



JAWAHARLAL INSTITUTE OF POSTGRADUATE MEDICAL EDUCATION AND RESEARCH (JIPMER)

Dhanwantri Nagar, Puducherry-6

RESEARCH MANPOWER RECRUITMENT FORMS

REC-02: Advertisement Format

No. JIP/Neuro/HBSR/2026

15-07-2026

RECRUITMENT NOTICE FOR THE POST OF PROJECT NURSE II (1) AND DATA ENTRY OPERATOR (1) FOR ICMR- NINE FUNDED HOSPITAL BASED STROKE REGISTRY (on contract)

Applications are invited from eligible candidates to work on the following posts on a contract basis in a research project funded by an external agency at the Jawaharlal Institute of Postgraduate Medical Education and Research (JIPMER), Puducherry, as per the details below.

Name of post (number)	Project nurse- II (1), Data entry operator (1)
Likely duration	1 year, extendable based on satisfactory performance and continuation of the project
Consolidated remuneration	Project nurse II- ₹20,000+18% HRA (3600/-) per month Data entry operator- ₹ 17,000 per month (no other allowances other than those mentioned here are payable)
Project title	National Stroke Health Registry
Funding Agency	ICMR-NINE
Project investigator (PI)	Dr. Saranya B Gomathy
PI's department	Neurology

Nature of work/responsibilities and expectations

The successful candidate will be expected to register demographic, clinical, and laboratory data from case files, the hospital information system, and PACS for stroke patients, both admitted and outpatient, from the departments of Medicine, Neurology, Emergency Medicine and Pediatrics.

(Data extraction from written and digital case files of OP and IP patients, entry into the online hospital-based stroke registry portal, quality checks, database management)

Eligibility criteria (Qualifications and experience)

Project Nurse II

A. Essential:

- **Educational minimum qualification:** B.Sc. Nursing/GNM from a recognised institution, registered with the State Nursing Council/BSc Neurotechnology/Emergency medicine technician
- Experience duration and area-nil specific

B. Desirable:

Experience in clinical research, neurology, stroke care, or data collection.
Good communication and computer skills.



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C. **Maximum Age Limit:** 35 years (as on the last date of receipt of applications)

Data entry operator

A. Essential:

- Graduated in any discipline
- DOEACC 'A' Level/Computer Applications or equivalent qualification

B. Desirable:

Experience in clinical databases or research projects.
Proficiency in MS Office, Excel, and electronic data entry.

C. **Maximum Age Limit:** 35 years (as on the last date of receipt of applications)

Eligible and interested candidates may email the filled application form (attached), along with CV and supporting documents (scanned in one pdf) to the **Email ID: jipmer.hbsr@gmail.com**

Notes:

1. **Applications not in the prescribed format will not be processed or accepted.**
2. Please mention the name of the post applied for in the email subject line.
3. The PDF file should be named as: ***"Candidate name_Post-name_year_application"***. e.g. ***"James_DEO_2026_application"***.
4. *The last date for sending complete applications by email is 10 pm on 25th July 2026.*

Applicants will be shortlisted based on the details furnished in the application, CV, and the documentary proof provided. The list of eligible candidates will also be displayed on the JIPMER website. The final selection will be based on CV, application, and written test/interview.

EVALUATION CRITERIA:

After the evaluation of the application form, the recruitment process will be as follows:

The tests will be conducted separately for the Staff Nurse and DEO posts on the same day.

a. Written test

1. Non-communicable disorders (Hypertension, Diabetes, Hyperlipidemia, Heart Disease, etc)
2. Stroke – Definition, types and subtypes, Symptoms and signs, risk factors, Treatment modalities, prevention, investigations such as CT/MRI and angiogram.
3. Stroke complications and sequelae and disability scales
4. Drugs used in the treatment of stroke.

b. Interview

General knowledge and practical use of computers and data handling; aptitude and commitment to work; ability to work in a group and get along with colleagues; motivation for research activities.

