NATIONAL AIDS RESEARCH INSTITUTE,
Indian Council of Medical Research, Department of Health Research,
Ministry of Health & Family Welfare,
Plot No.73, G - Block, MIDC, Bhosari PUNE 411 - 026
Phone No. 27331200, 27331323 Email: nari_establishment@yahoo.co.in

WALK-IN-INTERVIEW

Applications are invited for the following posts under the project "**S**tudy to **U**nderstand **P**revention and **E**xplore **R**espective **B**arriers for Women: A multi-stakeholder perspective on vaginal Microbicides and other NPTs" study (SUPERB STUDY)

Sr. No	Name of the Post	No of the Post(s)	Essential Qualification (s) and Experience	Desirable Qualification (s) and Experience	Job Responsibilities	Age	Salary	Date & Time of Interview
1	Data Entry Operator (Grade B) (Qualitative Data Manager)	01	3 years degree in Anthropology / Sociology / Social Work / Psychology / Health Science / English	Masters degree in Anthropology/Sociology/Social Work/Psychology/Health Science/English Knowledge of Marathi / Hindi / Tamil / Kannad 1 year experience of working on health related research projects Good Typing Speed in English and Marathi or Devnagri and knowledge of MS Office	He/ She shall be responsible for managing qualitative data entry, QC, Communication with the sites and report generation. Transcription, translation and Typing of Marathi and Hindi text data in English and electronic entry of the same.	Not exceeding 30 Years [Age Relaxable in case of experience candidate]	Rs.18360/- P.M.	12th March 2013 at 9.00 AM

Walk in with your application in the prescribed format (available on the Website) along with all required enclosures for proof of age (SSC Certificate), qualification (Degree certificate and all mark sheets), experience (proof for experience) and application fee of Rs.100/-, drawn in favour of the Director, NARI, Pune, by a Demand Draft (only from a Nationalized Bank) or Indian Postal Order. SC/ST and women are exempted from payment of application fees. Age relaxable for SC/ST/OBC-Non Creamy Layer / Physically Handicapped candidates and Govt. Servants as per Govt. of India Rules. The application should be duly superscribed as "Application for the post of Data Entry Operator (Grade B) under NARI-SUPERB Project. Government servants should apply through proper channel. Director, NARI reserves the right to shortlist the candidates to be interviewed. Any canvassing by or on behalf of the candidates or bringing political or other influence with regards to the selection shall be considered as a disqualification. Age and experience is relaxable in deserving cases.

Principal Investigator
SUPERB Project

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1		Advertisement No.	NARI/Estt/Proj/Superb/2012-13/01
2		Name of the post and its Sr. No.	**Data Entry Operator (Grade-B)**
3		Name in full (in Block Letters)	
4	a)	Postal Address (Present)	
	b)	Permanent Address	
	c)	Email Address	
	d)	Telephone No	
5	a)	Date of Birth	
	b)	Present Age (As on last date for application)	**Years** **Months**
	c)	Sex	
	d)	Whether SC/ ST /OBC (Non-Creamy Layer)/ PH	
	e)	Marital Status	

6. **Educational Qualification:** (enclose a separate sheet if space is not sufficient)

Examination Passed	Year of Passing	Name of the Board/ University	Class/ Percentage Obtained	Special Subjects
S.S.C.				
H.S.C.				
Graduation **(Please specify)**				
Post Graduation **(Please specify)**				
Doctorate				
Specialization				

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7. **The Languages you can**   Read   : English, Hindi, Marathi

                                              Speak   : English, Hindi, Marathi

                                                Write   : English, Hindi, Marathi

8. **Previous Service Details:** (Chronologically starting from the Present Employer)

      (enclose a separate sheet if space is not sufficient)

Name & Address of the Employer	Date of		Post held	Total Monthly Salary	Nature of Duties
	Joining	Leaving			

9. **References:**

1.
2.

10. If selected what notice would you require for joining the post:	

11. Additional information, if any

I HEREBY DECLARE THAT THE PARTICULARS FURNISHED IN THIS FORM BY ME ARE TRUE TO THE BEST OF MY KNOWLEDGE AND BELIEF.

Date:

Place: **Signature of the Candidate**