

**Application Closing Date: 15/10/2025**

**Name of the Position: Nurse Assistant**

**Project:** TRANSFORM project (collaboration with FIH)

**Work area:** Preventive Oncology Department, Tata Medical Center, Kolkata

1. Number of positions: 01
2. Duration of contract: 3 months
3. Date of start: 01/11/2025
4. Salary (consolidated): Rs.12,000 per month
5. Essential Qualification: GNM with valid registration
6. Experience: Minimum 1-year clinical experience

**7. Key Responsibilities:**

- Administration of vaccine to children and adults
- Ensure proper storage, handling of vaccines and maintaining accurate documentation and follow up.
- Counselling and consenting at outreach camps
- Managing the data and liaising with the FIH team
- Associated other departmental clinical work

Submission of applications by post or by e-mail to:

Mr Suvasish Mukherjee;  
Head, Human Resources;  
Tata Medical Center;  
14 Major Arterial Road (East-West); Newtown,  
Rajarhat; Kolkata 700 160

**e-mail: [suvashish.mukherjee@tmckolkata.com](mailto:suvashish.mukherjee@tmckolkata.com)**