

REGIONAL CANCER CENTRE, THIRUVANANTHAPURAM – 695 011

Advertisement No.RCC/PC/Rect/19-20

Dated: 7 March 2020

Applications are invited for the following posts to be filled purely on temporary basis for the short term Projects undertaken by Regional Cancer Centre, Thiruvananthapuram.

<b>1</b>	<b>Name of post</b>	<b>Social Worker (1 post)</b>
	Essential qualification	MA Sociology or MSW
	Desirable qualification	Good computer knowledge
	Experience	2 years' experience as Social worker in a recognised institution, preferably a hospital
	Age *	36 years
	Emoluments	Rs.15,000 p.m.
	Period of appointment	One year or till the end of project, whichever is earlier
<b>2</b>	<b>Name of post</b>	<b>Project Nurse (1 post)</b>
	Essential qualification	BSc Nursing/GNM; Valid Registration with Kerala Nurses and Midwives Council
	Experience	Two years' experience in a recognised hospital
	Age *	36 years
	Emoluments	Rs.15,000 p.m.
	Period of appointment	One year or till end of project whichever is earlier
<b>3</b>	<b>Name of post</b>	<b>Data Entry Operator (1 post)</b>
	Essential qualification	1. Graduate from a recognised University; 2. PGDCA/DCA from a recognised institution 3. Typing speed of 15000 key depressions per hour
	Experience	2 years' experience in Data Entry of patient data in a recognised hospital.
	Age *	36 years
	Emoluments	Rs.10,000 p.m.
	Period of appointment	One year or till end of project whichever is earlier
<b>4</b>	<b>Name of post</b>	<b>Multi-Tasking staff (1 post)</b>
	Essential qualification	1. BSc/BCom of a recognised University 2. PGDCA/DCA examination conducted by Government or Government Agency.
	Experience	2-3 years' experience in Data Entry work in the Accounts section of a well known hospital, preferably in online transactions.
	Desirable	Experience in maintenance of office files and familiarity with the accounts of Project works undertaken by hospitals
	Age *	36 years
	Emoluments	Rs.650 per day
	Period of appointment	6 months or end of the work, whichever is earlier.

\*Age as on 01.01.2020; age relaxation will be admissible to eligible candidates as per rules.

Applications addressed to the Director, stating the advertisement No. and date and supported by self-attested copies of certificates in proof of age, qualifications and experience may be sent to “**PROJECT CELL, REGIONAL CANCER CENTRE, POST BOX No.2417, THIRUVANANTHAPURAM - 695011**”. Name of post applied for should be written on the top of the envelope containing the application.

**Last date of receipt of application: 23.03.2020**

  
**Finance Manager (Projects)**