

NO.A.12026/11/2019-PD/HFW/ESST(HS)  
GOVERNMENT OF MIZORAM  
OFFICE OF THE PRINCIPAL DIRECTOR  
HEALTH & FAMILY WELFARE DEPARTMENT

Dated Aizawl, the 29<sup>th</sup> June, 2021

ADVERTISEMENT

Application is hereby invited for filling up of the following mentioned post under Health & Family Welfare Department on Muster Roll (Co-terminus) basis CSS funding for a period up to February, 2022. Application Form should be download from Department website <https://health.mizoram.gov.in> from 29.06.2021 and submitted in the Prescribed Form only through Department Email: [dhsmizoram@gmail.com](mailto:dhsmizoram@gmail.com) on or before 05:00 PM, 15.07.2021.

Sl. No.	Name of Post	No. of Post	Mode of Recruitment	Remuneration	Qualification
1	2	3	4	5	6
1	Data Entry Operator	1 (one)	M.R. (Skilled-II) on Co-terminus basis	@ Rs. 520/- per day	1) HSSLC with Govt. approved 6 month Certificate in Computer Application (CCA) or equivalent qualification from recognised institutes with Computer typing speed of 30 words per minutes. 2) The applicant should be 18 yrs to 35 yrs (Upper age limit is relaxable upto 5 (five) years for SC/ST). 3) The applicant should have working knowledge of Mizo at least Middle School standard. Desirable: Knowledge of computer hardware maintenance and operation, Operating System for Window, Basic Internet/Internet technologies, office automation software like Word processing, spreadsheet, PowerPoint presentation and Database.

Date of Interview will be notified later.

Sd/-Dr. H. LALCHUNGUNGA

Director of Health Services

Mizoram : Aizawl

Dated Aizawl, the 29<sup>th</sup> June, 2021

Memo No.A.12026/11/2019-PD/HFW/ESST(HS) :

Copy to: -

- 1) Under Secretary to the Government of Mizoram, Health & Family Welfare Department for kind information.
- 2) Principal Director, Health & Family Welfare Department for information.
- 3) Director, Information & Public Relation Department for kind information and necessary action with a request to flow this advertisement through 2 (two) leading local daily news paper in 2 (two) consecutive issues.
- 4) Notice Board/ Guard file.

  
Director of Health Services

Mizoram : Aizawl

# APPLICATION FORM

**NAME OF POST : DATA ENTRY OPERATOR ON MUSTER ROLL (CO-TERMINUS)**  
**BASIS UNDER HEALTH & FAMILY WELFARE DEPARTMENT**

Passport  
size

1. Name of Applicant (in block letter) : \_\_\_\_\_
2. Father's / Mother's Name : \_\_\_\_\_
3. Marital status : \_\_\_\_\_
4. Date of Birth (as HSLC Certificate/ Age proof Certificate). : \_\_\_\_\_
6. Present Address : House No. \_\_\_\_\_  
\_\_\_\_\_
7. Permanent Address : House No. \_\_\_\_\_  
\_\_\_\_\_
8. Employment Registration No. & Date of validity : \_\_\_\_\_
9. Mobile No. : \_\_\_\_\_

10. Educational Qualification:

Sl.No	Educational Qualification	Board	Marks	Division	Percentage

11. Others technical Qualification:

Sl.No	Technical Qualification	Board	Marks	Division	Percentage

12. Working Experiences if any : \_\_\_\_\_  
: \_\_\_\_\_

Place : \_\_\_\_\_  
Date : \_\_\_\_\_

*Signature of Applicant*

**Document to be enclosed :-**

- 1) Two copies of Passport size.
- 2) Attested copies of HSLC Certificate & Mark-sheets on ward.
- 3) Attested copy of Age Proof Certificate.
- 4) Attested copy of Employment Registration Card.
- 5) Attested copy of SC/ST Certificate.