

Urgently required

SN	Post	Eligibility/ Qualifications and Experience
1	Stenographer-cum-computer operator (1)	Graduate, preferably in health / biological sciences with certificate/ diploma course in secretariat. Must have good command over English language and shorthand and typing speed. Preference will be given to those having knowledge of computer programming and office management. Salary negotiable but minimum 10K per month.

Contact:

Prof. Sarman Singh,
Room No. 4, Department of Laboratory Medicine,
All India Institute of Medical Sciences, New Delhi
Phone: 26594977
Email: sarman.singh@gmail.com