

NOTICE

REGIONAL CANCER CENTRE, THIRUVANANTHAPURAM-695011

Advertisement No. RCC\PC\RP0875\22-23

17 June 2022

Applications are invited from eligible candidates for appointment on contract basis to one temporary post of **Data Entry Operator** in the Population Based Cancer Registry Project undertaken by the Cancer Epidemiology and Biostatistics Division of Regional Cancer Centre, Thiruvananthapuram. Details are given below:

Data Entry Operator – Grade A: Number of posts - One

Educational qualification : Intermediate or 12th pass from a recognized Board.

Typing speed : Not less than 15,000 key depressions per hour through speed test on computer. Only those who pass the speed test will be considered for interview.

Desirable :
1. DCA/PGDCA from a recognized institution
2. One year experience in entry of patient data in a hospital

Remuneration : Rs. 17,000 per month

Period : Appointment on contract basis will be for a period of one year, likely to be extended after reviewing the performance of the contract employee and also subject to availability of funds.

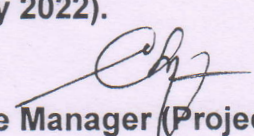
Age limit : 25 years as on 01 June 2022 (Relaxation of upper age limit will be admissible to eligible candidates as per rules)

Application prepared in plain paper addressed to the **Director, Regional Cancer Centre, Thiruvananthapuram** may be sent to the **Finance Manager (Projects)** in the address given below:

**FINANCE MANAGER (PROJECTS)
PROJECT CELL
REGIONAL CANCER CENTRE,
MEDICAL COLLEGE CAMPUS,
THIRUVANANTHAPURAM - 695011.**

The application should indicate **Advertisement No.** and **date** and contain the relevant personal details (name, age, educational qualifications, training, experience (if any) and contact details (phone, email address). Self-attested copies of certificates and mark sheets should be attached to the application. A copy of the latest photograph should be pasted on the application.

The last date of receipt of applications will be **01/07/2022 (1st July 2022)**.


Finance Manager (Projects)