

Regional Medical Research Centre
(Indian Council of Medical Research)
Nehru Nagar, Belgaum 590 010

Applications are invited for the following temporary posts on contract basis (consolidated salary) for **Regional Medical Research Centre (ICMR), Nehru Nagar, Belgaum – 10.**

1. **Personal Assistant:** 1 Post, **Essential Qualification:** University Degree and minimum speed of 120 w.p.m in shorthand and 40 w.p.m in typing in English on computer **Desirable:** 1. Stenographer with 5 years of experience 2. Diploma in Computer Applications 3. Proficiency in Office Automation 4. Knowledge in Hindi Typing with a minimum speed of 35 w.p.m on computer **Age:** Below 25 yrs, relaxable as per GOI norms. **Salary:** Rs. 26,183/- pm (consolidated). If suitable candidates are not available the post will be filled up at the level of Stenographer.
2. **Attendant Services (Sweeper):** 1 Post, **Qualification:** Matric/SSC from a recognized institution with 2 years work experience in reputed organization. **Age:** 25 yrs, relaxable as per GOI norms, **Salary:** Rs. 11,068/- pm (consolidated)

General Conditions:

Qualification, experience and age are relaxable in deserving cases including SC/ST candidates. All the above posts are purely temporary and on contract basis. Application on plain paper giving full details along with necessary attested testimonials should be sent to the **Officer-in-Charge, Regional Medical Research Centre, (ICMR), Nehru Nagar, Belgaum – 590 010 on or before 16.12.2011.** Applications received after due date will not be entertained. The applicants are requested to mention the name of the post on top of the cover. No traveling allowance will be admissible to the candidates called for interview. Canvassing in any form will be treated as disqualification. Applications may be short listed and limited candidates will be called for interview and skill test.

Officer-in-Charge