

CHITTARANJAN NATIONAL CANCER INSTITUTE (CNCI)
37, S. P. MUKHERJEE ROAD, KOLKATA – 700 026

Advt. No. 532 /2017

Date:13-09-2017

Director, CNCI invites application from suitable candidates for filling up the following posts on purely temporary basis under the ad-hoc project entitled “Hospital Based Cancer Registries and others” supported by NCDIR, NCRP, ICMR.

Data Entry Operator-02 (Unreserved)

Sl. No	Name of the Post	No. of vacancies	Qualification & Experiences	Salary	Upper age limit on the date of advertisement
01	Data Entry Operator	02 (Unreserved)	Essential qualifications: Three year graduate degree from a recognized university (with good command over spoken and written grammatical English) with knowledge of data entry work. Desirable qualifications: (i) Speed of 8000 key depressions per hour & at least 3 years experience in operation of PC. (ii) Knowledge of DTP packages and use of software programmes will be an added qualification. (iii) Qualification in Stenography/maintenance of accounts, cashbook ledgers will be a major advantage.	Rs. 16,179/- p.m. (fixed)	28 Years

Duration of project: 01 year

Terms and Conditions:

No benefit of provident fund, Leave Travel Concession, Medical Claim etc. will be considered, since the posts are purely temporary basis. No TA/DA will be paid for attending the interview. The above posts are filled-up on purely on temporary basis, co-terminus with the project & the candidate will have no right to claim for Permanent Employment under NCDIR/NCRP/ICMR or continuation of his/her services in any other project.

Interested candidates fulfilling the above criteria may appear at walk-in-interview on 22-09-2017 at 12:30 p.m. at Room No. H-104 along with Bio-data showing academic record from Matriculation onwards experience and recent passport size photograph and self attested copies of relevant certificates.

Please follow details in the Website : www.cnci.org.in

DIRECTOR