

Government of Rajasthan
Directorate, Medical & Health Services
Swasthya Bhawan, Tilak Marg, C-Scheme, Jaipur.

No.HA/NCD/11/296

Dated:- 9-11-2011

Advertisement

Rajasthan State Health Society (NCD), Jaipur invites application for following mentioned posts on purely contractual basis at State NCD Cell, Directorate, Medical & Health Services, Jaipur, Rajasthan.

S.No.	Post/Job Title	Post	Qualification	Remuneration per month (Consolidated)	Recruitments Through
1	Data Entry operator	2	Graduate with Diploma in computer applications, Experience in database designing , excel sheet desirable, Minimum one year of relevant working experience, Age Limit 40 Years	12000/-	Through Approved Registered Service Provider Agency

Detail of above post, Job description, Essential Qualification, Experience, Age Limit, General Instructions, & Term and Condition are available on website www.rajswasthya.nic.in and may be collected from Room No. 108, Swasthya Bhawan, Jaipur.

Application should be sent to the State Nodal Officer, Rajasthan State Health Society (NCD), Room No 12, Swasthya Bhawan, Tilak Marg, C-Scheme, Jaipur. through registered and approved services provider agency latest by 5 PM on 22-11-2011 Application received after that period will not be considered.

Note: - Advt No. HA/NCD/11/268 Dated 07-10-11, published for the post of Data Entry Operator (Sno 4) is hereby cancelled. Candidates who had applied earlier for the post of Data Entry Operator have to apply in fresh as per above mentioned criterion.

Director (AIDS / HA)

4. Job title: Data Entry Operator

Qualification & Experience

- Graduate
- Diploma in Computer Applications
- Experience in database designing, excel sheet desirable
- Minimum one year of relevant working experience.

Age Limit: Up to 40 years.

Job requirements/responsibilities:

- Ensure regular entry of all relevant data in the computer pertaining to various aspects of NPCDCS in a systematic manner to facilitate its analysis.
- Compile the reports.
- Maintenance and up keep of the computer and its accessories.
- Any other job assigned as per program need.

Remuneration: Up to Rs. 12,000/month