

Job Vaccancy

Job Vacancy Detail

Adv No. : TMC/HBCHRCV/HRD/230/24
Advertisement Name : WALK-IN INTERVIEW for Secretarial Assistant ON DATE: 21-05-2024 BETWEEN 09:30 A.M TO 10:30 A.M AT Interview Venue: Homi Bhabha Cancer Hospital & Research Centre, Aganampudi, Visakhapatnam-530053 (ON CONTRACT BASIS)
Start DateTime : 11/05/2024 To End DateTime : 21/05/2024

Available Job Posts

Sr No.	Post	Adv Type	Pay Flag	Is Online	Click Online availability
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Description

**TATA MEMORIAL CENTRE
HOMI BHABHA CANCER HOSPITAL RESEARCH CENTRE, VISAKHAPATNAM**

Advt. No. TMC/HBCHRCV/HRD/230/24

Date: 10.05.2024

WALK-IN INTERVIEW

ON DATE: 21-05-2024 BETWEEN 09:30 A.M TO 10:30 A.M

AT

Interview Venue: **Homi Bhabha Cancer Hospital & Research Centre, Aganampudi, Visakhapatnam-530053**

(ON CONTRACT BASIS)

Sr. No	Designation	Age Limit	Qualification	Consolidated pay Per Month	No. of posts
1	Secretarial Assistant	30 years	H. Sc. with minimum 6 months course in Computers from recognized Institute or MS-CIT course. Minimum 1-year experience & knowledge of Statistical Software is desirable	Rs.19,100/-	02

Tenure of Services: The above-mentioned posts are on purely temporary basis and extendable as per the requirement.

Note: The number of posts mentioned above are likely to increase/decrease as per the requirement of the centre.

Interested candidates may come along with updated resume, recent passport size photograph, photo copy of Pan Card, Aadhar Card, Original certificates and one set of self-attested copies of all certificates to HRD Department, First floor, Homi Bhabha Cancer Hospital Research Centre, Visakhapatnam.

For any queries, please call on 0891-2871 (Extn- 538)

**H.R.D Department
HBCH & RC, Visakhapatnam**