

**DEPARTMENT OF COMMUNITY MEDICINE
MAULANA AZAD MEDICAL COLLEGE, NEW DELHI- 110002.**

Walk-in- Interview

The walk – in – interview for following post under the time bound project “**Addressing Smokeless Tobacco and Building Research Capacity in South Asia**” is scheduled to be held in the Deptt. of Community Medicine, MAMC on **13.09.2019 at 10.30 am** .

Name of the post : Field Investigators **No. of Post :** 4 **Salary :** 33,000/- pm

Qualification: Master’s degree in Anthropology/ Sociology/ Psychology/ Social Work/ Sustainable Development/ Population Studies from a recognized university/ BDS.

Desirable: Two years of field experience in conducting research studies

Skills :

- Good Knowledge of MS Office and computer skills.
- Should be efficient in translating and back translating qualitative interviews to English / Hindi language.
- Good communication skills with proven aptitude for effective verbal and written communication.
- Ability to think strategically and work under tight deadlines on a result-oriented basis;
- Ability to stay motivated and engaged in broader aspects of work as part of a team, beyond individual areas of work;
- Ability to demonstrate effective interpersonal skills by working harmoniously as a member of a team, adapting to diverse environment and maintaining a high standard of personal conduct.

The interested candidates meeting above mentioned criteria of eligibility may appear for the walk –in-interview to be held on **13th Sep. 2019 at 10.30 am** in the Department of Community Medicine, Room no. 359. The candidates are to submit their detailed Bio-data along with self attested copies of certificates and testimonials, one photograph and fill the Application Form at the time of reporting for interview before **10.00 am**. They should also bring the original certificates. .

No TA/DA will be paid for attending the interview.



Dr. Suneela Garg
Dir. Prof. HAG
011-23234939



Dr. M. Meghachandra Singh
Dir. Prof.

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Name of the post : Research Assistant **No. of Post** 2 **Salary :** 36,000/- pm

Qualification: Master’s degree in Medical Sociology/Social Sciences from a recognized university **OR**

1. Graduate in dental sciences from recognized institution.

Desirable: Three years of experience in conducting research studies.

Skills :

- Good Knowledge of MS Office and computer skills.
- Must be proficient in conducting In-depth Interviews (IDIs) and Focus Group Discussions (FGDs).
- Should be efficient in translating and back translating qualitative interviews to the English / Hindi language.
- Good communication skills with proven aptitude for effective verbal and written communication.
- Ability to think strategically and work under tight deadlines on a result-oriented basis;
- Ability to stay motivated and engaged in broader aspects of work as part of a team, beyond individual areas of work;
- Ability to demonstrate effective interpersonal skills by working harmoniously as a member of a team, adapting to diverse environment and maintaining a high standard of personal conduct.

The interested candidates meeting above mentioned criteria of eligibility may appear for the walk –in-interview to be held on **14th Sep. 2019** at **10.30 am** in the Department of Community Medicine, Room no. 359. The candidates are to submit their detailed Bio-data along with the self attested copies of certificates and testimonials, one photograph and fill the Application Form at the time of reporting for interview before **10.00 am**.

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Name of the post : **Attendant (one post)**

Salary : 21,000/- pm

Qualification 12th Pass or Equivalent

Desirable Graduate Degree from recognized university

One years of work experience

Skills :

Shall work harmoniously as a member of a team, adapting to diverse environment and maintaining a high standard of personal conduct.

The interested candidates meeting above mentioned criteria of eligibility may appear for the walk –in-interview to be held on **14th Sep. 2019 2019** at **10.30 am** in the Department of Community Medicine, Room no. 359. The candidates are to submit their detailed Bio-data along with the self attested copies of certificates and testimonials, one photograph and fill the Application Form at the time of reporting for interview before **10.00 am**. They should also bring the original certificates.

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Walk -in- Interview

The walk – in – interview for following post under the time bound project “Addressing Smokeless Tobacco and Building Research Capacity in South Asia” is scheduled to be held in the Deptt. of Community Medicine, MAMC on 16.09.2019 at 10.30 am

Post : Postdoctoral Research Fellow

No. of Post ; 1

Salary : Rs. 1,00,000 pm

Qualification: MD Community Medicine OR

PhD in Medical or Dental sciences OR

MDS in Public Health Dentistry

Desirable:

1. Work experience of Minimum Two Years.
2. Worked in tobacco control/non-communicable diseases.
3. At least two publications in peer-reviewed indexed journals
4. Experience of work of in public health programmes

Skills :

1. Good Knowledge of MS Office and computer skills.
2. Ability to think strategically and work under firm deadlines on a result-oriented basis;
3. Ability to stay motivated and engaged in broader aspects of work as part of a team, beyond individual areas of work.
4. Ability to demonstrate effective interpersonal skills by working harmoniously as a member of a team, adapting to diverse environment and maintaining a high standard of personal conduct and integrity

The interested candidates meeting above mentioned criteria of eligibility may appear for the walk –in-interview to be held on 16th Sep. 2019 at 10.30 am in the Department of Community Medicine, Room no. 359. The candidates are to submit their detailed Bio-data along with the self attested copies of certificates and testimonials, one photograph and fill the Application Form at the time of reporting for interview before 10.00 am. They should also bring the original certificates.

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Name of the post : Data cum Finance Manager **No. of post** One **Salary ;** 36,000/- pm

Qualification : Master’s Degree from recognized university

Desirable : 5 years working experience in accounts, finance and data management of research projects

Skills : Good Knowledge of MS Office and computer skills.

Familiarity with functioning of government and its institutions.

Excellent knowledge of computer including (internet)

Ability to demonstrate effective interpersonal skills by working harmoniously as a member of a team, adapting to diverse environment and maintaining a high standard of personal conduct.

The interested candidates meeting above mentioned criteria of eligibility may appear for the walk –in-interview to be held on **16th Sep. 2019 2019 at 10.30 am** in the Department of Community Medicine, Room no. 359. The candidates are to submit their detailed Bio-data along with the self attested copies of certificates and testimonials, one photograph and fill the Application Form at the time of reporting for interview before **10.00 am**. They should also bring the original certificates. .

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