Test on the day of Walk-In Interview.

Venue - Board Room, adjacent to Academic Section, NBRC building 4th Floor, Administrative Block, NIMHANS, Bengaluru-29

Date & Time of Walk-in-interview – 12.04.2023 at 10.00 AM

Note: The candidates are required to register their name half an hour before the commencement of the interview and No TA/DA will be paid for attending the Walk-In- Interview.

Sd/-

REGISTRAR