

## **GOVERNMENT MEDICAL COLLEGE, NAGPUR**

Walk-in interviews will be conducted for the following posts for the ICMR funded Task Force Project on Burns.

Applications are invited for the posts of

1) Junior Medical Officer – 1 post

- Qualification - MBBS degree from a recognized University,
- Experience- Research experience in health
- Candidate having experience of field work will be given preference.
- Monthly consolidated Emolument – Rs. 60,000/- per month(consolidated) with no other allowances.
- Upper age limit for fresh recruits -30years.

Job Responsibilities: The activities of the Jr. Med. Officer would include but not limited to:

- a. Ensure that all the process of the Task force study are conducted properly.
- b. Assist PI & Co- PI in coordination of all project related work at the site.
- c. Troubleshoot of field work at study centre.
- d. Prepare and assist in preparing over-all operational plan of Pre-survey activities, survey, IEC preparation and disbursal and post IEC-implementation survey.
- e. Prepare and assist in preparing documents, interim & Annual Reports and relevant documentation required for ICMR HQ.
- f. Any other job assigned by the PI & Co-PI.

2) Project technical Officer (Medical Social Worker) – 2 posts

- Qualifications - Graduate in Science from a recognized university
- Experience- Five years work experience from a recognized institution or Masters degree in Social Work
- Monthly consolidated emoluments - 32,000/-
- Upper age limit for fresh recruits - 30 years
- Candidates having exp in field work will be given preference.
- Job Responsibilities-
  - a) Execution of all project related tasks viz Pre-survey activities, survey, IEC preparation and disbursal and post IEC-implementation survey.
  - b) Assist Medical Officers in Preparing documents, interim & Annual Reports and relevant documentation required for ICMR HQ.
  - c) Any other job assigned by the PI & Co-PI.

3) Field workers – 2 posts

- Qualifications & Experience- 12<sup>th</sup> pass in science subject from recognized board .
- Candidates having experience in field work will be given preference.
- Monthly consolidated emoluments - Rs. 18,000/-
- Upper age limit for fresh recruits - 30 years.
- Job Responsibilities:
  - a) Execution of all project related tasks viz Pre-survey activities, survey, IEC preparation and disbursal and post IEC-implementation survey.
  - b) Any other job assigned by the competent authority.

4) Data Entry Operator Grade B – 1 post

- Qualifications & Experience-
  1. 12th pass from recognized board
  2. A speed of not less than 15000 key depressions per hour through speed test on computer.
  3. Desirable Experience: Two-year experience in EDP work in Govt. autonomous, PSU or any other recognized organization.
  4. Proficiency in MS-office, MS-Excel and communication skills.
- Candidates having experience in field work will be given preference.
- Monthly consolidated emoluments - Rs. 18,000/- per month
- Upper age limit for fresh recruits - 28 years.

**Terms and Conditions:**

1. Qualification and experience should be in relevant discipline/field and from a reputed institution/organization recognized by relevant authority. Experience shall count from the date of completion of minimum educational qualification.
2. Submission of incorrect or false information during the process of personal discussion and/or videoconferencing shall disqualify the candidature at any stage.
3. Mere fulfilling the essential qualification/experience does not guarantee selection.
4. Candidates employed in Govt. Service/Semi-Govt. Autonomous Bodies of State/Central Govt. should submit a “No Objection Certificate” from their employer.
5. Above posts are contractual for the duration offered may or may not be renewed subject to satisfactory performance and requirement.
6. Age will be reckoned from last date of receipt of application.
7. The posts are purely temporary and co-terminable with the project. Employees will be on consolidated pay basis.
8. The appointment will be made on the basis of results of personal discussions.
9. Selected candidate will not have any right to claim for regular appointment.
10. Interested candidates who are willing to apply for the posts are requested to fill attached application form. Duly filled application with Recent Photograph along with self- attested copies of all relevant certificates and experience should be sent to:

Dept. Of Community Medicine , Govt. Medical College,Nagpur Or mail to [burntaskforcegmcn22@gmail.com](mailto:burntaskforcegmcn22@gmail.com) before the end of last date as per advertisement.

11.Applications received late will not be considered. Only short-listed candidates will be informed via Phone/email and called for interview, no correspondence will be entertained in this regard.

12. Incomplete application, without photograph or without copies of relevant certificates will not be entertained.

13. No TA/DA will be paid for appearing in interview/videoconferencing.

14. Any canvassing by or on behalf of the candidates or to bring political or outside influence with regard to selection/recruitment shall be liable for disqualification.

15. Shortlisted candidates will be called for interview after verification of essential qualification and experience.

Recruitments for these post are for the period of 12 months only.

Candidates should apply on a plain paper addressing the Dean, GMCH Nagpur with their postal address, e-mail id and mobile number clearly stated on it and enclose all the relevant documents of qualification & experience.

Application should be submitted in office of Department of Community Medicine, GMCH Nagpur latest by 15<sup>th</sup> July 2022.

Date & time of interview will be communicated later.

Dr. Uday Narlawar

Principal Investigator