VACANCY NOTICE

THIS POST IS PURELY ON A CONTRACT BASIS.

Applications are invited for filling the post **Data Collector Cum Data Entry Operator** in the project titled "**Effectiveness of an mHealth Interactive Education and Social Support Intervention for Improving Postnatal Health".**

POST	**Data Collector Cum Data Entry Operator**
NUMBER OF POSTS	**01**
DURATION	**6 Months (Can Be extended)**
Salary Range	**Rs 30000 - Rs 35,000 per month**
Qualifications	**Essential:** Master's degree in food technology / microbiology / public health or equivalent. **Desirable:** • Conduct household surveys and collect demographic, lifestyle, and health-related information. • Obtain informed consent, provide fasting instructions, and ensure ethical research practices. • Take physical measurements (height, weight, blood pressure, etc.) and assist in sample collection. • Support qualitative research (interviews, discussions, and transcription). • Coordinate with ASHA workers, ANMs, hospitals, and district officials for fieldwork. • Build rapport with communities, handle refusals, and ensure participation. • Perform accurate data entry and digitization using mobile apps and MS Office. • Assist in laboratory-related tasks such as sample processing, media preparation, and basic microbiological testing when required. • Contribute to monitoring field progress and preparing project nm documentation.
Experience	• Minimum 2 years of experience of handling Field work.
Key Responsibilities	• Introduce the purpose and data collection process to the members of selected household. • Review completed data collection forms for completeness and accuracy obtain missing or questionable data, as necessary. • Effectively and timely reports the field activities to the Research Coordinator. **Note:** • Candidate should have sound knowledge of Punjabi • Candidate should be comfortable working long hours in a rural field setting

How to apply: Interested candidates should email their CV's (detailed) along with total experience to mhealthro1pgi@gmail.com having subject titled "Application for the post of **Data Collector Cum Data Entry Operator**" by **27th August 2026 by 5 pm.**

TERMS AND CONDITIONS:

- This position is temporary only. Employment will terminate immediately upon completion/termination of the project, and neither IIIT Delhi nor the Principal Investigator nor the funding agency is obligated to offer permanent employment.
- Only interview candidates will be contacted or notified. Date, time, and location of the interview will be communicated via email exclusively.
- Under no circumstances will applications received after the vacancy notification deadline be considered.
- There will be no TA/DA given attending the interview.
- This will be a full-time Job employment.

Working Place

The work location will be in Punjab, Distt – SAS Nagar.

Principal Investigator