**Advertisement**

Vacancy under project “Health care worker case control study- WHO Unity Trail”

Job title: Study Co-ordinator cum data manager

Salary: Rs 40000/pm

Hours: Part time

Location: AIIMS Rishikesh, Uttarakhand for Project entitled “Assessment of Risk factors for COVID 19 among Health Care Worker: A case-control study in a tertiary care hospital in India”

Key responsibilities & duties

1. Carry out research according to protocols laid out by primary researchers
2. Collect and log research data
3. Conduct statistical analyses of data sets
4. Prepare graphs and spreadsheets to portray results
5. Create presentation slides and posters to help researchers present findings
6. Review print and online resources to gather information
7. Check facts, proofread, and edit research documents to ensure accuracy
8. Maintain project related equipment and inventory

**Essential qualifications**

Master of Public Health with basic graduation in MBBS or BDS

**Desirable Qualifications**

1. Candidate must be proficient in using computer (MS Word, Excel, Power point) and statistical software (if any)

2. Experience in conducting research

3. Experience in Interview skill

**Note : Appointment is purely for project purpose and any claim other than this project is not acceptable.**

**Format for Application**

Affix self-attested

recent passport size

photograph here.

**Project title: Assessment of Risk factors for COVID 19 among Health Care Worker: A case-control study in a tertiary care hospital in India**”

**Name in full (in Block letters):**

**Father's/Husband's Name:**

**Permanent Address including:**

**Phone, e-mail**

**Address for correspondence:**

**Date of Birt**h: Date: Month: year:

(Attested copy of proof of age to be attached)

**Whether SC/ST/OBC/GEN :**

(lf SC/ST/OBC, documentary proof to be furnished)

**Nationality**:

**Educational Qualifications in chronological order beginning from SSC (10,th Onwards)**:

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| --- | --- | --- | --- | --- |
| Name of the Examination  Passed | Year of  Passing | Name of the  Board/University | Sub studied | Division/%" of  marks  obtained |
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**Work Experience in chronological order**

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| --- | --- | --- | --- | --- | --- |
| Name & address of  Employer | Period of service | | Designation of post and  scale of pay | Total length  of service | Nature of work  & level of  responsibilities |
|  | From | To |  |  |  |
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Whether presently in any job.

If yes, then job is in Govt./PSU/Autonomous Institutions/Private:

Whether permanent/temporary/ad-hoc in the present job:

Any other information relevant:

**Declaration & Certificate**

I hereby declare and certify that all the statements made in this application are true and correct to the best of my knowledge and belief. If any of the particulars furnished by me are found to be incorrect or suppressed, my candidature is liable to be rejected at any stage during or after selection process. Further, I understand that this position is purely temporary on contract basis, if it is found after my appointment at the Centre that the particulars furnished by me are incorrect or suppressed, my services are liable to be terminated without any notice.

Place.... Signature of the Candidate..

Date. Name

IMPORTANT)

CLOSING DATE FOR SUBMISSION OF ONLINE RECRUITMENT APPLICATION (ORA) THROUGH ORA

WEBSITE IS 23:59 HRS ON 14.01.2021.

DATE FOR DETERMINING THE ELIGIBILITY OF ALL CANDIDATES IN EVERY RESPECT SHALL BE THE

PRESCRIBED CLOSING DATE FOR SUBMISISON OF ONLINE RECRUITMENT APPLICATION (ORA).

THE APPLICANTS ARE ADVISED TO FILL IN ALL THEIR PARTICULARS IN THE ONLINE RECRUITMENT

APPLICATION CAREFULLY AS SUBMISSION OF WRONG INFORMATION MAY LEAD TO REJECTION

THROUGH COMPUTER BASED SHORTLISTING APART FROM DEBARMENT.

DATE FOR THE INTERVIEW ON WHICH THE SHORTLISTED CANDIDATE IS REQUIRED TO BRING THE

PRINTOUT OF HIS/HER ONLINE APPLICATION ALONGWITH OTHER DOCUMENTS AT AIIMS Rishikesh

SHALL BE INTIMATED SEPARATELY

**(IMPORTANT)**

**CLOSING DATE FOR SUBMISSION OF ONLINE RECRUITMENT APPLICATION (ORA) THROUGH ORA WEBSITE IS 23:59 HRS ON 16.06.2021.**

**DATE FOR DETERMINING THE ELIGIBILITY OF ALL CANDIDATES IN EVERY RESPECT SHALL BE THE PRESCRIBED CLOSING DATE FOR SUBMISISON OF ONLINE RECRUITMENT APPLICATION (ORA).**

**THE APPLICANTS ARE ADVISED TO FILL IN ALL THEIR PARTICULARS IN THE ONLINE RECRUITMENT APPLICATION CAREFULLY AS SUBMISSION OF WRONG INFORMATION MAY LEAD TO REJECTION THROUGH COMPUTER BASED SHORTLISTING APART FROM DEBARMENT.**

**SUBMIT THE COMPLETED APPLICATION FORM AT** [**cfm@aiimsrishikesh.edu.in**](mailto:cfm@aiimsrishikesh.edu.in)

**DATE FOR THE INTERVIEW SHALL BE INTIMATED SEPARATELY**