

ASSOCIATED HOSPITALS OF GOVERNMENT MEDICAL COLLEGE JAMMU

Advertisement Notice No:- 04 of 2019  
dt. 04/06/2019

Walk-in-interview for the post of Administrative Assistant in Department of Health Research under project "Costing of health care services in different states of India"

Applications are invited through walk-in-interview for the one post of Administrative Assistant in Department of Health Research under project "Costing of health care services in different states of India" at GMC Jammu under Multi Disciplinary Research Unit for a period of one year. The details given here as under:

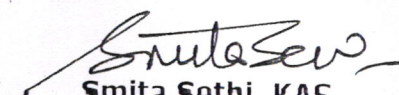
S. No.	Post	Qualification/ Experience	Desirable Qualification & Experience	Remuneration / month	Age Limit	No. of Posts
1	Administrative Assistant	BDS/MBBS/Bachelor of Engineering in any stream	Preference will be given to those who have any Research Experience in Data Collection/ Management	26,250-		01

A walk-in-interview will be held on 13-06-2019 in the Committee Hall of Principal's Office GMC Jammu as per schedule given below; -

**Report time for Interview** : 11:00 a.m.  
**Verification of documents** : 11:00 a.m. to 12:30 p.m.  
**Timing of Interview** : 01:00 p.m. to onwards.

**Terms and Conditions: -**

1. The candidate should be permanent resident of J&K State.
2. List of document to be attached with the application form:
  - i. Copy of Date of Birth Certificate;
  - ii. Copy of Permanent Residence Certificate;
  - iii. Copy of Degree/ Diploma from the recognized University/ Institute for the required qualification as per the post applied for;
  - iv. Copy of Marks sheet of all semesters/ one consolidated marks sheet indicating marks of all the semesters of the required qualification for the post applied for;
  - v. Experience certificate;
3. Application form will be provided to the candidates on the date of interview (13-06-2019).
4. In case of poor performance, services of the candidates are liable to be terminated.
5. The project is field based work to be carried out in Jammu, Udhampur & Kathua Districts.

  
**Smita Sethi, KAS**  
Administrator  
Associated Hospitals  
Jammu.

dated: 04-06-2019

No.AHJ/2019/1991-95

**Copy to the: -**

1. Principal Secretary to Govt. Health & Medical Edu. Deptt. Civil Secretariat Srinagar.
2. Principal Govt. Medical College Jammu.
3. Dr. Rakesh Bahl, Associate Professor, Community Medicine GMC Jammu.
4. Joint Director, Deptt. of Inf. & Public Relation Jammu for publish the same in the daily leading newspaper.
5. Office copy.