



All India Institute of Medical Sciences, Bhubaneswar At: Sijua, Post: Dumdua, Bhubaneswar – 751019

AIIMS/BBSR/PSY/NCW/MHIAWW/33

Date:06/04/2022

WALK-IN INTERVIEW FOR PROJECT COORDINATOR

The earlier advertisement (AIIMS/BBSR/PSY/NCW/MHIAWW/33, 10.02.2022) published with regard to this project stands cancelled. The applicants who had already applied before need to apply in fresh. There is no fees for applying for posts.

Fresh Applications are invited on plain paper for one post of Project Coordinator (purely on contract basis) to work in different parts of Odisha, funded by National Commission for Women, Government of India, New Delhi.

For one post of Project Coordinator	
1. Tenure	Initial appointment will be on contract basis for 3 months and based on performance, if found satisfactory, it shall be renewed for another three months.
2. Educational Qualification	Graduation in any subject
3. Desirable Qualification or Experience	Working experience in Projects or Programs Communication fluency in English and in local language(Odia) (verbal and written) Candidates with experience in working with health sector will be preferred. Experience in data compilation and preferably statistical analysis. Proficiency in computer-related work
4. Key Skills	Ability to work independently with minimal managerial supervision
5. Workplace Location	a. Different towns or tehsils located in the Western / Southern / Eastern / Northern Zones of Odisha and Southern Odisha) that includes travel b. AIIMS, Bhubaneswar. c. Candidate has to co-ordinate field work including field visits, as needed
6. Proposed Salary	➤ Rs. 30,000 per month (Consolidated) ➤ Field survey supervision and monitoring in different parts of Odisha.
7. Core Responsibilities	✓ Plan, execute, monitor and supervise the project and field survey in different parts of Odisha. ✓ Work with field sites and field personnel to handle project issues as they arise including field visits. ✓ Data entry and statistical analysis as needed. ✓ Assist in documenting project phases and creating summary reports. ✓ Any other job assigned by PI ✓ Female candidates will be preferred owing to nature of the sample

- Interview will be held on 18.04.2022., in hybrid mode. The exact venue, and interview date and time will be mailed to the candidates. No T.A. /D.A. is admissible for this interview. Any kind of claim for any regular job in this institution will not be accepted on the basis of this appointment. Other terms and conditions will be declared at the time of appointment.
- Applications on plain paper should reach either on the Email: ncw.aiimsbhubaneswar@gmail.com or the hard copy to be sent to Dr Susanta Kumar Padhy, Room No-337, Academic Block, Additional Professor Psychiatry-Cum-Principal Investigator, AIIMS Bhubaneswar, Sijua Patrapada, Odisha along with one set of self-attested photocopies of certificates and one photograph.
- The last date of submission of application is 17.04.2022. The Advertisement is available on the AIIMS, Bhubaneswar website <https://aiimsbhubanswar.nic.in>

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