



F. No.1-1/ANIIMS/Psychiatry/NIMHANS/2023-24/1108
निर्देशक एनिम्स का कार्यालय
OFFICE OF THE DIRECTOR OF ANIIMS
अंडमान निकोबार द्वीप समूह चिकित्सा संस्थान
ANDAMAN & NICOBAR ISLANDS INSTITUTE OF MEDICAL SCIENCES
अण्डमान तथा निकोबार प्रशासन
ANDAMAN & NICOBAR ADMINISTRATION

Dated: 15-11/2025

VACANCY NOTICE

Applications invited in the prescribed format attached herewith for the position of NMHS Survey filed data Collector for National Mental Health Survey-2 Project in Andaman & Nicobar Islands. The details are as under:-

1.	Name of the Post	NMHS Survey Filed Data Collector
2.	No. of Post	01
3.	Essential Qualification	Masters in Psychology/Social work/Sociology/Rural Development or related areas.
4.	Desirable Experience	Experience in Working in projects/programs at State level. Demonstrated ability to liaison with difference and multiple organizations at State/National Level. Fluency to Communicate in local language and multiple dialects. Undertaken Health related filed-based data collection
5.	Salary	Consolidated Rs. 45,000/- per month; excluding local travel which will be borne separately
6.	Nature of Work	The Filed data Collector will be responsible for conducting on-site surveys, collecting data as per survey questionnaires and ensuring accurate documentation as part of the NMHS project. The role involves extensive field visits, interviews with local communities, data entry and reporting. Candidates should be comfortable working in remote locations, have strong observational skills, and ensure data integrity.
7.	Maximum Age limit	40 years
8.	Duration	Initial appointment will be for 2 months and extended further depending upon the performance of he candidate.

9.	Specific responsibilities	Planning data collection and liaison with local authorities. Undertake data collection in the filed as per the plan. Ensure data backup on a daily basis. Regularly. Prepare daily and weekly reports and maintain formats

Last Date

Note: The candidate must be willing to undertake other responsibilities as may be assigned from time by the PI or Co-PI.

INSTRUCTION & PROCEDURE FOR RECRUITMENT

1. Candidate meeting the age criteria and possessing the required essential qualification, experience, etc. and willing to work for the above-mentioned project may apply and fill the application form in the prescribed format only and send it to the email recruitment.aniims@gmail.com on or before the **last date i.e 19.11.2025** and time of receipt of applications as mentioned above. There is no need to send hard- copy of any application form/documents at this stage.
2. Candidate should mention "Application for the post of NMHS 2 Filed data collector in the subject line clearly while sending their application through e-mail. Candidates applying for both the positions are required to send 2 separate e – mails for the same.
3. Late, incomplete applications or applications not submitted in the prescribed format will not be considered.
4. The above position will be filled purely on temporary CONTRACT appointment basis.
5. The rates of emoluments/stipend shown in this advertisement are as per the guidelines and as per the sanction approved by NIMHANS.
6. Cut- off date for age limit will be the last date of application receipt.
7. Qualification & experience should be in relevant discipline/field and from an Institution of repute. Experience should have been gained after acquiring the minimum essential qualification.
 - ↩ Mere fulfilling the essential/educational qualification does not guarantee the selection.
 - ↩ Person already in regular time scale service under any Government Department/Organization are not eligible to apply.
10. Submission of wrong or false information during the process of selection shall disqualify the candidate at any stage.
11. Contract appointee shall not have any claim on a regular post in this institute of Funding Agency or in any Department of Government of India and their contract service will not confer any right for further assignment or transfer to any other project or appointment/absorption in funding agency or in this institute. Benefits of Provident Fund, Pension Scheme, Leave Travel Concession, Medical Claim, etc. are not admissible. An undertaking to that effect must be submitted at the time of joining.
12. Initial contract appointment will normally be for a period as specified further continuation/extension of the service will depend on requirement of the Project, performance evaluation and approval of the competent authority in case –to-case basis.

13. In the event of selection, a candidate must produce all document or certificates in original relating to 1. Educational Qualification 2. Date of Birth 3. Experience certificates 4. One recent passport size photograph 5. Identify proof i.e Aadhar/PAN/Voter ID/driving License etc. 6. One set of self-attested photocopies of all documents.
14. Candidates who fail to bring the original certificates at the time of joining and if any discrepancy is found in the documents such candidates will not be allowed to join the selected contract post and the position will be offered to the waiting list candidates.
15. No TA/DA will be paid for the interview.
16. The engagement can be terminated by giving one-month notice on either side. Contract can be terminated forthwith or before expiry of the notice period by making payment of a sum equivalent to one-month contractual amount. However, you will not be permitted to surrender one-month contractual amount in lieu of the period of notice of unexpired portion thereof and you will be required to serve the full period of notice.
17. The Principal Investigator of the project in Andaman & Nicobar UT reserves the right to cancel/modify the recruitment process at any time during the process, at its discretion.
18. The institute reserves the rights to consider or reject any application/candidature. The decision of the Selection Committee will be final and binding.
19. Canvassing in any form will be a disqualification.
20. Corrigendum/addendum/further information; if any; in respect of this advertisement will be published on official websites of ANIIMS and Andaman & Nicobar Administration only.

DIRECTOR, ANIIMS



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ANDAMAN & NICOBAR ADMINISTRATIO

APPLICATION FOR THE POST OF

1.	Name of the Applicant				
2.	Gender				
3.	Category				
4.	Marital Status				
5.	Father/Spouse Name				
6.	Date of Birth				
7.	Address for Communication with Mobile No. & Email ID				
8.	Permanent Address with Mobile No. & Email ID				
9.	Nationality				
10.	Education Qualification				
	Examination	Subjects	Board/council/University	Month & year of Passing	
	X th				
	XII th				
	Diploma				
	Degree				
	Post-Graduation				
	Others				
11.	Current job description:				
12.	Experience				
	Name of the Organization/Institution where worked	Post	Period From – to	Scale of Pay & Gross Pay Drawn	Nature of Work
Add separate sheets					
13.	Name and address of two referees well known with the applicant's work				

	Name	Occupation or position	Address with telephone No. & E- mail	
	1.			
	2.			
14.	Any other information you wish to add			

DECLARATION

I, _____ declare that the information furnished above is true and correct to the best of my knowledge and belief and no related information has been concealed. I am aware that if any of the above statements are found to be incorrect or false or any material information or particulars of relevance have been misstated suppresses or omitted, I am liable to be disqualified for appointment and if appointed my appointment will be liable to be terminated.

Place:
Date:

Candidate Signature