TERMS AND CONDITIONS:



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1. This position is purely on a contract basis for an externally sponsored project, and the person engaged will have no claim to any regular post in JIPMER at any time. Further, the position is only for the duration of the project and based purely on external funding support for the project.
2. The engagement may be extended or curtailed at discretion of the Project Investigator.
3. Qualification and experience should be in a relevant discipline/field and in a reputed institution/organization. The experience should have been gained *after acquiring the essential qualification*.
4. Qualification, experience, other terms, and conditions may be relaxed/ altered at the discretion of the Principal Investigator.
5. Valid email ID and mobile number are compulsory.
6. Consolidated salary of the post may vary from time to time. No other allowance/facilities other than consolidated salary shall be extended.
7. Submission of wrong or false information at any stage during the process of selection or canvassing of any kind will lead to disqualification or even termination if detected after the person has been engaged.
8. Only shortlisted candidates will be called for a written test and/or interview. Decision of the Project Investigator will be final. If the number of applications is very large, more stringent criteria than those specified above may be used to determine eligibility.
9. No TA/DA will be paid for attending the interview.
10. Incomplete applications and applications that are not in the prescribed format and those not fulfilling the essential criteria above are likely to be summarily rejected. Candidates may attach their CVs with the application form. *However, applications with CV alone and without the prescribed form and certificates will be rejected.*

Interviews for the post may be conducted in person or via videoconferencing, at the discretion of the Principal Investigator. In the latter case, it will be the individual candidate's responsibility to ensure access to a suitable device (computer/laptop/mobile) with audio and camera capabilities, and an adequate internet connection.

Date and time of walk-in written test and interview will be 05/08/2026, 8.30 am onwards (please see below)

Approximate timelines for recruitment (subject to change)	
Application last date	25/07/2026
Email ID for applying	jipmer.hbsr@gmail.com
Publication of shortlisted candidates after screening (at JIPMER website)	01-08-2026



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Reporting time for the selection process at JIPMER	05/08/2026
Venue	Neurology seminar room, 2 nd floor, Superspeciality block, JIPMER
Certificate verification	8.30 am to 9.30 am
Written test (MCQ type)	10.00 am to 11.00 am
Interview (for those shortlisted after the screening test)	2.00 pm onwards (same day)
Announcement of results	The results of the selection will be displayed on the JIPMER website within 1 week and the selected candidate will be informed by email/phone call.
Expected joining date	10-08-2026

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RESEARCH MANPOWER RECRUITMENT FORMS**REC-03: Application Format****APPLICATION FOR THE POST OF PROJECT NURSE-II***For the Project: National Stroke Health Registry"**Print in A4 size paper and fill in with Block Letters with BLUE PEN*

Applicant's name		Affix your recent passport size photo (Do not staple)
Father's name		
Date of birth dd/mm/yyyy)		
Age on last dates for application	___ y, ___ mo, ___ d	
Sex (male/female/other)		
Married/unmarried		
Nationality		
Religion		
Whether SC/ST/OBC		(please attach proof)
Communication address (including PIN)		
Mobile number		
Email ID		

Have you ever been convicted by a court of law or is any criminal case / disciplinary action/vigilance enquiry pending against you? If yes, provide/attach details.		
Language proficiency	Converse	
	Read	
	Write	

Educational Qualifications: (Enclose self-attested photocopies)

Qualifications (from SSLC/Matriculation onwards)	Board/University	Year of Passing	% Marks	Subjects
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1	Tenth or equivalent				
2	Higher Secondary				
3					
4					
5					
6					
7					

Details of Previous Employment (if any): *(Pls attach PDFs of proof of work)*

	Employer	Designation	From (date)	To (date)	Duration (yrs, mos, days)	Nature of duties
1						
2						
3						
4						
5						
6						

- A. Please describe your experience in up to 500 words
- B. Fields of Research Experience / Paper submission in national level conference or publications (if any)
- C. The project work involves travel to the field/other centers for the study. Will you be willing for the same (Yes/No): _____
- D. Any other relevant information: _____

Please provide contact information /email and telephone number of your previous employer whom we can contact regarding your previous/ current work. *(Please inform and the persons you list below that they may be receiving calls from us regarding this position, and obtain their permission to mention their names)*



