



**Indian Institute of Engineering Science and Technology, Shibpur**

**भारतीय अभियांत्रिकी विज्ञान एवं प्रौद्योगिकी संस्थान, शिवपुर**

**ভারতীয় প্রকৌশল বিজ্ঞান এবং প্রযুক্তিবিদ্যা প্রতিষ্ঠান, শিবপুর**

**(An Institution of National Importance under MOE, Govt. of India)**

## **Employment Notification**

### **Recruitment for the Post of Senior Medical Officer**

**Advt. No.: RO/MA/23/4**

**Date: 24.03.2023**

Applications in the prescribed format are invited from the eligible Indian Nationals for recruitment to the post of **Senior Medical Officer** directly / on deputation (including Short Term Contract) at the Indian Institute of Engineering Science and Technology, Shibpur.

<b>Sl. No.</b>	<b>Name of the Post</b>	<b>No. of Post</b>	<b>Pay Band &amp; Grade Pay</b>	<b>Category</b>
1.	Senior Medical Officer	1	Pay Band 3 (Rs. 15600 – Rs. 39100) with Grade Pay of Rs. 7600/- + NPA as per Govt. instructions	UR

The application form, general instructions, qualifications, experience, upper age limit and other conditions required for the above post may be downloaded from the Institute's website [www.iiests.ac.in](http://www.iiests.ac.in)

The application duly filled in all respects should reach the Office of the Registrar, Indian Institute of Engineering Science and Technology, Shibpur, West Bengal, Howrah – 711 103 on or before 24.04.2023 by 5.30 p.m.

Incomplete applications will not be entertained. The Applicants previously applied for the post of Senior Medical Officer as per earlier advertisement no. RO/AU/21/07 dated 08.08.2021, may submit updated CV only.

**Registrar**

**Recruitment Rules (2019) for the post of SENIOR MEDICAL OFFICER in NITs**

Sl.No.	Particular	Criteria
1.	Name of the Post	Senior Medical Officer
2.	Number of Post(s)	As per sanctioned strength.
3.	Classification	Group - A
4.	Scale of Pay (Grade Pay, Band Pay)	PB 3 (Rs.15600-39100) with Grade Pay of Rs.7600/- + NPA as per Govt. instructions. After 5 years of service as Senior Medical Officer with GP of Rs.7600/-, an incumbent will be assessed by Departmental Promotion Committee (DPC) for moving to the higher GP of Rs.8700/- in PB-4 with the same designation.
5.	Whether Selection Post or non-Selection Posts	Not applicable
6.	Age limit for direct recruits	50 Years
7.	Educational and other qualifications required for direct recruits	<p><b><u>Educational qualification and Experience:</u></b></p> <p><b><u>Essential:</u></b>  <b><u>Educational qualification:</u></b>                      MBBS Degree or equivalent qualification included in any one of the Schedules to the Indian Medical Council Act, 1956 (102 of 1956) and must be registered in a State Medical Register or Indian Medical Register.                      Or                      Post Graduate Qualification, preferably MD, in General Medicine, or equivalent qualification included in any one of the Schedules to the Indian Medical Council Act, 1956 (102 of 1956) and must be registered in a State Medical Register or Indian Medical Register</p> <p><b><u>Experience:</u></b>                      i) For Post Graduate Degree holders, at least 5 years regular service as Medical Officer in PB-3 with GP of Rs.5400/- or equivalent,                      ii) For MBBS degree holders, at least 10 years experience as Medical officer in PB-3 with GP of Rs.5400/- or equivalent.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Age: No Educational Qualification: Yes

