



अखिल भारतीय आयुर्विज्ञान संस्थान, नागपुर

प्लॉटनंबर - 2, सेक्टर - 20, मिहान, नागपुर - 441108

ALL INDIA INSTITUTE OF MEDICAL SCIENCES, NAGPUR

A statutory body established under Ministry of Health & Family Welfare

Plot No – 2, Sector – 20, MIHAN, Nagpur– 441108

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Department of Community Medicine

Ref NO: AIIMS/NGP/CFM//Rec/2025/CPLI-5

Date:28/06/2025

Vacancy Notice

Project title: Evaluating the Effectiveness of a Community-based Peer-led Intervention (CPLI) in preventing Substance use among Adolescents: A Cluster Randomized Controlled Trial within School Health Programme under Ayushman Bharat

Funder: Indian Council of Medical Research (ICMR)

Department: Department of Community Medicine, AIIMS Nagpur

Duration: 11 months (initially), extendable upto maximum of 2 years as per project requirement and performance

S. No	Post	No. of vacancy	Essential/Qualifications and Experience	Desirable Qualifications	Upper Age limit*	Consolidated Pay
1	Data Entry Operator	1	Bachelor's degree in Computer Application/ IT/ Computer Science from a recognized institution/ university. A speed test of not less than 8000 key depressions per hour(kdph) on computer.	Prior experience in health-related projects & qualitative research Proficiency in Marathi and Hindi	30 years	Rs. 29,200/- per month (Consolidated)

*The age relaxation for SC/ST candidates is up to a maximum period of 5(Five) years and for OBC (NCL) candidate up to a maximum period of 3(Three) years. *(Submission of the respective community certificate issued by competent authority is mandatory to claim age relaxation by the applicant)* Age relaxation upto 5 years may be granted to deserving candidates having experience of working in Government Research Organization on a case-to-case basis, by DG, ICMR/Head of the Institution.

Application Instructions: Interested candidates are invited to apply through online mode by filling in the below google form.

CV format at the *Annexure I* needs to be filled, signed, scanned, and uploaded in the designated place in the Google form link only

Google form link for submitting application:

<https://forms.gle/mMmVsKKhMAuYHNhX9>

Last date of Application: 07.07.2025, 01:00 PM.

Tentative date of Interview: 2nd-3rd week of July, 2025 (Exact date and time will be intimated to through the AIIMS Nagpur website)

Mode of Interview: Physical only

Venue: Department of Community Medicine, Medical College Building, AIIMS Nagpur.

Place of Posting: Nagpur, Maharashtra. Candidates should be willing to travel to the areas (rural and urban) within Nagpur district.

Notes

- Applications will be accepted only in the prescribed format (Annexure I). Candidates are cautioned against uploading of generalised CVs
- Applications received after the deadline will not be accepted or entertained.
- **All notification related to this project recruitment (eligibility list/interview date, venue/final results/Addendum/Corrigendum etc.,) will be published in the AIIMS Nagpur website only. No personal communication to the applicants will be done. Hence, candidates are advised to check the AIIMS Nagpur website regularly for any information.**
- Only short-listed candidates will be called for an interview.
- A written test/skill test may be conducted before interview for further shortlisting, depending on the number of applications received and appearing on the date of interview.
- **Considering the ongoing status of the project, Candidates who are willing to join immediately, if selected, are encouraged to apply**
- **Canvassing of any kind will lead to summary rejection of the application.**

Other terms & conditions:

- **This post is a tenure job for fixed duration under ICMR funded project.**
- **These are not the regular posts under ICMR or AIIMS Nagpur.**
- **Based on this experience, the selected candidate cannot claim any permanent employment either from ICMR or from AIIMS Nagpur.**
- The appointment can be terminated by either of the party (appointee or the appointing authority) by giving a notice period of 30 days, or salary in lieu of the notice period to the other party.
- Once the project duration is completed, the tenure is automatically over for candidate selected for this project.
- No TA/DA will be provided for attending the interview
- Apart from the consolidated mentioned salary per month the candidate is not admissible for any other allowances.

Job responsibilities

Data entry operator

- Data capture/collection/entry in the field/community settings
- Maintaining records and accounts of the projects
- Assisting senior project assistant in organising the interventions and delivery
- Assisting senior project assistant in mobilising the participants
- Any other work allocated by the principal investigator

P. Aravind Gandhi

Aravind Gandhi P (Principal Investigator)

Assistant Professor
Department of Community Medicine,
AIIMS Nagpur.

Annexure I

Application form (to be filled, signed, scanned and uploaded only via Google form link)

Title of the Project: *“Evaluating the Effectiveness of a Community-based Peer-led Intervention (CPLI) in preventing Substance use among Adolescents: A Cluster Randomized Controlled Trial within School Health Programme under Ayushman Bharat”*

Name of the post applying for: Data entry operator

Name of the candidate (Full in Block Letters):

Age:

Sex:

Category: UR/OBC/SC/ST *(Submit a community certificate issued by competent authority, if age relaxation is claimed by the applicant)*

Mother's Name:

Father's Name:

Name of the local Guardian & Contact number:

Address for correspondence:

Mobile Number:

Email id:

Date of Birth:

Marital status: Married /Unmarried

Educational Qualification:

SNo	Exam passed	Grade	Year of passing	Board/University	specialization

Work Experience:

SNo	Period		Post held	Scale of pay	Name of the employer/ Institution
	From	To			

Please tick the following cells, as applicable to you:

Language known	Read	Write
English		
Hindi		
Marathi		

No. of publication in peer reviewed journals, if any:

If selected, what duration would you require for joining?

Have you been declared unfit by medical/court for appointment in any Govt service: Yes/No

If Yes, Mention the reason:

Any other details you would like to convey/disclose:

Declaration

I hereby declare that the above mentioned furnished details are correct to the best of my knowledge

Date:

Signature of the candidate

Place:

Note: Scanned copies of all certificates/credentials for the identity, educational and work experience made above needs to be uploaded in the google form