

Brihanmumbai Municipal Corporation
Public Health Department
HO/ 632 /Epid Cell Date: 29.06.2022

Advertisement

Applications are being invited for contractual posts for 1 data manager in BMC, Epid-cell Public Health Department.

1. Total Posts-1
2. Qualification Required - Graduation in BE.tech/ B. Sc IT/ BCA in IT OR Post Graduation in same fields
3. Experience More than one year in IT, MS office (PPT & Advanced excel mandatory, Google sheet,data interpretation & analysis, handling of large data sets)
4. Remuneration 75,000/- per month.
5. Duration of Period - till 31.03.2023
6. Age limit 22 yrs to 40 yrs
7. Selection Criteria - Mark allocation depends on Graduation or Post Graduation Priority will be given to those passing in first attempt 5,10 marks will be deducted from overall final marks if passing in 2nd or 3rd attempt passing after 3d attempt will not be considered for selection. If with candidates scoring similar marks, candidates with higher age (as per birth date) will be given priority. Eligible candidates shall apply online on the following mentioned link. **www.bit.ly/BMC_HDM**

Candidates Selected by BMC will be intimated by mail & message on mobile for interview & further procedure of contractual recruitment. They shall bring original certificates & attested Xerox copies for checking on date as per mentioned in the intimation letter. Last date for application is 4 July 2021 till 4 pm.

SD/-
Executive Health/Officer

Terms and conditions for the post of Data managers to be appointed on contract basis

1. Candidate shall bear the prescribed qualification for selected posts.
2. Candidate appointed on contract basis will not be able to claim for regular service of the Corporation.
3. The age limit for contractual data manager will be 22 to 40 years.
4. The candidate, if selected will have to submit a contract agreement in BMC format.
5. Data managers will be paid Rs. 75000/- per month. They will not be given any other kind of allowance.
6. The contract is for specific period (Tenure of the post) and the post will expire after the expiry of the term.
7. It will be the responsibility of the appointed data manager to complete the allotted work from within the prescribed period of appointment for which a letter of assurance will be taken them accordingly.
8. No administrative or financial rights of BMC will be granted to the concerned data manager during the contract period.
9. If the work of a contractual data manager is unsatisfactory during the contract period, the appointment of such data manger on contract basis will be terminated without any prior notice.
10. Applications shall be completely filled in the prescribed form. Application in any other format or if incomplete will not be accepted.
11. A recent passport size photograph of the candidate should be affixed with his signature at the place mentioned on the application. Two additional copies of the same photograph must be kept with the candidate for further selection process.
12. Candidates have to ensure that they fulfill all the qualifications and conditions of the post applied for. Candidates will be disqualified at any point of time if they are found to be not fulfilling the prescribed qualifications and conditions.
13. Correspondence address should be clear and complete.
14. Candidates should be present with Certificates of Educational Qualification, Professional Qualifications, Mark sheets, Certificate of Experience. (original copies and attested Xerox copies)
15. Candidates have to be present at the place of selection at their own cost.
16. Candidates will be disqualified if they are found to have submitted incorrect information/ certificates/documents or withheld any information at any time after the commencement of selection process or appointment. Also, if the appointment is made, their contract appointment will be terminated without any prior notice.
17. The Mumbai Municipal Corporation (Services) Rules 1989 and the Greater Mumbai Municipal Services (Conduct) Rules 1999 will not be applicable to the selected candidate after appointment.

Special instructions:

1. The duration of the contract system will be only 6 months.
2. The administration reserves the right to terminate the services of candidates appointed on contract basis without prior notice.
3. As the service of the candidates working during the contract period is temporary, their service will not be considered for seniority or the service will not be given priority for seniority.
4. The selected candidates will have to submit an contract agreement as per BMC format on a bond paper of Rs. 500/
5. Applications submitted earlier and received by post at the concerned office and other places will not be considered. Also, please note that BMC has not given the right to any person or any other organization to sell or accept applications.
6. If a candidate attempts to exert pressure at any stage of recruitment or is found to have resorted to improper means or to arrange for imposters, he will be disqualified from the selection.
7. Candidates are been advised to beware of the promise of getting a job through a person who pretends to be a mediator for BMC/ fraudster.
8. The Mumbai Municipal Commissioner has the power to stop the contractual recruitment process at any time or at any stage for administrative or other reasons.
9. Candidates who are registered with the Service Planning Office / Project Officer are also required to appear in this recruitment process along with the personal resume and original and attested copies of the required certificates.
10. Local candidates will be considered on merit but final decision will be taken by the administration.
11. If a candidate submits any documents after the prescribed time, those documents will not be considered and his application will be deemed ineligible