*K. Raju*

Sl.No.	Particular	Criteria
9.	Period of probation, if any	1 year for direct recruits as per NIT Statutes.
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	50% Direct Recruitment, failing which through Deputation (including Short Term Contract).  50% Promotion, failing which through Deputation (including Short Term Contract).
11.	In case of recruitment by promotion / deputation / transfer, grades from which promotion / deputation / transfer to be made	<b>Promotion:</b> At least 10 years experience as Medical Officer in PB-3 with GP of Rs.5400/- of which at least 5 years in PB-3, GP of Rs.6600/-.  <b>Deputation (including short term Contract):</b> Medical Officers of the Central / State or similar services / semi-Govt. / PSU / Statutory or Autonomous organization, University / Institution of national importance:  <b>Experience:</b> a) i) Holding analogous post or ii) With at least 5 years regular service in PB-3 with GP of Rs.6600/- or equivalent, b) Possessing educational qualification as prescribed in Row 7.
12.	If DPC exists, what is its composition	As per the provisions contained in the NITSER Act, 2007, First Statutes and the subsequent Statute.
13.	Circumstances in which UPSC is to be consulted in making recruitment	NA

Note:

- i) The Medical qualifications possessed by the candidates should have the recognition of the Medical Council of India.
- ii) Completion of compulsory Rotating Internship Certificate, [Registration Certificate, an official document showing name of College / Institution from where degree / diploma has been done and official document showing name of the institution from where experience has been gained are required].

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## **General Instructions and Information for Recruitment Directly/on Deputation for the Post of Senior Medical Officer**

1. Applicants must ensure that they possess all the requisite qualification and experience required for the post as laid down in the advertisement.
2. The applicants are responsible for authenticity of the information, documents and photographs they furnish. The candidature is liable to be cancelled if any false statement or any sort of suppression of facts is being found at any point of time.
3. Job description :
  - Eight hours rotational duty in three shifts.
  - He/ she should be able to provide emergency services as and when required.
  - In case of medical emergency he / she should be available on call basis.
  - He / she should provide cover for unexpected absence duty.
  - He / she should undertake whatever other task that may arise in order to contribute to departmental development
  - He/she should stay in the institute campus.
4. Mere possession of the prescribed qualification and experience does not ensure that the applicant would be called for screening test and / or presentation and / or interview.
5. The Institute reserves the right not to fill the post.
6. Age, qualification, experience will be counted on the last date of submission of application form.
7. Relaxation, if any, is admissible as per Central Government Rules.
8. Relaxation, if claimed, should have to be supported by proper documents/certificates.
9. Candidates employed in the Govt./Autonomous Bodies/PSUs need to apply through proper channel. An Advance Copy of the application need to be sent. Such candidates need to bring "No Objection Certificate" from their present employer at the time of interview.
10. Applicants should be physically fit and mentally sound.
11. Application format is available at the Institute website. Applicants must have to apply in the prescribed format only. No other format of application form will be entertained.
12. Additional sheets may be attached if space found to be insufficient.
13. Application forms must be supported with attested/self certificate copies of Degrees /Certificates /Documents, otherwise application may be rejected.
14. The Institute reserves the right to restrict the number of applicants for screening test and / or presentation and / or interview.
15. Filled in Application Form in the prescribed format alongwith online payment receipt of Rs. 500/- is to be sent to the following address :

*'Registrar, Indian Institute of Engineering Science and Technology, Shibpur, P.O.-Botanic Garden, Howrah-711103' within the last date as mentioned in the advertisement, superscribing 'Application for the Post of Senior Medical Officer' on the envelope.*



16. The applicants may also apply 'online', sending scanned copy of application along with the annexed documents including the receipt of fees to the Registrar, IEST, Shibpur at Email Id: [recruitment.nonfac@iests.ac.in](mailto:recruitment.nonfac@iests.ac.in)
17. All communications in regard to recruitment will be made by Email mentioning 'Recruitment for the post of Senior Medical Officer' in the subject of the e-mail. Candidates should check their e-mail including SPAM folder regularly.
18. The applicants should send the fees of Rs 500/- to the following Account of IEST, Shibpur

