



श्री चित्रा तिरुनाल आयुर्विज्ञान और प्रौद्योगिकी संस्थान, त्रिवेन्द्रम
SREE CHITRA TIRUNAL INSTITUTE FOR MEDICAL SCIENCES AND TECHNOLOGY, TRIVANDRUM

THIRUVANANTHAPURAM - 695 011, KERALA, INDIA

(एक राष्ट्रीय महत्त्व का संस्थान, विज्ञान और प्रौद्योगिकी विभाग, भारत सरकार)

(An Institution of National Importance, Department of Science and Technology, Government of India)

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Advt. No. R&P Cell/25/5355/SCTIMST/2025

Dated: 02.09.2025

SELECTION TO THE POST OF ADMINISTRATIVE DATA OFFICER - (TEMPORARY)

For DHR funded Project entitled - Resource Centre/HUB for conducting "Health Technology Assessment" (P-5355).

Qualification & Experience (Essential) : Graduates in Computer Science/ Public Health/ Statistics/ Demography/ Geography/ Geology with 3 years of experience under the Government Department/Statutory or Autonomous Bodies/ Universities/ Public Sector Undertakings and having computer programming skills like R, Python, C++, Java etc. and knowledge of MS Office, MS Word, MS Power Point and MS Excel.

OR

Post Graduates in Computer Science/ Public Health/ Statistics/ Demography/ Geography/ Geology having computer programming skills like R, Python, C++, Java etc. and knowledge of MS Office, MS Word, MS Power Point and MS Excel.

Experience (Desirable) : Experience in Health Technology Assessment.

Job description : Data analysis and organizing meetings/ seminars/ workshops for the Resource Centre. Coordinate with HTAIn, other resource centers and State Health Services. Assisting the Institute accounts Department in the maintenance of account-related activities. This will be a good experience for those looking for undertaking PhD in data science or HTA.

Monthly emoluments : ₹40,000/- (Consolidated)

Age limit as on 01.09.2025 : 50 Years

Number of vacancies : Existing - 1 (ST Backlog-1) (In the absence of eligible ST candidates, UR will be considered)

Nature / Tenure of appointment : Temporary (Purely on contract), for a period till 11.02.2026 or till completion of the project, whichever is earlier.

Last date for applying ONLINE : 16.09.2025 05.00 pm

Eligible candidates are required to apply ONLINE through Institute website (Link given below) and upload scanned copy of certificates to prove **age, caste, qualification and experience**.

The applications will be screened and eligible candidates will be called for the Online Interview. **Intimation regarding the schedule of ONLINE interview will be send to their email id provided in the online application form.** Experience wherever prescribed means experience gained AFTER acquiring the prescribed essential qualification.

Caste Certificate (for ST) should be valid and in the prescribed format applicable for employment in Central Government Institutions, issued by a Revenue Officer not below the rank of a Tahsildar.



Sd/-
DIRECTOR

ONLINE Application Link: (<https://www.sctimst.ac.in/Recruitment/>)