FORM-A

NIZAM'S INSTITUTE OF MEDICAL SCIENCES
(A University established under State Act)
Punjagutta, Hyderabad-500 082
Advertisement

Applications are invited from suitably qualified and experienced candidates in the prescribed format (to be copied on a plain paper) for the temporary post mentioned below in the Department of Medical Genetics Unit, NIMS.

The following Criteria may be considered for the position.

1. Name of Post : Data Entry Operator (DEO)

2. No of Post : One

3. Qulification   :   Any Garduate (Desirable BSc)

    With typewriting and computer skills.

4. Salary payable per month: Rs. 8000/- (Consolidated pay)

5. Applicants should note that the appointments to be made are purely temporary and there is no right for claiming for any regular appointment in NIMS.

6. In case the services of a particular post are required only for a part of a day daily, the salary payable will also be proportionately adjusted and explained at the time of interview.

7. No T.A/D.A will be paid for attending the interview or for joining the post.

8. The application should be submitted in the enclosed format (by copying on a plain paper) and must be accompanied by attested copies of certificates in support of all information furnished in the application.

9. **Last date for receipt of filled-in applications is 10.01.2014**

10. **Date, Time and place of Interview:** Shortlisted candidates will be informed by phone/mail.

11. Address to which the applications should be sent : To the Incharge, Medical Genetics Unit,

NIMS

FORM-B

<u>FORMAT OF APPLICATION</u>

1. Application for the post of   :

2. Name of the candidate in full :

    (in capital letters)

3. Date of Birth   :

4. Nationality   :

5. Address for communication:

6. Permanent address   :

7. Educational qualifications   :

Sl No.	Name of the exam Passed	Name of the Institution / Board/University	Month and year of exam Passed	Marks secured	% of marks secured	Class/ division declared

8. Have you passed "NET'/CSIR?:

  If 'yes', please indicate

(i) Name of the exam. Passed   :

 (ii) Date of passing exam.   :

9. Previous experience   :

  (Furnish name of the post /

  Fellowship, period worked,

  Name of the organization /

  Institution etc.)

10. Present position.   :

11. Any other information   :

Date:………………   Signature of the candidate