**Bank Name: UCO Bank**

**Branch Name: BESU Branch**

**Branch Account No.: 23690110091845**

**IFSC : UCBA0002369**

**(ZERO)**

**Bank MICR Code: 700028178**

**Branch Code: 2369**

**Swift Code: UCBAINBB001**

19. All original testimonials/documents are to be produced at the time of interview.
20. No TA/DA shall be paid for attending the interview.
21. Any correspondence, whatsoever, will lead to cancellation of the candidature. Canvassing in any manner would entail disqualification of candidature.
22. Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement and /or an application in response thereto can be instituted only in the Hon'ble High Court, Kolkata.
23. Applicants are requested to visit Institute website regularly for any corrigendum/addendum etc.
24. Applicant, if selected, should have to stay in the residential quarters within the campus, paying requisite licence fees.
25. The decision of the Authority will be final.
26. The selected doctor shall be required to visit the departments/offices/residential quarters inside the campus for examining patient in case of emergency.
27. The selected doctor may be required to attend any patient beyond normal duty hours.

#### **REQUIRMENT OF DOCUMENTS /CERTIFICATES/DEGREES**

1. Attested or Self attested copies of the Matriculation/10<sup>th</sup> Standard/Secondary/ Madhyamik or equivalent mark sheet and certificate, Higher Secondary/Class-XII or equivalent mark sheet and certificate Degree mark sheet and certificate and proof of age as per Central / State Board of Examinations are required to be attached with the duly filled in application including the online payment receipt of Rs. 500/- as mentioned above, in not paid online, failing which the application would be rejected.
2. Photo Identity Card (issued by the govt. agencies/last attended Institution/University)
3. The relevant category /cast certificate /OBC (NCL) updated issued by the competent authority, if required



Note:

- i. The Medical qualifications possessed by the candidates should have the recognition of the Medical Council of India.
- ii. Completion of compulsory Rotating internship Certificate, [Registration Certificate, an official document showing name of college/ institution from where degree/diploma has been done and official document showing name of the institution from where experience has been gained, are required.]

***Sd/-***  
***Registrar***



6. Present Employment :

Designation	
Organisation	
Date of Joining	
Pay Level	
Pay Band / basic Pay (Rs.)	
Total Emoluments (per month) (Rs.)	

7. Basic Pay expected (Rs.) :

8. (a) Tick-mark the appropriate box if you belong to reserved category (\*)

SC	<input type="checkbox"/>	ST	<input type="checkbox"/>	OBC (NCL)	<input type="checkbox"/>	EWS	<input type="checkbox"/>
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(b) Whether PWD

Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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\*(Please attach self certified copy of the certificates)

9. Total years of experience after attaining essential qualification

10. Areas of Specialisation


11. Academic Records starting with Secondary Education (Please attach copies of Certificates)

Examination	Subjects	College/University/ Institute	Year	Percentage / Grade	Class / Division



12. Employment :(Please attach self certifies copies of experience certificate)

Employer	Position Held	Date of Joining	Date of Leaving	Basic Pay with Grade Pay / Pay Level

13. Have you ever been discharged/suspended from any position? If Yes, state reasons :

14. Name and addresses of three Referees (at least one of them should be from your present organization who is familiar with your recent work)

	1	2	3
Name			
Occupation or position			
Address			
E- mail			
Mobile No.			

15. Statement of objectives (to be filled up in Candidate's own hand writing)

a) Please indicate as to why you wish to join Indian Institution of Engineering Science and Technology, Shibpur

b) How would you meet the job requirements as advertised

16. I hereby declare that I have carefully read and understood the instructions as attached to this uploaded Application Format, and that all entries in this form as well as attached sheets are true to the best of my knowledge and belief.

There are  sheets attached to this form.

Date:

Place:

**(Signature of Applicant)**

**Note: Use separate sheet if necessary for any of the above items.**

List of enclosure:

- 1.
- 2.
- 3.
- 4.
- 5.