

Advertisement for the post of Medical Social Worker on contractual basis under HBCR Project

Applications are invited for the post of Medical Social Worker for recruitment on purely temporary and contractual basis under the **ICMR- National Centre for Disease Informatics and Research (NCDIR)** funded project titled “**Hospital Based Cancer Registries in India**”. This study is to collect data of all cancer patients being treated at NEIGRIHMS and upload the same into specific software designed by NCDIR, Bangalore.

Sl. No	Name of Post	No. of post	Minimum Qualification	Duration	Age limit	Monthly Salary	Roles & Responsibilities
1.	Medical Social Worker	1	Master in Social Work (MSW) or Master in Public Health (MPH) <u>Desirable:</u> <ul style="list-style-type: none">- Training/experience in Computer software- Candidates with relevant experience in research projects will be preferred- Conversant in local languages	Appointment will be initially for a period of 6 months period which may be renewed depending on performance of the candidate	28 years	Rs. 27000.00 (consolidated)	<ul style="list-style-type: none">• Should be well conversant with various computer applications and statistical software• Collecting data and preparation of reports and any other work assigned by the in-charge

Date of Interview: 23rd June 2025

Venue: 2nd floor, Clinical Teaching Room, NEIGRIHMS, Shillong.

Timing: 9:30 AM onwards

Important Information:

1. Applications are to be filled online in the mentioned Google form link (<https://forms.gle/mQbaWuVpx9TtDGaGA>)

Last date for submission of forms will be on the 17th June 2025 (10:00 A.M)

2. Only candidates who meet the required qualification may apply.

3. Shortlisted candidates will be intimated through NEIGRIHMS website (or by phone call/email) prior to interview date. Only shortlisted candidates will be called for interview. Selection may be through written test and/or interview, which may be decided by the selection committee.

4. Candidates must produce all relevant documents related to their qualifications & experience in original during interview. Candidates who fail to produce the Original Certificates will not be considered.

5. The post is purely temporary on contractual basis. The appointment will be initially for a period of 6 months which may be renewed depending on performance of the candidate and extension of the project from the funding agency.

6. Date of determination of eligibility will be as on the last date for online application.

7. The terms and conditions of contract appointment shall be governed by the contractual bond of Agreement agreed upon by the Institute and the employee concerned.

8. Attempts (direct/indirect) to influence the Selection Committee in any way or form will lead to disqualification of the concerned candidate from the recruitment process.

9. Selection will be based on the performance of the candidate in the interview and the qualifications.

10. No TA/DA will be paid for attending the interview.