

**INTERNATIONAL INSTITUTE FOR POPULATION SCIENCES (IIPS), MUMBAI
(Deemed University)**

Project title- Evaluation of Health Management Information System (HMIS) Data, Odisha

Notification for Walk-In-Interview

A Walk-In-Interview is arranged on **14th February, 2025 at 10.30 AM** for two ad-hoc post of **Data Entry Operator** for the above mentioned project. The appointment will be purely on contract basis.

Position: Data Entry Operator

No. of Positions: Two

Essential qualifications:

Graduate in any stream

Desirable qualifications:

Proficiency in MS Office and Kobo Toolbox

Experience of data entry as part of their PhD/M.Phil/Masters course in Population studies/Demography

Job Description:

Enter interview data collected in pen-and-paper format into the system

Manage and update the project database regularly

Ensure accuracy and consistency during data entry and review processes.

Salary: Rs. 19,500/-

Durations: 2 months

Note: Essential qualifications may be relaxed by the selection committee in case of a candidate is found exceptionally suitable otherwise

The interested candidates may attend the Walk-In-Interview along with an application on plain paper, CV and other original documents in support of their qualifications and experience on **14th February, 2025 at 10.30 AM** in Dr. Manas Ranjan Pradhan's office at International Institute for Population Sciences, Govandi Station Road, Deonar, Mumbai-400088.

No TA/DA will be paid for attending the interview. Selected candidate is expected to join within a short notice.

Asst. Registrar (Admin)
IIPS, Mumbai