



भारतीय आयुर्विज्ञान अनुसंधान परिषद INDIAN COUNCIL OF MEDICAL RESEARCH

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No. 16/107/2008-Admn.II

Dated 13.11.2017

OFFICE MEMORANDUM

Subject: - Guidelines for recruitment of staff for short – term Research Projects
amendment thereof.

Director General, Indian Council of Medical Research has approved the following amendments in guidelines for recruitment of staff for short terms research projects circulated vide Council's letter of even number dated 04.08.2016.

| Sl.No. | Post | Existing Provision | Amended provision |
|--------|----------------------------------|--|---|
| 1. | Data Entry Operator (Grade-B) | Intermediate or 12 th pass in science stream from recognized board with DOEACC 'A' level from a recognized institute and/or 2 years' experience in EDP work in Government, Autonomous PSU or any other recognized organization. A speed test of not less than 15000 key depressions per hour through speed test. | Intermediate or 12 th pass in science stream from recognized board with DOEACC 'A' level from a recognized institute and/or 2 years' experience in EDP work in Government, Autonomous PSU or any other recognized organization. A speed test of not less than 8000 key depressions per hour through speed test. |
| 2. | Data Entry Operator (Grade-C) | Bachelor's degree in Computer Application/IT/Computer Science from a recognized institution/university. A speed test of not less than 15000 key depressions per hour through speed test on computer. | Bachelor's degree in Computer Application/IT/Computer Science from a recognized institution/university. A speed test of not less than 8000 key depressions per hour (kdph) on computer. |

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|----|---------------------------|--|--|
| 3. | LDC/Jr. Project Assistant | i) 12 th pass or equivalent from a recognized board. ii) A typing speed of 35 wpm in English or 30 wpm in Hindi or 10500 KDPH in English or 9000 KDPH in Hindi. | 12 th pass or equivalent from a recognized board. A speed test of not less than 8000 key depressions per hour (KDPH) on computer. |
| 4. | UDC/Sr. Project Assistant | i) 12 th Pass or equivalent from recognized board with 5 years experience of administrative work, or ii) Graduate in any discipline with 2 years experience of administration work, and iii) A typing speed of 35 wpm in English or 30 wpm in Hindi or 10500 KDPH in English or 9000 KDPH in Hindi | i) 12 th Pass or equivalent from recognized board with 5 years experience of administrative work, or ii) Graduate in any discipline with 2 years experience of administration work, and iii) A speed test of not less than 8000 key depressions per hour (KDPH) on computer. |

This issues with the approval of Competent Authority.



(Bharat Bhushan)
Administrative Officer,
for Director General.

1. All Directors/Director in-charge of ICMR Institute/Centre.
2. Head of all Technical Divisions at Hqrs. Office.

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