

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

Recruitment for Project Staff

invited
Application for following temporary post under the time bound project “**Addressing Smokeless Tobacco and Building Research Capacity in South Asia**” in the Deptt. of Community Medicine, MAMC

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

Name of the post : Data cum Finance Manager No. of post (One Post)

Duration : 1 Year

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 (internet)

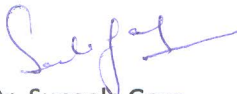
Ability to demonstrate effective interpersonal skills by working harmoniously as a member of a team, adapting to diverse environment and maintaining a high standard of personal conduct.

Salary : Rs. 36000/- pm (consolidated)

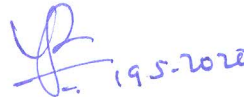
The interested candidates may submit their CV’s as per above mentioned criteria of eligibility on psmmamcastra@gmail.com . The candidates are to submit their detailed Bio-data by **27th May 2020** .

. Note :

- Closing Date for receiving applications is **May 27, 2020**
- Only shortlisted candidates will informed by **30th May 2020** and called for interview by **1st June 2020**.



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



Dr. M. Meghachandra Singh
Dir. Prof.