

## Vacancy Notice

**Project: "A Tailored Approach for Development of Comprehensive Diabetic Eye Care Model Through Integration Of Services At Different Level Of public Health Facilities"**

Applications are invited for filling the post of "**Accountant Cum Data Entry Operator**" for the research project "A Tailored Approach for Development of Comprehensive Diabetic Eye Care Model Through Integration of Services At Different Level Of public Health Facilities.

Job details	Qualifications	Emoluments (Monthly)
<b>Post Name:</b> <b>Accountant Cum Data Entry Operator</b> <b>No. of posts – 01.</b> <b>Duration: 03 Months.</b>	<b>Essential: B. Com</b> Candidate having at least 4 Years of experience in accounts and field experience in data entry. Strong Accounting and computer knowledge, in MS Office, MS Excel, MS PowerPoint, REDCap, or other data entry software. Excellent written and verbal communication skills Knowledge of public health medical terms. Candidates should be comfortable with frequent field visits. <b>Preference will be given to candidates having prior experience of handling projects.</b>	Commensurate with qualification and experience.

**How to apply:** Interested candidates should email their CV's (detailed) along with total experience to [dretino2020@gmail.com](mailto:dretino2020@gmail.com) having subject titled "Application for the post of **Accountant Cum Data Entry Operator** by 05<sup>th</sup> July 2023 by 5 pm.

### Terms and Conditions:

1. **The post is purely temporary.** Employment will automatically terminate upon completion/termination of project and there is no liability for permanent employment on PGIMER Chandigarh or Principal Investigator or funding agency.
2. Only shortlisted candidates will be call for interview. The date, time and the venue of the interview will be informed to the candidate by E-mail/SMS.
3. Any application received after the expiry of vacancy notice will not be entertained.
4. No TA/DA will be provided.

*Mona Duggal*  
Associate Professor  
Dr. Mona Duggal  
Associate Professor  
Deptt. of Advanced Eye Center  
PGIMER Chandigarh  
PGIMER, Chandigarh