

REGIONAL AYURVEDA RESEARCH INSTITUTE

(Central Council for Research in Ayurvedic Sciences, Ministry of AYUSH, Govt. of India)

INS-106, Sector-25, Indira Nagar, Lucknow-226016

REQUIREMENTS OF STAFF

S. No	Name, No. of Post and Category	Eligibility Criteria	Duties in Brief	Wages
1.	Hindi Assistant (01)	Qualification : Graduate in any Discipline from recognized University, Knowledge of Translation from Hindi to English & English to Hindi Sufficient knowledge in computer (especially typing in MS Word)	Translation works of English to Hindi and Hindi to English Implementation of Hindi in Administration & Technical works. Computer work in Hindi. Any other works allotted by the authority	Rs. 20,000/- per month
2.*	Office Assistant (02) (Clerical)	Qualification: A graduate and should qualify the typing test with minimum speed of 35 w.p.m. in English and 25 w.p.m. in Hindi on computer, writing ability test and personal talk . Age limit: 30 years as on the date of fresh engagement	Opening and maintenance of files, typing support, record maintenance, diary/dispatch, routine noting/drafting, distribution of dak, etc and as directed by officer Incharge	Rs. 20,000/- month
4.	Multitasking Attendants(06) (Office Attendant, Aya, Cook, Kitchen Servant etc.) (Semi-skilled/ Unskilled category)	Qualification: Matriculation(High School) Pass and well conversant with basic computer skills Age limit: 30 years as on the date of fresh engagement	Work assigned to MTA and as directed by concerned section In-charge	Rs. 16,000/- per month
5.	Refractionicst (01)	Diploma in refraction or Degree in Optometry	Performing the Eye refraction and eye exercises	Rs. 16,000/- per month
6.	Kriyakalp attendant (01)	Diploma in Panchakarma	Performing ayurvedic treatment procedures pertaining to eye	Rs. 16,000/- per month
7.	House Keeping Staff - 04	Staff deployed should be of proven credentials skills	Sweeping & Cleaning of premises, corridors, wards, toilets, and well none of work related on garden etc.	Rs. 16,000/- per month