



NATIONAL HUB FOR HEALTHCARE INSTRUMENTATION DEVELOPMENT

Anna University, Chennai – 600 025

Kalanjiyam Building, 2nd Floor, Opp. to Mining Engineering,

Ph. +91-44-2235 7938, E mail: au.nhhid@gmail.com

Dr. S. Meenakshisundaram
Co-Coordinator

Dr. M. Sasikala
Coordinator

The National Hub for Healthcare Instrumentation Development (NHHID) is funded by the Department of Science and Technology for carrying out mission-oriented projects related to healthcare instrumentation development, invites application for the Office Assistant post for the Project Titled “**Medical Device Development and Commercialization**”. Interested Candidates **should submit their CVs on or before 06.10.2023** along with an eligible educational qualification certificates to **The Coordinator through post only** to the below mentioned address.

The Coordinator

NHHID, Kalanjiyam Building,
2nd Floor, Opposite to Mining engineering,
CEG Campus, Anna University,
Chennai - 600 025.
E-Mail: au.nhhid@gmail.com

The shortlisted candidates will be called for a **Written Test & Interview** after scrutinizing the applications. The date and actual time of interview will be intimated to the shortlisted candidates in due course **by email only**.

SI.No	Manpower	Essential and Desirable Qualification
1.	Office Assistant – 1 Post Rs. 10,000/- to 12,000/- per month. (Consolidated).	Essential: 8 Std. Pass. Desirable: Car Driving with Prior Experience in Office Assistance.

General Instructions

- Candidates attending the written test and interview will do so at their own expense.
- Candidates should mention % of marks in the resume.
- These posts are purely temporary.
- Selected candidates have to report for their duty within 2 weeks after the interview.
- The duration of the fellowship would be co-terminus with the project.
- The selection criteria are as per the guidelines of Anna University, Chennai.

For further details please contact: The Coordinator, NHHID, Anna university, Chennai - 600 025.
ph. +91-44-2235 7953, E-mail: au.nhhid@gmail.com.

M. Sasikala
21/9/23
COORDINATOR
NHHID

COORDINATOR
NHHID, ANNA UNIVERSITY
CHENNAI-600 025.

1/6
21/9/23



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Application for the post of _____

1	Name (in Block Letter) with initials at the end	:		Affix recent Passport size Photograph																	
2	Address for communication	:																			
3	E-Mail ID (valid and functional)	:																			
4	Mobile Number (valid and functional)	:																			
5	Nationality	:																			
6	Community	:																			
7	Gender	:																			
8	Date of Birth	:	<table border="1"><tr><td>D</td><td>D</td><td>M</td><td>M</td><td>Y</td><td>Y</td><td>Y</td><td>Y</td><td>Age</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>	D	D	M	M	Y	Y	Y	Y	Age									
D	D	M	M	Y	Y	Y	Y	Age													
9	Educational Qualification(s) :																				
	Qualifications	Specialization	Board / University / Institution	Year of Passing	Percentage / CGPA																
	SSLC																				
	HSC																				
	UG																				
	PG																				
10.	Additional Qualifications(if any)																				

11	Experience						
	Name of the organization	Designation	Period		Total Experience		Nature of work
			From	To	Years	Month	

Declaration:

I declare that the information furnished above is true and correct to the best of my knowledge and belief and that no related information is concealed. If any discrepancy is found at any stage, the National Hub for Healthcare Instrumentation Development, Anna University, Chennai, shall cancel my selection/candidate.

Signature of the Applicant

Place:

Date: