

**INTERNATIONAL INSTITUTE FOR POPULATION SCIENCES (IIPS), MUMBAI  
(Deemed University)**

**Project title-** Evaluation of Health Management Information System (HMIS) Data, Odisha

**Notification for Walk-In-Interview**

A Walk-In-Interview is arranged on **14<sup>th</sup> February, 2025 at 10.30 AM** for two ad-hoc post of **Data Entry Operator** for the above mentioned project. The appointment will be purely on contract basis.

**Position:** Data Entry Operator

**No. of Positions:** Two

**Essential qualifications:**

Graduate in any stream

**Desirable qualifications:**

Proficiency in MS Office and Kobo Toolbox

Experience of data entry as part of their PhD/M.Phil/Masters course in Population studies/Demography

**Job Description:**

Enter interview data collected in pen-and-paper format into the system

Manage and update the project database regularly

Ensure accuracy and consistency during data entry and review processes.

**Salary:** Rs. 19,500/-

**Durations:** 2 months

**Note:** Essential qualifications may be relaxed by the selection committee in case of a candidate is found exceptionally suitable otherwise

The interested candidates may attend the Walk-In-Interview along with an application on plain paper, CV and other original documents in support of their qualifications and experience on **14<sup>th</sup> February, 2025 at 10.30 AM** in Dr. Manas Ranjan Pradhan's office at International Institute for Population Sciences, Govandi Station Road, Deonar, Mumbai-400088.

No TA/DA will be paid for attending the interview. Selected candidate is expected to join within a short notice.

Asst. Registrar (Admin)  
IIPS, Mumbai