

**ICMR -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**  
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Ref: NARI/Estt/Solidarity/2022-23/

Date: 21 /12 /2022

**Virtual Walk in interview** for the post of Data Entry Operator (Grade B) under project “An international randomised trial of additional treatments for COVID-19 in hospitalised patients who are all receiving the local standard of care” for ICMR NARI. This post is purely temporary.

S No	Name of the post	No. of post	Age	Durati on	Essential Qualification	Desirable Qualification	Job Requirement	Consolidated Salary
1	Data Entry Operator (Grade B)	3	28 years	Three months	<ul style="list-style-type: none"> <li>Intermediate or 12<sup>th</sup> pass in Science stream from a 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.</li> <li>A speed test of not less than 15000 key depressions per hour through speed test on computer.</li> </ul>	<ul style="list-style-type: none"> <li>Bachelor’s degree in from a recognized institution / university</li> <li>Diploma in computer applications/manage ment. from recognized university/ institution</li> </ul>	<ul style="list-style-type: none"> <li>Data Entry, compiling of data, QC of entered data</li> <li>Filing of forms</li> <li>Clerical/ Administrative responsibilities assigned by PI.</li> </ul>	Rs.18,000/-

Interested candidates are invited for **virtual walk-in-interview for the post of Data Entry Operator** at ICMR-NARI Bhosari Pune. Kindly send your full bio-data and copies of proof of age, qualifications, experience etc on the email address [ao.project@nariindia.org](mailto:ao.project@nariindia.org). Candidates belonging to OBC should produce Non-creamy layer certificate from the competent authority empowered to issue such certificate on the above mentioned email address. Age and experience is relaxable in deserving cases. Government servants should apply through proper channel or enclose ‘No Objection Certificate’ from the present office/employer along with the application. Director, ICMR- 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.

Date and Time	Link for joining the virtual Walk in Interview
Date- 05-01-2023 Time- 10.00am	<a href="https://echo.zoom.us/j/81924404433?pwd=cjAwMG83ZkYvS2RiTG9aeklESHIBUT09">Link-https://echo.zoom.us/j/81924404433?pwd=cjAwMG83ZkYvS2RiTG9aeklESHIBUT09</a> Password- 572239

Sd/-  
Principal Investigator

sd/-  
Administrative Officer

sd/-  
Director