



**NATIONAL INSTITUTE OF MENTAL HEALTH AND NEUROSCIENCES,  
BENGALURU - 560 029**

No.NIMH/PROJ/GBK/DHR-ICMR/DEO-NOTI/2021-22

Dated 31.08.2021

**NOTIFICATION**

Applications are invited from the eligible candidates, for filling up of the post of “Data Entry operator” on CONTRACT basis for two years only for the project is funded by Department of Health research under ICMR entitled “Smartphone based Telestroke Vs ‘Stroke Physician’ led Acute Stroke Management (SMART INDIA): A cluster randomized trial” under Dr. Girish Baburao Kulkarni, Professor, Department of Neurology & Principal Investigator.

Name of the Post	Data Entry Operator
No. of Post	One
Minimum Qualification	Bachelor degree with proficiency of experience in Microsoft office (word, excel and power point) and experience in data entry.
Desirable Qualifications	Working experience as data entry operator in a reputed institute/ medical facility, Proof of proficiency as data entry operator and research work experience, good interpersonal skill and ability to participate as team member. Should be able to travel to Mandya and Kolar for project related work as and when required.
Maximum Age Limit	35 years
Emoluments	Rs.17,000/pm consolidated (including all allowances)
Duration of the Post	Two years, with initial appointment for period of 6 months extendable depending on the work performance.
Other requirement / conditions/information:	Participation in clinical research/trial and two years’ commitment. The primary responsibility is data collection, data entry coordinating at with medical colleges in Mandya and Kolar with central team at New Delhi.

Eligible candidates fulfilling the criteria may send their Curriculum Vitae/Resume by email to [gbk5000@rediffmail.com](mailto:gbk5000@rediffmail.com) Candidates who apply should invariably mention the Notification No. & Date, email ID, Contact No. & Postal Address, failing which the application will not be considered.

Schedule for the online interview through Zoom video conference call will be intimated in due course to the shortlisted candidates.

The last date for receipt of filled in applications along with the relevant documents is **11-09-2021 up to 4.00 pm**. Late applications will not be entertained.

Sd/-  
**REGISTRAR**