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I accept enquires about my previous work with my earlier employer(s): Yes / No

Contact information of previous employer(s):

Name	Designation	Company / Organization Name	Phone	Email ID

Check List: (Please tick against those enclosed)

All Certificates must be self-attested and attached in the following order:

Proof of Identity (Copy of Aadhaar card/ Voter ID / Passport /Driving License)	
Certificate in support of age (Tenth equivalent / High School Certificate)	
Degrees/Diplomas	
Experience certificates	
Any others (if relevant; specify)	

DECLARATION BY THE APPLICANT

Application for the post of PROJECT NURSE-II

I, _____, wish to apply for the above contract post in an extramural research project, and hereby declare that all the statements made in this application are true, complete, and correct to the best of my knowledge and belief. I understand that if any information is found false, incorrect or ineligible and detected before or after the selection process, my candidature or employment will be terminated. Further, I declare that I have gone through the terms and conditions of the appointment. I will abide by the same, and I understand that through applying, qualifying or engaging for this position, I will have no claim against any regular position at JIPMER.

Place:

Date:

(Signature of the Applicant)

NAME (in block letters):



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REC-03: Application Format

APPLICATION FOR THE POST OF DATA ENTRY OPERATOR

For the Project: National Stroke Health Registry"

Print in A4 size paper and fill in with Block Letters with BLUE PEN

Applicant's name		Affix your recent passport size photo (Do not staple)
Father's name		
Date of birth dd/mm/yyyy)		
Age on last dates for application	___ y, ___ mo, ___ d	
Sex (male/female/other)		
Married/unmarried		
Nationality		
Religion		
Whether SC/ST/OBC		(please attach proof)
Communication address (including PIN)		
Mobile number		
Email ID		

Have you ever been convicted by a court of law or is any criminal case / disciplinary action/vigilance enquiry pending against you? If yes, provide/attach details.		
Language proficiency	Converse	
	Read	
	Write	

Educational Qualifications: (Enclose self-attested photocopies)

Qualifications (from SSLC/Matriculation onwards)	Board/University	Year of Passing	% Marks	Subjects
1 Tenth or equivalent				



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2	Higher Secondary				
3					
4					
5					
6					
7					

Details of Previous Employment (if any): *(Pls attach PDFs of proof of work)*

	Employer	Designation	From (date)	To (date)	Duration (yrs, mos, days)	Nature of duties
1						
2						
3						
4						
5						
6						

B. Please describe your experience in up to 500 words

B. Fields of Research Experience / Paper submission in national level conference or publications (if any)

C. The project work involves travel to the field/other centers for the study. Will you be willing for the same (Yes/No): _____

D. Any other relevant information: _____

Please provide contact information /email and telephone number of your previous employer whom we can contact regarding your previous/ current work. (Please inform and the persons you list below that they may be receiving calls from us regarding this position, and obtain their permission to mention their names)

I accept enquires about my previous work with my earlier employer(s): Yes / No

Contact information of previous employer(s):



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Name	Designation	Company / Organization Name	Phone	Email ID

Check List: (Please tick against those enclosed)

All Certificates must be self-attested and attached in the following order:

Proof of Identity (Copy of Aadhaar card/ Voter ID / Passport /Driving License)	
Certificate in support of age (Tenth equivalent / High School Certificate)	
Degrees/Diplomas	
Experience certificates	
Any others (if relevant; specify)	

DECLARATION BY THE APPLICANT

Application for the post of DATA ENTRY OPERATOR

I, _____, wish to apply for the above contract post in an extramural research project, and hereby declare that all the statements made in this application are true, complete, and correct to the best of my knowledge and belief. I understand that if any information is found to be false, incorrect, or ineligible, whether before or after the selection process, my candidature or employment will be terminated. Further, I declare that I have gone through the terms and conditions of the appointment. I will abide by the same, and I understand that by applying for, qualifying for, or engaging in this position, I will have no claim to any regular position at JIPMER.

Place:

Date:

(Signature of the Applicant)

NAME (in block letters):