



बै. जी. शासकीय वैद्यकीय महाविद्यालय व ससून सर्वोपचार रुग्णालय, पुणे  
B J Government Medical College and Sassoon General Hospitals, Pune  
Phone: Direct:020-26102295, 26122302, 9423007898 Fax:02026130991  
Email: muralidhartambe@gmail.com, deanbjmcpune@gmail.com



*Implementation of NCDIR Electronic Mortality Software:  
Strengthen Medical Certification of Cause of Death*

No.SGH & BJGMC /ICMR/DEO/Contract/e-mortality/ 386-88/2020 Date: 22.1.2020

**ADVERTISEMENT**

**Name of the post:** Project Technical Officer (Social Work)

**Number of post:** 01 (One) (Unreserved)

**Essential Qualification:** Graduate in Social Sciences/ Social Work from a recognized university with 5 years working experience from a recognized institution. OR Master's degree in Social Sciences/ Social Work

**Desirable Qualification and Experience:** 1)MSW from a recognized university/ institute 2)Experience in conducting interviews in field based health research projects 3)Experience of working as part of a research project team 4)Proficient to write, speak and read in Marathi & English 5)Experience should be supported by experience certificates/ testimonials/ publications etc. from public sector/ private medical research institutes/ universities.

**Nature of Duties:** 1)Documentation and maintenance of all project records 2)Collect baseline demographic information 3) Collect baseline healthcare utilization information 4)Collect anthropometric values 5)Perform any other work assigned by the Dean/ PI/ CoPI/ Superior officer

**Duration:** 6 months (Renewable for the project duration subject to performance and project requirement)

**Age Limit:** UR - 38 years **Emoluments:** Rs.32000/- per month

**Time & Place of Walk-In-Interview:** 3<sup>rd</sup> February 2020 at 11.00 am in Dean's office

**Name of the post:** Project Data Entry Operator Grade B No. of pots: 1 (Unreserved)

**Qualification:** (1) Any graduate with one year work experience (2) A speed of not less than 30 wpm (3) MSCIT certificate

**Desirable:** 1)B.Sc.Computer degree 2) Two years experience of working in the field of data entry, office management and other administrative work 3) Knowledge of data entry software packages.

**Nature of Duties:**1)Daily entry into the software of project data 2)Maintenance of project correspondence 3)Any other job as entrusted by the Principal Investigator and or the Head of the Institute

**Duration:** 6 months (Renewable for the project duration subject to performance and project requirement)

**Age Limit:** 35 years **Emoluments:** Rs.18,000/- per month

**How to Apply:** Mail your resume mentioning the name of the post applied for and your contact phone number to: muralidhartambe@gmail.com

**Time & Place of Walk-In-Interview:** 3<sup>rd</sup> February 2020 at 11.00 am in Dean's office

Sd/-

Dean, BJGMC, Pune