



GOVERNMENT OF JAMMU & KASHMIR
SHER-I-KASHMIR INSTITUTE OF MEDICAL SCIENCES, SOURA SRINAGAR
(J&K)

DEPARTMENT OF GENERAL MEDICINE

RE-ADVERTISEMENT NOTICE

Pursuant upon the resignation of Mr. Junaid Yousuf Wani, Data Entry Operator, Dated; 27th March 2023 (Notice period already pre-informed), Applications are invited from eligible candidates for the post of Data Entry operator under the ICMR funded project entitled, "**Implementation of AMSP in various tertiary care centres across India**" at Sheri-Kashmir Institute of Medical Sciences, Soura, Srinagar, purely on temporary basis, initially for a period of 03 (Three) months (extendable). The details of the post are as under:

Position Title	No. of Posts	Eligibility	Remuneration/ Salary Per month as per ICMR	Age Limit (Upper age limit may be relaxed as per ICMR Guidelines)
Data Entry Operator- Grade-B	01	10+2 in Science stream with Three-year Diploma in Computer applications/Bachelors of Computer Applications or Equivalent. Desirable Qualification: 1. Proficiency in Computer handling and MS Word, Excel, Power Point, Knowledge of Statistical tools. 2. Two years of working experience in the field of data entry, office management and other administrative work.	Rs. 18000/= Consolidated (corresponding to PB-I Rs. 5200-20200 + Grade Pay Rs. 2800)	28 years

Mode of Applying & Selection:

Applications as per the attached format with the attested copies of certificates/documents shall reach the office of the undersigned (General Medicine office; Room No. 2310) **by or before 5th April 2023; Timing: 10:30AM- 4PM.** (Application form to be downloaded from SKIMS website <http://www.skims.ac.in/>). No application shall be entertained beyond the last date. Applications without complete documents will not be entertained.

The terms & conditions for the post are as follows:

1. The posts will be filled up purely on temporary basis. Since, the post is purely temporary, the candidate(s) will have no claim for regular appointments under the above project or continuation of his/her services in any other project. Also, the candidates cannot claim for any regular appointment at this institute after the termination of the project.

2. The appointment can be terminated with one-month notice from either side without assigning any reason.
3. No TA/DA shall be paid for attending the interview or joining of post after selection and the candidate should make his/her own arrangement for stay at the time of interview & joining of post.
4. Qualification & experience should be from any Govt. recognized reputed organization.
5. Experience will be counted only after completion of minimum education qualification.
6. Mere fulfilling the essential qualification does not guarantee for the interview call & selection.
7. Separate application should be submitted for each post.
8. The decision of the competent authority regarding the selection of the candidate will be final & no representation will be entertained in this regard.
9. The competent authority reserves the right of any amendment, cancellation & changes to this advertisement as a whole or in part without assigning any reason or giving notice thereof.
10. All the information/updates pertaining to this advertisement including date of interview/ Joining, etc., will be displayed on the SKIMS website (www.skims.ac.in) & the notice board of Department of General Medicine of the Institute.



Dr. Syed Mudasir Qadri
Additional Professor;
Dept. of General Medicine
(Principal Investigator)

No: SIMS/128/155(III)/2023- 93-96

Dated: 30-03-2023

CC:-

1. Dean Medical Faculty, SKIMS.
2. SE EC & IT SKIMS with a request to direct the officials to upload the advertisement on SKIMS website.
3. PS to Director SKIMS & EOSG for information to Director.
4. Office copy.