

Terms of Reference

Junior Data Analyst (Short Term)

National Health Systems Resource Centre (NHSRC) has been set up under the National Health Mission (NHM) as an autonomous registered society, to channelize technical assistance and capacity building support to the states for strengthening the public health system. The NHSRC is also mandated to contribute towards National strategic health planning and programme design.

NHSRC intends recruiting Short term-Data Analyst purely on contractual basis for the period mentioned in the contract.

Location: NHSRC Office, New Delhi

Roles & Responsibilities

1. Creation of a data bank on health expenditure in the template as prescribed by National Health Accounts Technical Secretariat
2. Analysis as required by the NHA methodologies and policy related data analysis
3. And any other work assigned by the Advisor – Healthcare Financing

Qualification and Experience:

1. Bachelor degree in Economics / Statistics from a recognized university.
2. Minimum 6 months post qualification experience in data collection and data analysis.
3. Advanced application of Microsoft's tool including Excel, Access and Power Point.
4. Excellent verbal and written communication skills.
5. Ability to complete multiple tasks under pressure and should be a team player.

Age Limit: 30 years & below.

Note:

It is mandatory to mention Age, Year of Passing the Degrees, Current and Past Employment dates on your resume, without which it will not be accepted.

Applications must reach by 4 p.m. on **05-June-2015** by email to st.nhsrc.2015@gmail.com or by post / by hand to HR Manager, NHSRC, NIHFWS Campus, Baba Gang Nath Marg, Munirka, New Delhi - 110 067. Please ensure to mention post applied for on the envelope (in post) and subject-line (in e-mail), without which applications will not be accepted.