

No.10-1/2010-IHD
Govt of India
National Centre for Disease Control
(Directorate General of Health Services)
22-Sham Nath Marg, Delhi-110054

Dated: 28th December, 2012

WALK-IN INTERVIEW

Looking for eligible candidates for the following positions on Contractual basis in a unit “Global Disease Detection-India Centre” at NCDC, Delhi:

	Name of contractual positions	Eligibility criteria	Age	Remuneration
1.	Junior Microbiologist (med/non-med) (one)	(a)MBBS with MD/DNB in Medical Microbiology/Lab Medicine; Or (b)MBBS with Post Graduate Diploma such as D.Bact./D.Virology with one year experience in clinical laboratory services; Or (c)M.Sc. in Medical Microbiology with PhD with two year experience in clinical laboratory services. Or (d)M.Sc. Medical microbiology with 7 years experience clinical laboratory services. AND Must be Proficient in computer applications (MS-Word, Excel, and Power point), email and internet.	Not more than 60 Years.For retired Govt. Servants, as per DOPT guideline	Rs.60,000-70,000 per month (Consolidated)
2.	Communication Expert(one)	a) Post Graduate degree in Mass Communication or Journalism from a Govt. Institute having at least 3 years experience in a reputed organisation. OR (b) Post Graduate diploma in Mass Communication or Journalism with 5 years experience.	Below 45 years. For retired Govt. Servants, as per DOPT guideline.	Rs. 40,000 - 50,000/- per month consolidated.

		<p>b) Proficient in computer and media applications.</p> <p>Desirable:</p> <ul style="list-style-type: none"> • Experience in undertaking similar assignments preferably in health/social sector. • Excellent analytical, oral and written communication skills. 		
3.	Fiscal/Administrative Assistant (one)	<p>M.Com/MBA (Finance) with three years experience in accounts preferably in Govt. Sector or in case of Retired Govt. Servant should be Graduate and must have passed SAS Accounts training with three years experience.</p> <p>Knowledge in Computer Applications: Word, Excel etc.</p>	Below 40 years. In case of Retired Govt. Servant as per DOPT guidelines.	Rs. 25,000 – 30,000/- p.m. (consolidated)
4.	Data Analyst(two)	<p>a) Post Graduate with at least Degree/Diploma/ in Computer Application from Govt. Recognised Institution.</p> <p>b) Computer proficiency including MS Office – Word/PowerPoint and Advance Excel skills.</p> <p>c) Minimum 3 years of experience in Data Management preferably in health sector.</p>	Below 40 years. For retired Govt. Servants as per DOPT guidelines.	Rs.25,000-30,000/- per month consolidated
5.	Technical Assistant(two)	<p>Master degree in relevant speciality in Zoology/Microbiology/Biology/Biochemistry</p> <p>Desirable: Two years practical experience in a Medical laboratory.</p>	Below 40 years. For retired Govt. Servants as per DOPT guidelines	Rs. 24,000 – 27,000/- per month consolidated.
6.	Research Assistant(one)	<p>Master degree in relevant speciality in Zoology/Microbiology/Biology/Biochemistry</p> <p>Desirable: Two years practical experience in a Medical laboratory.</p>	Below 40 years. For retired Govt. Servants as per DOPT guidelines	Rs. 24,000 – 27,000/- per month consolidated

7.	Data Entry Operator (one)	Graduate in any discipline. One year Diploma/Certificate in Computer Applications. Atleast three year's working experience as Data Entry Operator, preferably in Health Sector.	Below 30 years. In case of retired Govt. Servant, as per DOPT guidelines.	Rs. 12,000-15,000 per month (Consolidated)
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Eligible and willing candidates may attend walk-in-interview in Central Seminar Room, NCDC, 22-Sham Nath Marg, Delhi-110054 as under:

Positions at SNo. 1,3,5 & 6 : 16th January,2013 at 10.00.a.m.
Positions at SNo. 2, 4 & 7 : 17th January, 2013 at 10:00 a.m.

They may bring their original certificates, testimonials and photocopies of all such documents.

General Condition

The engagement will be on contract basis for a period up to 30.09.2013. It may be extended for further period subject to the extension of Cooperative Agreement of GDD IC and satisfactory performance of the candidate. No TA/DA will be admissible for attending the interview. This advertisement can be viewed at NCDC website www.ncdc.gov.in.

Administrative Officer