

NABAKRUSHNA CHOUDHURY CENTRE FOR DEVELOPMENT STUDIES
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Invitation of Applications for Contractual Employment

Applications are invited for one post of Computer Assistant for contractual employment on purely temporary basis in the State SIA (Social Impact Assessment) Unit at Nabakrushna Choudhury Centre for Development Studies, Bhubaneswar. The Computer Assistant will assist the State SIA Unit in compilation of research reports, preparation of Terms of Reference (TOR) for SIA Studies and will render secretarial assistance to the personnel of SIA Unit for typing of all official letters, TORs. He/She shall also do the data entry work of the Unit and shall have adequate computer knowledge to generate tables, graphics, and charts etc. including knowledge of SPSS operation. He/ She shall have a degree/diploma in computer science preferably Post Graduation Diploma in Computer Application (PGDCA).

The post shall be contractual and shall carry a consolidated remuneration of Rs.12,000/- per month. The post is purely temporary and the duration is initially for one year which can be extended for further period, however under no circumstances the extension of period of appointment will be considered after five years.

The last date for receipt of the applications is 18th February 2017.

SECRETARY