

EMPLOYMENT NOTICE

Applications are invited from General candidates to be engaged as Data Entry Operator on daily rated basis for a period of six months at the rate-of Rs.202/- per day.

1.	Name of the Post	Data Entry Operator
2.	Number of Posts	05 (Five)
3.	Pay	@ Rs.202/- per day
4.	Essential Qualification	1) Must have passed XII Examination 2) One year Diploma in Computer Application 3) Must pass in the skill test of Data Entry, which will be conducted later and the minimum requirement for passing the skill test is 6000 Key depression per hour as per the norms of A & N Administration
5.	Age Limit	18-33 years for male candidates and 18-38 for female candidates The Crucial date for determining the age limit shall be the closing date for receipt of application

The eligible candidates may submit their application in the following format along with attested copies of educational qualification, certificates duly supported with Employment Exchange Registration Card, proof of age and address for communication, addressed to the Chief Registrar of Births & Deaths, DHS Annex, RBD Building, A & N Administration, Port Blair on or before 26th March, 2010 (3.30 PM). It is further informed that eligible candidates who apply for the post of Data Entry Operator within the specified time limit as mentioned above that the Venue & date of skill test will be published in the Daily Telegrams and notice of Board of CRBD Office and DHS Office. No formal letter will be issued for the skill test.

FORMAT

01. Name in Block Letters :
02. Father's /Husband's name :
03. Date of Birth :
04. Age as 26.03.2010 :
05. Marital status :
06. Educational Qualification :
07. Experience if any :
08. Employment Registration :
09. Address for communication
with telephone No, if any :

AFFIX RECENT
PASSPORT
SIZE PHOTO

Signature of Candidate

F.No.1-35/Vs/CRBD/2010/ 491
ANDAMAN AND NICOBAR ADMINISTRATION
OFFICE OF THE CHIEF REGISTRAR OF BIRTHS & DEATHS
DIRECTORATE OF HEALTH SERVICES
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Port Blair, dated the 4th March, 2010.

Copy forwarded to :-

1. The Chief Editor, The Daily Telegrams, Govt. Press, Port Blair with the request to public the above notice in the Daily Telegrams.
2. The Employment Officer, Employment Exchange, Port Blair for information.
- ✓ 3. The Nodal Officer (IT), DHS with the request to upload the Vacancy notice in the Administration's web site for wide publicity.


CHIEF REGISTRAR OF BIRTHS & DEATHS