



Government of West Bengal  
Office of The Director,  
Institute of Post Graduate Medical Education & Research-SSKM Hospital,  
Centre of Excellence  
244, A.J.C. Bose Road, Kolkata-700020

Memo No.: Inst/ 5677

**NOTICE**

Date : 20.11.2021

**ADVERTISEMENT FOR VRDL STAFF RECRUITMENT**  
**(Research Asistant, Data Entry Operator & Multi Task Staff)**

Applications are invited in sealed envelopes from eligible candidates (within ten working days of the date of publication of this advertisement) for different posts in a DHR-ICMR funded project entitled “**Establishment of a network of Laboratories for Managing Epidemics and Natural Calamities**” in Dept. of Microbiology, IPGME&R, and renewable yearly according to performance. [ As per the instructions of DHR-ICMR vide Memo No. - **R-15012/31/2020-HR-VRDL ( Dated – 01.07.2021) ] .**

Applications with complete biodata (including testimonials duly attested, names and contact details of three referees) should reach the undersigned within 10 working days from this advertisement. For additional details contact the undersigned at [rjrm1175@gmail.com](mailto:rjrm1175@gmail.com). Details of the posts are as follows-

**1. Name of the Post: RESEARCH ASSISTANT**

**No. Of Post:** ONE. Upper age limit: 45 years as on 1<sup>st</sup> January, 2021.

**Salary:** Rs.35000 /- per month (Consolidated without any allowance)

**Eligibility:**

**Essential Qualification:**

Post graduate degree in Microbiology or Biotechnology.

**Desirable Qualification:**

- i. Hands on experience of Real Time PCR and immunological techniques (ELISA, Western Blotting).
- ii. Knowledge of Computer Applications or Business Intelligence tools / Data Management

**2. Name of the Post: DATA ENTRY OPERATOR**

**No. Of Post:** ONE

**Upper age limit:** 35 years on 1<sup>st</sup> January, 2021.

**Salary:** Rs.20000/- per month (Consolidated without any allowance)

**Eligibility:**

**Essential Qualification:** Graduation in any subject with good knowledge of English.

Good computer skill with strong command over Microsoft Office and Data Handling.

**Desirable Qualification:**

He/she should have good writing speed (at least 35-40 wpm).

Working experience in the above mentioned field for 4-5 years .

**3. Name of the Post : MULTI TASKING STAFF**

**No. Of Post:** ONE

**Upper age limit:** 35 years on 1<sup>st</sup> January, 2021.

**Salary:** Rs.18000/- per month (Consolidated without any allowance)

**Eligibility :**

**Essential Qualification:** Higher Secondary / Matriculations from a recognized Board.

**Desirable Qualification:** He/she should have basic knowledge of computer skill.

Previous work experience in health care set up.

**The duration of all the above mentioned posts is Five years(maximum) and will co-terminus with the Project and subject to renewal every year based on Individual's progress**

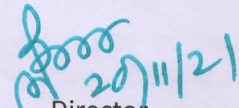
**Last date for receiving of completed application : 02.12.2021 .**

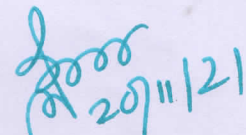
Memo No.: Inst/ 5677/1(7) Date : 20.11.2021

Copy forwarded for necessary action to :

1. Hon. Director,IPGME&R and SSKM Hospital
2. Accounts Officer,IPGME&R and SSKM Hospital
3. HOD, Microbiology,IPGME&R and SSKM Hospital
4. PI, VRDL,IPGME&R and SSKM Hospital
5. MOIC Project, IPGME&R and SSKM Hospital
6. Assist. Super Mrs Barna Pal,IPGME&R,SSKM Hospital
7. Notice Board

IPGME&R website and Swasthya Bhawan website

  
Director  
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Kolkata-20

  
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