



**TATA MEMORIAL CENTRE
CENTRE FOR CANCER EPIDEMIOLOGY
Kharghar, Navi Mumbai- 410 210**

www.actrec.gov.in

Phone No : 022-68735000/5849/5783



(A Grant-in-aid Institution of the Dept. of Atomic Energy, Government of India)

No. CCE/Advt/ 361 /2022

WALK- IN – INTERVIEW on (Project)

Date: Thursday, 2nd June, 2022

Sr. No.	Post, Pay range & Place of Work	Norms	No. of Posts
1	Data Entry Operator Salary: Rs. 19,000/- to Rs.31,000/- per month Place of Work : CCE, Kharghar/ TMH, Parel	HSC with 6 months computer course from recognized institute or MS-CIT certification. Minimum 1 Year work experience in Cancer Hospital/ Cancer Registry is desirable.	04

DURATION: Six months and may be extendable.

Eligible Candidates may attend the walk in interview along with Bio-data, Original Document (Education certificate, work related certificate, Photo, Pan Card & Aadhar Card etc.) with Xerox copies on **02.06.2022** at 10.00 a.m. at Room No. 205, 2nd floor, Centre for Cancer Epidemiology, Advanced Centre For Treatment, Research & Education In Cancer, Sector 22, Kharghar, Navi Mumbai-410 210.

Reporting Time: 10.00 a.m. to 11.00 a.m.

Jr. Administrative Officer, CCE

General Conditions

1.
 - (a) Walk-in interview date 2.6.2022 reporting time 9.00 AM
 - (b) Candidates must carry the entire necessary document.
 - (c) Candidates will be initially screened and called for interview on the basis of document submitted at the time of reporting.
 - (d) Incomplete document will be summarily rejected.
 - (e) Candidates are appearing for an interview are required to carry updated CV, original documents along with one set of copy in support of details furnished in the CV application form regarding date of birth, qualification, experience, caste, disability certificate etc. falling which such applicant will not be allowed to appear for an interview.
 - (f) Tata Memorial Centre reserve the right to restrict the number of candidates called for the interview to a reasonable limit, on the basis of qualification and experience of the applicant. Mere fulfilling the prescribed qualification will not entitle an applicant to be called for interview.
 - (g) In case it is found at any stage of recruitment that the candidate does not fulfill the eligibility criteria and OR the candidate has furnished any incorrect / false/ incomplete information OR has suppressed any materials fact(s). his / her candidature will be cancelled. If any shortcoming is detected, even after the appointment the services of the candidate are liable to be terminated forthwith. Therefore before applying for any post, the candidate should ensure that he / she fulfill all the eligibility criteria under the norms mentioned in the advertisement.
2. Tata Memorial Centre also reserves the right not to call any candidates to appear for interview without assigning any reason thereof.
3. Candidate may be offered a lower grade than what is advertised based on their working experience, research track record and overall assessment at the time of interview and recommendation of the selection committee.
4. All the outstation candidates are required to make a note that accommodation will not be provided.
5. The applicant must possess valid e-mail ID. All correspondence with the applicant will be done through email only. Responsibility of receiving, downloading and printing of related documents will be of the candidate. Tata Memorial Centre will not be responsible for any loss of email sent, due to invalid / wrong email ID provided by the candidate or delivery of email to spam / bulk mail folder etc.
6. For further enquiry kindly contact No. 022-68735000/5849/5783
7. Candidates with no experience are required to fill the column of experience as fresher.