



**NATIONAL INSTITUTE OF MENTAL HEALTH & NEURO SCIENCES,
"Institute Of National Importance" BENGALURU - 560 029**

NIMH-PROJ/DBT/NPR-GV/NOTI/2021-22

24.12.2021

NOTIFICATION

Applications are invited from eligible candidates for the post of "**Field Data Collector**" on **adhoc basis** for the Department of Biotechnology funded project entitled "**Genome India: Cataloguing the Genetic Variation in Indians**" –under **Dr. Naren P. Rao, Additional Professor & Dr. G. Venkatasubramanian, Professor, Dept. of Psychiatry & Principal Investigators.**

Name of the Post	Field Data Collector
No. of Post	One
Essential Qualifications	B.Sc. in Life Sciences with good academic record
Nature of work	Involves field data visit, interviewing study participants and collection of demographic data & data entry.
Maximum age limit	50 Years
Emoluments	Rs. 20,000 + HRA as applicable
Duration of the Post	One Year & 3 Months Initial appointment will be made for a period of six months which will be extendable every six months till the end of the project depending upon the performance of the candidate

Eligible candidates fulfilling the criteria, must apply by mandatorily sending following documents as a single pdf in the same order:

1. Application letter (It should mention the **Notification No., Name of the applied Post & Date**)
2. Checklist (Strictly in the attached format)
3. Resume (Strictly in the attached format: mandatory to include **e-mail ID, Contact Number, Postal Address & Two Referees**)
4. Copy of certificate of the Age Proof
5. Copies of certificates of Essential Academic Qualification(s), Number of Attempts & Percentage / Grade of Marks
6. Copies of certificates of Experience(s)
(Work experience wherever applicable for "Essential qualification for eligibility" should be supported by a **Letter of Recommendation from the supervisor** of the department/section in which the candidate has work experience)
7. Document(s) to support other desirable qualifications

All the above documents should be mandatorily sent as a single pdf document by email to shivecfrecruitment@gmail.com. **Applications not following the above format and not having the above-mentioned documents will not be considered.**

The last date for receipt of applications along with the relevant documents is **31st December, 2021.**

**Sd/-
REGISTRAR**



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Format for Resume

1. Name of the candidate :
2. Present address :
3. Permanent address :
4. Email :
5. Telephone number(s) :
6. Age :
7. Date of Birth :
8. Academic qualifications :

Name of examination/ degree	University/ Institution	Subject	Month & Year of completion

9. Experience (previous appointments held with date and duration):

Post held	Period		Total period	Organization/ Institute
	From	To		

10. Names and contact details of two Referees:
 - a.
 - b.
11. Any other relevant information(s):



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Checklist

Name of the Candidate:
Name of the Post applied:

Sl. No.	Item	Yes/No ("Yes" only if relevant document is attached)	Attachment Serial No.
1.	Application Letter		
2.	Checklist		
3.	Resume		
4.	Age Proof		
5.	Essential qualification(s)	a.	
		b.	
		c.	
		d.	
6.	Desirable qualification(s)	a.	
		b.	
7.	Any other relevant document	a.	

I hereby declare that the I have all the requisite qualifications as mentioned in the notification.
I have attached the requisite documents in the prescribed order. I declare that all the
information provided in the application are correct and attached documents are the unaltered
true copies of the original documents.

Signature of Candidate
(with Full name and date)