



All India Institute of Medical Sciences, Bhubaneswar

Sijua, Post- Dumduma, Bhubaneswar 751019

AIIMS/BBSR/ICMR(PROJECT)/704/

DATE: 22nd October 2016

WALK- IN-INTERVIEW

Eligible candidates are invited to attend WALK-IN INTERVIEW on the following dates for various posts sanctioned under ICMR project entitled **“Epidemiology of Infertility in a rural area of Odisha and need for simplified management approach”** under Dr. Saubhagya Kumar Jena, Department of Obstetrics & Gynaecology on **2nd November 2016**. The essential qualifications, experience, consolidated salary and service tenure are as under:

SL.No. 1: Data Entry Operator

Project Name	Epidemiology of Infertility in a rural area of Odisha and need for simplified management approach.
Project Duration	Maximum duration of the project is 2 years. Initial appointment will be on contract basis for 3 months and based on performance extended for further 3 months. Following this each contract period will be for 6 months and renewed till completion of project which may be less than 2 years.
Brief Description about the Project	Epidemiologic study of infertility in Tangi Block of Khurdha district, Odisha. Preparation of simplified management guideline for Infertility.
Resource Requirement	one
Upper age limit	25 years on the date of interview.
Education	Intermediate or 12 th pass from recognized board with minimum 50% marks. A speed test of not less than 15000 key depressions per hour through speed test on computer.
Experience	Applicants with experience in research and community work and having computer literacy shall be preferred.
Key Skills	Ability to handle large data sheets on MS



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	Excel/Created data interfaces/Online central databases.
Job Title	Data Entry Operator
Location	AIIMS, Bhubaneswar, Odisha
Proposed Salary	Monthly Consolidated salary of Rs 16,188/- (Rupees sixteen thousand one hundred and eighty-eight only). No annual increment.
Core Responsibilities	Maintain all the databases of the Project: online and offline.
Specific Activities	<ul style="list-style-type: none">- Data management- Draft reports- Manage all official correspondence- Coordinate with accounts section, AIIMS, Bhubaneswar-Maintaining project accounts
Date of interview	2nd November 2016 Time: 9.00 AM to 1.00 PM Reporting Time: 9.00 AM



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SL.No. 2: Field Assistant

Project Name and Project ID	Epidemiology of Infertility in a rural area of Odisha and need for simplified management approach.
Project Duration	Maximum duration of the project is 2 years. Initial appointment will be on contract basis for 3 months and based on performance extended for further 3 months. Following this each contract period will be for 6 months and renewed till completion of project which may be less than 2 years.
Brief Description about the Project	Epidemiologic study of infertility in Tangi Block of Khurdha district, Odisha. Preparation of simplified management guideline for Infertility.
Resource Requirement	one
Upper age limit	28 years on the date of interview
Education	High School *or equivalent with minimum 60% marks.
Essential Experience	Five years' experience in community health related field from a Government institution or recognized institute. * Intermediate with science subjects and B. Sc. Shall be treated as equivalent to 2 and 3 years' experience respectively.
Key Skills	Ability to conduct a field survey and record data in the pro-forma in English, Hindi and Odiya.
Job Title	Field Assistant
Location	AIIMS, Bhubaneswar, Odisha
Proposed Salary	Monthly Consolidated salary of Rs 16,188/-



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	(Rupees sixteen thousand one hundred and eighty-eight only). No annual increment.
Core Responsibilities	Maintain all the databases of the Project: online and offline
Specific Activities	<ul style="list-style-type: none"> - Door to door visit and interviewing (Survey & Quantitative inquire) of study respondents. - Scheduling follow up visits - Follow up of respondents with infertility and referral to project team for further assessments
Date of interview	2nd November 2016 2.00 PM to 5.00 PM Reporting Time 2.00 PM

SL.No. 3: Field Attendant

Project Name and Project ID	Epidemiology of Infertility in a rural area of Odisha and need for simplified management approach
Project Duration	Maximum duration of the project is 2 years. Initial appointment will be on contract basis for 3 months and based on performance extended for further 3 months. Following this each contract period will be for 6 months and renewed till completion of project which may be less than 2 years.
Brief Description about the Project	Epidemiologic study of infertility in Tangi Block of Khurdha district, Odisha. Preparation of simplified management guideline for Infertility.
Resource Requirement:	one
Education	High School or equivalent with minimum 60% marks.
Upper age limit	25 years on the date of interview
Job Title	Field Attendant



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Location	AIIMS, Bhubaneswar, Odisha
Proposed Salary	Monthly Consolidated salary of Rs 14,910/- (Rupees Fourteen thousand nine hundred and ten only). No annual increment.
Core Responsibilities	To assist the investigators to carry out various clinic and laboratory based procedures.
Specific Activities	<ul style="list-style-type: none">- To maintain records- Transport of samples in infertility clinic- Maintenance of cleanliness in the clinic- To help the field assistant & investigators as and when required
Date of interview	2nd November 2016 2.00 PM to 5.00 PM Reporting Time 2.00 PM

How to apply?

Interested candidates may appear for walk-in interview. Candidates should bring duly filled application form (As per the prescribed Performa) and all original certificates of educational qualifications, experience certificate along with a pass port size photo and set of photocopies of all documents at the time of interview.

Terms and conditions

1. These are tenure vacancies under funded project and are not employment on AIIMS Bhubaneswar pay roll. Employment will be automatically terminated upon completion of the project and there is no liability for permanent employment on AIIMS, Bhubaneswar or Principal Investigator. Also the candidates have no right to claim permanent employment based on this job.
2. **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 to time. Age concession to the extent of service rendered in other research projects will also be admissible for experience and skilled persons.
3. Selected candidates have to carry out extensive touring and collect data from field.



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4. Selected candidates have to undergo training at AIIMS, Bhubaneswar.
5. No TA/DA will be paid for attending this Walk-in-Interview.
6. All other terms and conditions will be regulated by the guidelines as issued by ICMR & AIIMS Bhubaneswar.

Dr Saubhagya Kumar Jena

Additional Professor & Head

Department of Obstetrics & Gynaecology

AIIMS, Bhubaneswar

(Principal Investigator)

Odisha-751019

Contact information

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Application form

1. Name of the post applied for:

2. Name of the project:

Photograph

3. Name in full (block letters):

4. Mothers name:

Fathers/husbands name:

Guardian name and Phone no.:

5. Address for correspondence :
With phone number & email id.

6. Permanent address:

7. Date of Birth:

8. Whether SC/ST/OBC/General:

Caste:

9. Marital status: Married/Unmarried



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10. Educational qualifications:

SL. No.	Exam passed	Grade	Year of passing	Board/University	specialization

11. Work experience:

SL. No.	Period		Post held and scale of pay	Name of the employer	Reason for leaving
	From	To			

12. Employment exchange details (if available): No..... Exchange.....

13. If selected what period would you require for joining the post:

14. Have you ever been declared unfit by a medical board/court.....Yes/NO.....

for appointment in any government service?

If yes, details.....

DECLARATION

I hereby declare that the particulars furnished in this form by me are true to the best of my knowledge and belief.

Place:

Date:

Signature of the candidate