

Job Notification & Campus Visit Confirmation Form

To be complete and returned by the Organization

Company Information			
Name of the Organization			
Contact person/ Designation			
E - Mail Address			
Phone Number			
Mobile Number			
Fax Number			
Website			
Pre - Placement Talk (please mention at least two preferred dates & mark the preferred time slot)			
pref.1	Pref. 2	Pref. 3	
9.00am - 10am	10am - 11am	other	
Preferred Date of Campus Visit for Recruitment* (please mention the preferred dates)			
pref.1	Pref. 2	Pref. 3	
Job Details			
total Intended Intake (No. of Vacancies)			
Job Description (use Separate Sheet for different Job positions. If possible, please enclose a detailed document specifying the job description)			
Location of assignment			
Criteria for Eligibility (qualification & No. of months of work experience)			
Duration of Probation			
Is the salary Negotiable or Non Negotiable?		Negotiable	Non Negotiable
Details of Compensation Package			
	During Probation	After Confirmation	
Gross Salary/ CTC			
Take Home			
Other Perquisite			
(Attach separate sheet, if necessary)			
Mode of Selection			
Procedure	Yes/ No	Number of Panels	Duration (hrs)
1. Preliminary Test			
2. Group Discussion			
3. Interviews			
4. Any other (Please Specify)			
Date:		Signature and Designation	
*PPT could be done either separately or no the day of the Recruitment			
Mail or fax the duly filled in form to : International Institute of Health Management Research (IIHMR) Plot No.3, Pocket HAF, Sector-18A, Dwarka, New Delhi-110075 Telephone :30418900 Fax: 30418909 E-mail: info.delhi@iihmr.org			