

Always Looking For Great People...

Position: MIS Executives
Department: MIS Management
Location: Lucknow

AMS (www.amsindia.org) is offering research-based consulting services to various Govt. departments and international agencies (**World Bank, Unicef, UNDP, UNFPA, etc.**). Our major areas of work include Public Health, Nutrition, Water & Sanitation, Women & Child Development, Education, and Rural Development.

To strengthen our MIS function, we require:

MIS Executives (Lucknow)

Job Responsibility

- To download, organize, store and analyze the data of various projects
- To ensure submission of error free data within the stipulated timeline
- To assist in creating data capture programs
- To assist in data processing and tables generation

Eligibility

- MCA / B.Tech. (IT / CS) / MBA / Other related discipline
- Excellent command over **MS Office (preferably Excel)**
- Candidates are required to bring their own laptop and work on the same
- **This position requires candidates' physical presence in the office.**

Remuneration: Rs. 20,000/- per month

It is a full-time regular position. Initially, the individual will be hired on a probationary basis. After successful completion of the probation period, the candidate would be absorbed by the organization with benefits, such as, PF, Health Insurance and increments depending upon their competency level.

How to Apply

Interested candidates may please mail their detailed CV along with a recent photograph by **31st August (Wednesday), 2022** to hrd@amsindia.org clearly mentioning "**MIS Executives**" in the subject line.

☞ **Only short-listed candidates shall be notified by us.**