



ICMR- NATIONAL INSTITUTE OF MEDICAL STATISTICS
Ansari Nagar, New Delhi-110029

Walk-in-interview

Date : **December 3, 2021**
Time : 10.30 am
Place : ICMR-National Institute of Medical Statistics, New Delhi

Interested candidates are invited to attend walk-in-interview/written test for the following post under “**National Data Quality Forum (NDQF)**” project aimed at improving the quality of India’s demographic, health and nutrition data.

Scientist C (Non-Medical)		
1.	Name of the Post	Scientist C (Non-Medical)
2.	Number of Post	One
3.	Age Limit	Not more than 40 years as on 3-12-2021
4.	Consolidated Salary	Rs.51,000/- per month plus H.R.A as per ICMR rules
5.	Duration	Upto 30/9/2022
6.	Essential Qualification and Experience	<p>First class master degree in Mass Communication/Journalism/English(Language/Literature) from a recognized university with 4 yearsexperience in Health Communication/Documentation.</p> <p style="text-align: center;">OR</p> <p>Second class master degree with Ph.D. in Mass Communication/Journalism/English(Language/Literature)from arecognized university with 4 years experience in Health Communication/Documentation.</p> <p>In Addition to the above qualification preference would be given to those having strong organizational skills that reflect ability to perform and prioritize multiple tasks seamlessly with excellent attention to detail; proven writing and editing skills; and skills in programme communication, development of information and Communication materials; to produce analytical and well-presented reports and publications; to effectively manage relationships with government officials, community groups, media representatives and consortium partners; skills in MS Office, including Word, Excel, Power Point, Desktop Publisherand other Graphics software.</p>

7.	Job Description	<p>The incumbent will promote the mission of NDQF Project with an emphasis on enhancing its visibility in the sector, drive communications objectives of the project at the national and state level, co-ordinate with program teams to create, collate and deliver textual, audio and visual content, ensure consistency in all communications, build stakeholder trust and advocacy, and build media relationships.</p> <p>To assist and support program communication need; prepare project newsletters; brochures and other publicity and promotional materials; design and implement media (including social media) campaign for project activities (e.g. drafting press briefings and releases; managing twitter handle, etc.); develop effective relations with stakeholders including government representatives, partners, and media.</p>
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General terms & conditions for the posts are as follows:-

1. Since the posts are purely temporary, the incumbents selected will have no claim for regular appointment in ICMR-NIMS or ICMR Hqrs. or any other institute of ICMR.
2. The appointment will be upto **30-09-2022**, which may be extended based on the performance of candidate and extension of the project.
3. The appointment is terminable with one month notice period from either side without assigning any reason.
4. No TA/DA will be paid for attending the interview/written test.
5. Leave shall be as per ICMR rules for project staff.
6. Reservation for SC/ST/OBC will be as per Govt. of India norms.
7. Qualification and experience should be from a recognised university/organization/institution.
8. Experience should have been gained after acquiring the minimum essential qualification.
9. Mere fulfilling the essential qualification does not guarantee the selection.
10. Director, ICMR-NIMS, reserves the right to consider or reject any application/candidature.
11. Submission of wrong or false information during the process of selection shall disqualify the candidature at any stage.
12. Canvassing in any form will be a disqualification and the decision of the Selection Committee will be final.
13. Candidates coming for the interview/written test should bring a duly filled in application in the prescribed format, a recent passport size photograph, originals as well as photocopies of certificates and documents and other testimonials to support the claim of experience etc.

Administrative Officer