



GOVERNMENT OF INDIA
MINISTRY OF HEALTH & FAMILY WELFARE

National Institute of Public Health Training & Research
Mumbai Campus: 332 SVP Road, Khetwadi, Mumbai-
400004

Panvel Campus: Plot No 6 & 6 A, Sector-18, New Panvel, Navi Mumbai-410218

Recruitment Advertisement

Interviews will be conducted for the following posts for the ICMR funded Task Force Project entitled "*Multi Centric community-based study of prevalence, KAP (Knowledge, Attitude & Practice) for prevention & First Aid of Burns, Quality of Life and Out of Pocket Expenditure of burn injury and evaluation of IEC (Information, Education, Communication) interventions.*"

1.Name of the Post	Project Technical Officer/ Medical Social Worker
No. of Vacancies	One
Essential Qualifications	Three Year Graduate in Social Sciences/ Science from a recognized university
Experience	Work experience from a recognized institution or PG degree in social work
Nature of duties	a) Execution of all project related tasks viz Pre-survey activities, survey, IEC preparation and disbursal and post IEC-implementation survey at urban and rural field practice areas of institute Assist Jr Medical Officers in Preparing documents, interim & Annual Reports and relevant documentation required for ICMR HQ. b) Any other job assigned by the PI and CO-PI
Consolidated Emoluments	Rs. 36,400/-pm (consolidated) with no other allowances.
Age Limit	35 years
Tenure	Initially for one month. May be extended till January 2026 (subject to approval of extension). Maximum tenure 6 months.
Place of work	NIPHTR, Mumbai Khetwadi and Panvel campus (as per need)
Last date of receipt of Application	4.7.2025(Friday)
Date & Reporting time for Interview	4.7.2025(Friday) from 02:00 pm onwards
Place of Interview	NIPHTR, 332 SVP Road, Khetwadi, Mumbai-400004

2 Name of the Post	Field Worker
No. of Vacancies	One
Essential Qualifications	10+2 passed from recognized board
Experience	Work experience in field work in Healthcare or Health Research
Nature of duties	a) Execution of all project related tasks viz Pre-survey activities, survey, IEC preparation and disbursement and post IEC-implementation survey at urban and rural field practice areas of institute. b) Any other job assigned by the PI and CO-PI
Consolidated Emoluments	Rs 26,000/-pm (consolidated) with no other allowances.
Age Limit	30 years

Tenure	Initially for one month. May be extended till January 2026 (subject to approval of extension). Maximum tenure 6 months.
Place of work	NIPHTR, Mumbai Khetwadi and Panvel campus (as per need)
Last date of receipt of Application	4.7.2025(Friday)
Date & Reporting time for Walk-in Interview	4.7.2025(Friday) from 2:00 pm onwards
Place of Interview	NIPHTR, 332 SVP Road, Khetwadi, Mumbai-400004

3. Name of the Post	Data Entry Operator Grade B
No. of Vacancies	One
Essential Qualifications	1.12th pass from recognized board 2. Desirable Experience: Two-year experience in EDP work in Govt. autonomous. PSU or any other recognized organization. 3. Proficiency in MS-Office. MS-Excel and communication skills.

Nature of duties	1.Data entry in the computer software, 2. Maintenance of inventory files and logistics, accounts, vouchers etc. 3. Administrative work related to the project, 4. Any other assigned tasks by the PI and CO-PI
Consolidated Emoluments	Rs 19,600/-
Age Limit	28 years
Tenure	Maximum tenure 6 months.
Place of work	NIPHTR, Mumbai Khetwadi and Panvel campus (as per need)
Last date of receipt of Application	4.7.2025(Friday)
Date & Reporting time for Interview	4.7.2025(Friday) from 02:00 pm onwards
Place of Interview	NIPHTR, 332 SVP Road, Khetwadi, Mumbai-400004

Terms and Conditions

1. Qualification and experience should be in relevant discipline/field and from a reputed institution/organization recognized by relevant authority. Experience shall count from the date of completion of minimum educational qualification.
2. Submission of incorrect or false information during the process of personal discussion and/or videoconferencing shall disqualify the candidature at any stage.
3. Mere fulfilling the essential qualification/experience does not guarantee selection.
4. Candidates employed in Govt. Service/Semi-Govt. Autonomous Bodies of State/Central Govt. should submit a "No Objection Certificate" from their employer.
5. Above posts are contractual as per the duration offered and may or may not be renewed subject to satisfactory performance and requirement.
6. Age will be reckoned from last date of receipt of application.
7. The posts are purely temporary and co-terminable with the project. Employees will be on consolidated pay basis.
8. The appointment will be made on the basis of results of personal discussions.
9. Selected candidate will not have any right to claim for regular appointment.
10. All appointments are provisional and can be terminated anytime if the candidate is found to be unsuitable.
11. Interested candidates who are willing to apply for the posts are requested to fill attached application form. Duly filled application with Recent Photograph along with self- attested copies of all relevant certificates and experience should be sent to:

National institute of Public Health Training and Research (NIPHTR)
332 SVP Road, 332 SVP Road, Khetwadi, Girgaon Mumbai-400004

Or mail to director.fwtrc@nic.in with cc to suparnakhera@hotmail.com on or before the end of last date as per advertisement.

12. Incomplete application, without photograph or without copies of relevant certificates and application not in prescribed format including Excel sheet will not be entertained.
13. No TA/DA will be paid for appearing in interview.
14. Any canvassing by or on behalf of the candidates or to bring political or outside influence with regard to selection/recruitment shall be disqualified.
15. Shortlisted candidates will be called for interview after verification of essential qualification and experience.

Director,
NIPHTR,
Mumbai 400004

Notice to be displayed on NIPHTR website



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ICMR funded Task Force Project entitled “Multi-Centric community-based study of prevalence, KAP (Knowledge, Attitude & Practice) for prevention & First Aid of Burns, Quality of Life and Out of Pocket Expenditure of burn injury and evaluation of IEC (Information, Education, Communication) interventions.”

APPLICATION FORM

1. Name: _____
2. Gender: _____
3. Father's/ Husband's Name: _____
4. Date of birth: _____
5. Age (as on 4.07.2025) : _____
6. Present Address: _____

7. Permanent Address: _____

8. Caste: Gen/OBC/SC/ST

9. Qualifications

Sr No.	Institution/ University	Degree	Year (Passing)	Percentage of Marks

10.Details of Previous Experience (post completion of minimum qualification):

S No.	Institution/ Organization	Post held	From	To	Pay (Scale)	Nature of duties

7. Certified that the entries made above are true.

Signature of Candidate
Name of Candidate

(Please enclose the attested copies of the certificate in support of your age, educational Qualifications, relevant experience etc.)

