

**JAWAHARLAL INSTITUTE OF POST GRADUATE MEDICAL EDUCATION AND
RESEARCH, PUDUCHERRY – 605006.
DEPARTMENT OF NEPHROLOGY**

Recruitment Notice: JIP/NEPHRO/PRO/2025/002

Dated: 24-03-2025

Applications are invited by the HOD, Department of Nephrology, Jawaharlal Institute of Postgraduate Medical Education and Research (JIPMER), Puducherry from candidates for the following post for ““**JIPMER RENAL REGISTRY**” study.

1. DATA ENTRY OPERATOR -01 POST

Qualification:

Essential

- A three/four-year bachelor's degree in computer applications / B Tech (Biotech) / B. Sc (Nursing)
- Prior work experience with research projects
- Computer Skills with data entry of patient-level database

Desirable

- One year of clinical trial experience
- Computer Skills with data entry of patient level database

B. Age: Should be less than 30 years as on 31-03-2025

C. Remuneration: INR 20,000 (Consolidated)

D. Mode of Recruitment: written test and skill test.

Terms and conditions:

1. Tenure for post is Twelve Months, which may be extended for the full project duration. This position will be purely on temporary/contractual basis for the specified period of time and based on project.
2. Applicants with research experience, good communication skills in Tamil and basic computer skills will be preferred.
3. The remuneration is consolidated; Benefit of provident fund, HRA, CCA, Leave Travel Concession, Medical Claim etc. are not applicable.
4. The appointment can be terminated at any time with one month's notice without assigning any reason or if the person's work is considered unsatisfactory by the competent authority.

5. If the appointee wishes to resign his/her job, he/she has to serve one month's notice or remit one month's salary or pay thereof, as the case may be proportionate to the shortfall in the notice period
6. The appointee shall be on a full time appointment for this project and shall not accept any other assignment nor engage himself/herself, paid or otherwise during the period of appointment.
7. No TA/DA will be admissible to appear in the interview.
8. Only candidates who can join by **15-04-2025** need to apply, as the positions are to be filled on an urgent basis.
9. Since the posts are purely temporary, the incumbents selected will have no claim for regular appointments in JIPMER or continuation of his/her services in any other project.
10. Canvassing in any form will be led to disqualification.
11. Interested candidates are requested to report to Department of Nephrology at **9.00AM on 08-04-2025 with Documents/ Certificates for Verification.**
- 12. Candidates will be shortlisted by Written test.**
13. Shortlisted candidates shall be called for an interview scheduled on **08-04-2025 at 2.00PM @ Department of Nephrology**

Documents to be Brought on Walk in Interview:

1. Proof for date of birth
2. Proof of residence
3. Qualification and experience certificates
4. CV

Dr Sreejith Parameswaran
Professor & Head
Department of Nephrology
JIPMER, Puducherry-06