

SITUATION VACANT

Sri Sankaradeva Nethralaya invites application for the below mentioned posts:

1) Secretary (Academic) :- 01 No (Contractual)

Qualification :- Science Graduate (B.Sc) with good command in English, Drafting & knowledge of Computer (MS Office, Template designing & Internet)

Age :- Not above 28 years

Experience :- 3 years experience (Preferably in assisting research/academic works/projects)

Salary :- Negotiable

2) Accountant :- 01 nos (Contractual)

Qualification :- B. Com with Tally and Microsoft Office

Age :- 30 years

Experience :- 5 years prior experience (Medical sector with TPA billing, corporate billing will be preferred)

Salary :- At par with industry standards

Interested Candidates may apply to:-

The Manager (HR)

Sri Sankaradeva Nethralaya

96, Basistha Road, Beltola,

Guwahati-781 028

Email:- ssnhm@gmail.com

Tel # (0361) 2233444 / 2228921

- *Only shortlisted candidates will be called for interview.*
- *Last Date of Submission of application- 10.04.2024*