



**TATA MEMORIAL CENTRE
CENTRE FOR CANCER EPIDEMIOLOGY
KHARGHAR, NAVI MUMBAI- 410 210**
www.actrec.gov.in

Phone No: 91-22-68735000/5849/5783



(A Grant-in-aid institution of the Dept. of Atomic Energy, Government of India)

No. CCE/Advt./107/2026

ONLINE- INTERVIEW (on Project)

Post, Pay and Job Location	Norms	No. of Post
<p>Post: Project Coordinator</p> <p>Pay Range: Rs.60,000/- per month</p> <p>Job Location: Centre for Cancer Epidemiology, ACTREC, Kharghar, Navi Mumbai – 410210.</p>	<p>Qualification:</p> <ul style="list-style-type: none">• MBBS/BDS/ BAMS/BHMS/ Bachelor's Degree in Healthcare or Paramedical fields.• Master's in Public Health (MPH) or Hospital Administration. <p>Experience Desirable:</p> <ul style="list-style-type: none">• Minimum 1 year of work experience in Public Health or relevant field. <p>Job Description:</p> <ul style="list-style-type: none">• Coordinate and support implementation of project activities related to improving cause of death data quality.• Facilitate and monitor Medical Certificate of Cause of Death (MCCD) trainings.• Liaise with state health department, Director of Census operation, Hospitals and medical colleges for effective project rollout & advocacy.• Support capacity-building initiative and conduct field visit to monitor training effectiveness and data quality.• Collect, compile and report field data to the central project team at CCE in a timely manner.• Prepare periodic reports and documentation as required by the project.• Coordinate with the central USCOD team at CCE for technical and operational guidance.	<p>01</p>

Duration: Initially for a period of 06 months or till the continuation of project whichever is earlier.

Project Overview: Centre for Cancer Epidemiology (CCE), Tata Memorial Centre (TMC), Mumbai has established a Unit for Strengthening Cause of Death Data (USCOD), with a vision to support, promotes and advocate for best practices in medical Certification Cause of Death (MCCD) Data quality in Civil registration and Vital Statistics in India and the Asia Pacific region. Additional details on the Centre are available on the website at: <https://tmc.gov.in/uscod/>

Interested Candidate are required to **send their updated resume with the relevant documents (Bio-data, Qualification Certificates, Experience Certificates, Birth Certificate, Photo, Pan Card, etc.)** in a single PDF file, to the email id uscodcce@gmail.com on or before 10/04/2026 up to 5.00 PM.

Candidates are requested to mention "Job Application for the post of **"Project Coordinator"**- Centre for Cancer Epidemiology, ACTREC" in the subject line.

Reporting Time: 10.00 am to 11.00 am

Banumilli
24/13/26
Assistant Administrative Officer, CCE