

**NATIONAL AIDS RESEARCH INSTITUTE**  
**Indian Council of Medical Research, Department of Health Research,**  
**Ministry of Health & Family Welfare,**  
**Plot No.73, G –Block, MIDC, Bhosari, Pune -411 026**  
**Phone No. 27331200, 27331343 Fax. No. 020-27121071**  
**Email: nari\_establishment@yahoo.co.in**

**Walk in written Exam for the post of Data Entry Operator under the “Consortium” project will be held at NARI, Pune on 16.04.2018 at 9.00 a.m. This post is purely temporary and is to be filled on four months.**

Sr. No.	Name of the Post	Age	No. of Post	Essential Qualification	Desirable Criteria	Job Responsibilities	Consolidated Salary
01	Data Entry Operator	25 Years	01	Intermediate or 12 <sup>th</sup> pass from recognized board. A speed test of not less than 8000 key depressions per hour through speed test on computer.	Graduate/MCA with two years EDP work in government autonomous, PSU or any other recognized organizations	Data Entry, Designing of screens, databases and report formats preliminary analysis using excel & Access. Maintenance of the hardware and software.	Rs. 17,000/- Per Month.

Walk in written exam with your application on plain paper giving full bio-data and copies of proof of age, qualifications, experience etc. along with a crossed demand draft for Rs. 300/-, drawn in favor of the Director at National AIDS Research Institute, 73, G Block, MIDC, Bhosari, P.B. No.1895, Pune -411 026. On **16<sup>th</sup> April 2018 at 9.00 a.m.** SC/ST/PH and women are exempted from payment of application fee. Candidates belonging to OBC Non-creamy layer certificate for appointment under Government of India (from the competent authority empowered to issue such certificate) at the time of written exam and skill test. Age and experience are relax able in deserving candidates. This post is to be filled for project period only. Government servants should apply through proper channel or enclose ‘No Objection Certificate’ from the present office/employer along with the application. Director, NARI reserves the right to shortlist the candidates to be interviewed. Any canvassing by or on behalf of the candidates or bringing political or other influence with regards to the selection shall be considered as a disqualification. Age and experience is relax able in deserving cases.

*M.P. Nakan*  
3/4/18  
Principal Investigator

*[Signature]*  
3/4/18  
A.O.

*[Signature]*  
3/April/2018  
Director