



RIMS/Micro./No.....

MEMO No. 533...DATED...08/10/2021.

/date.....  
Microbiology Deptt: RIMS

RANCHI-0

**Walk in interview for the post of Data Entry Operator and Multi- Tasking Staff (VRDL)**

Application are invited for filling up of following posts under DHR- Medical College level Viral Research & Diagnostic Laboratories running in the Department of Microbiology, Rajendra Institute of Medical Science , Ranchi, Jharkhand on contractual basis for one year (post are purely on contractual basis for one year or till the project continues whichever is the earlier)

Date & time of interview will be on ...28/10/2021... by ...10 A.M.... : Venue: **Director's Office, RIMS, Ranchi**

S.No	Name of Post	No of Posts	Educational Qualification	Contractual Salary per month Fixed in Indian Rupees
1.	Data Entry Operator	One (UR)	<ul style="list-style-type: none"><li>Graduate</li><li>Knowledge of data entry work</li></ul>	Rs 20,000.00
2.	Multi- Tasking Staff	One (UR)	<ul style="list-style-type: none"><li>High School/Matric/ Equivalent from a recognised board</li></ul>	Rs 18,000.00

1 Major  
07-10-2021  
Head of Microbiology Deptt.  
RIMS, RANCHI

**Other Instructions:**

- Terms:** Posts are purely on contractual basis for one year or till the project continues whichever is the earlier. However, the appointment can be terminated at any time even before the end of the contract period due to any reason. In case of such premature termination, one month's salary in lieu of the same will be provided. The same will not hold true in case of premature termination due to performance related issues. Candidate can leave the job prematurely giving one month's notice or one month's salary in lieu of the same.
- Application & Selection procedure:** Candidate have to bring the fully filled application form at the time of interview with superscripted as "Application for the Post of ..... The candidate needs to bring the Bio-data along with original certificates and self attested photo copy of all the certificates alongwith the application form. One recent self signed passport sized colored photograph to be pasted on application form.
- Qualification:** Qualifications and degree should be from recognized Institution/University.
- The age limit is 20-50 years (As per Jharkhand Govt. Rule)
- Other Instructions:**
  - These are purely contractual post and such will not have any claim whatsoever for regularization.
  - During the period of the project as well as on its termination will have no legal liabilities relating to staff.
  - Performance will be assessed on a regular basis
  - Contract can be terminated at any time based if the performance of the candidate is found un-satisfactory, his/her service can be terminated in that stage without giving a notice.
  - Candidate will have no claim in future for the employment in RIMS.
  - No TA/DA will be paid, neither for appearing in the interview nor for joining the assignment and for the period of work

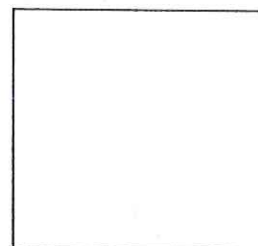
Advertisement also available on website [www.rimsranchi.org](http://www.rimsranchi.org). Prescribe Application Format is as under:

**APPLICATION FORMAT**

Advertisement No.....

Application for the post of.....

1. APPLICANT'S NAME (In block letters).....
2. FATHER'S NAME (In block letters).....
3. DATE OF BIRTH: .....
4. SEX:.....5. NATIONALITY: .....
6. RELIGION.....7. CATEGORY (GEN/OB-1/BC-2/SC/ST) :.....
8. MOBILE NO:.....9. Email: .....
10. ADDRESS: (Including Pin code No.)



i. CORRESPONDENCE:.....

ii. PERMANENT: .....

**11. EDUCATIONAL QUALIFICATIONS (From Matriculation Onward)**

S. No.	Examination(s) passed	Subjects	College/Institute	Board/ University	Year	Marks (%)	No. Of attempts

**12. DESIRABLE /EXPERIENCES:**

S.No.	College/Institute	Post held	From	To	Total duration

**13. LIST OF SELF ATTESTED COPIES OF TESTIMONIALS WITH PAGE NO. OF ENCLOSURES: .....****14. DECLARATION:**

I, .....do hereby declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect, I hereby convey for cancellation of my candidature.

Place:

Date:

Signature of the Candidate

Director,

Rajendra Institute of Medical Sciences  
Ranchi

*My*  
07-10-2021  
Head of Microbiology Deptt.  
RIMS, RANCHI