

## राजेन्द्र आयुर्विज्ञान संस्थान

(आरक्षण्ड सरकार का एक स्वायत्तशासी संस्थान)

पेची 834009(आरक्षण्ड)

दूरभाष 0651-2541533, फैक्स 0651-2540629

E-mail: deanresearchrimsranchi@gmail.com



## RAJENDRA INSTITUTE OF MEDICAL SCIENCES

(An Autonomous Institute under Govt. of Jharkhand)

Ranchi-834009(Jharkhand)

Phone: 0651-2541533, Fax: 0651-2540629,

Email : deanresearchrimsranchi@gmail.com

### Walk in Interview

Letter no. DR0/2025/459 /RIMS/Ranchi

Date: 21/08/2025

Walk in interview for the following purely temporary posts (on contractual basis) for a period of One Year and position may be extended depending upon performance and project requirement.

Date of personal interview/written	Date: 10 September, 2025, Time-10:00 AM
Venue	3 <sup>rd</sup> Floor, Administrative Building, Research Administration Cell, RIMS, Ranchi

**Name of Project:** "Setting of hospital based cancer registries (HBCRs) in regional cancer centre/TCCC/ScO from of MoHFW"

**Place of Study:** Ranchi district, Jharkhand.

**Principal Investigator:** Dr. Rashmi Singh, Associate Professor, Radiation Oncology , RIMS, Ranchi, Jharkhand.

SLN o.	Post and Eligibility criteria	No. of Post	Upper Age Limit	Salary per month
1	<b><u>DATA ENTRY OPERATOR ( GRADE-A) (HBCR)</u></b>  Essential: Intermediate or 12th pass from recognized board. A Speed test of not less than 15000 key depressions per hour through speed test on computer.	01	30 Years	Rs. 17000/- per month
2	<b><u>PROJECT ADMIN ASSISTANT (HBCR)</u></b>  Essential: Graduate in any discipline from recognized university with 2 years' Experience of account work and working knowledge of computer and MS-Office. <b>Desirable:</b> Experience of accounts work will be preferable	01	30 Years	Rs. 32,000/- per month

The interested candidates may turn up for walk-in-Interview along with their duly signed application form mentioning personal details (1) Name (2) Father's Name (3) Date of Birth (4) Details of Qualification (5) Work Experience (6) Present Address for Communication with contact number and Email id with a passport size photograph along with copies of all relevant documents at the time of Walk-in-Interview. Candidates have also to bring all the above mentioned documents in original for necessary verification during the Walk-in-Interview.

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### Important Note for Applicants:

- The candidates will have to report for interview on 10.09.2025 Dean Research office, RIMS, Ranchi, latest up to 10:00 AM.
- Only those who have obtained a degree as a regular student will be considered.
- The place of work is Ranchi and study requirement is travel to remote areas which has to be done by your own conveyance.
- No TA/DA will be paid for attending Walk-in-interview.
- Age relaxation may be considered for deserving candidates. Age relaxation for SC/ST/OBC/PWD candidates will be as per the Govt. of Jharkhand rules.
- Age and eligibility criteria may be relaxed in case of suitable candidates if previous working experience in clinical trial.
- The number of posts may increase or decrease at the time of interview.
- Appointment will be on contractual basis for a period of One Year or till the end of project, whichever is earlier.
- Decision of the PI will be final in any case of confusion.
- No claims shall be made for permanent position in the current advertised position.
- During or after the appointment if performance of the appointee is not found satisfactory by the competent authority, the appointment can be terminated immediately any time without assigning any reason.

*Handwritten signature*  
21/9/2025

Dean Research  
RIMS, Ranchi  
Dean (Research)  
Rajendra Institute of  
Medical Sciences  
Ranchi