

**JOB DESCRIPTION FOR THE POSTION OF  
STATISTICAL ASSISTANT-ON CONTRACT**

<b>Post Name</b>	Statistical Assistant-on Contract
<b>No. of Vacancy</b>	01 (One)
<b>Reporting Authority</b>	Chief (AD, AI & MIS)
<b>Age Criteria</b>	Not more than 30 years as on the date of advertisement. Age relaxation for highly experienced candidates.
<b>Qualification</b>	<b>B.Sc / M.Sc or equivalent qualification specializing in Statistics with minimum 55%</b>
<b>Experience</b>	<b>1 Year Experience</b> in data / statistical analysis using RDBMS is desirable
<b>Job Description</b>	<ul style="list-style-type: none"> <li>• Collecting and Interpreting Data through set Parameters.</li> <li>• Organizing Data as per the set Parameters by using spreadsheets (excel sheets) in Computer.</li> <li>• To perform large and complex Statistical Analysis through various tools in Computer.</li> <li>• Prepare Comprehensive Reports based on effective analysis.</li> <li>• Identify and keep track on various patterns and trends in Data sets.</li> <li>• Strong verbal and written communication skills.</li> <li>• Attentive, an analytical mind and inclination for problem-solving by way of critical thinking.</li> </ul>
<b>Remuneration</b>	Pay Scale shall commensurate with skills, experience and market trends.
<b>Location</b>	GGRC Head Office , Vadodara, Gujarat
<b>General</b>	Advertised criteria may be relaxed in exceptionally desire candidates.