



महामना पंडित मदन मोहन मालवीय कैंसर केंद्र एवं होमी भाभा कैंसर अस्पताल
MAHAMANA PANDIT MADAN MOHAN MALAVIYA CANCER CENTRE
& HOMI BHABHA CANCER HOSPITAL
(टाटा स्मारक केंद्र की इकाईयां / Units of TATA MEMORIAL CENTRE)
परमाणु ऊर्जा विभाग, भारत सरकार / DEPT. OF ATOMIC ENERGY, GOVT. OF INDIA
वाराणसी, उत्तर प्रदेश - २२१००५ / VARANASI, UTTAR PRADESH - 221005



मानव संसाधन विकास विभाग / HRD DEPARTMENT

ADVT. NO. OS/VAR/2023/022

DATE: 26.07.2023

WALK-IN-INTERVIEW

(between 9.00 am to 10.00 am)

ON CONTRACT THROUGH THIRD PARTY (OUTSOURCED)

at

VENUE: HOMI BHABHA CANCER HOSPITAL

OLD LOCO COLONY, LAHARTARA, VARANASI, UTTAR PRADESH-221002, PHONE NUMBER: 0542-2517699

Interested and eligible candidates may attend Walk-In-Interview for following posts on Contract Basis through Third Party. Candidates are required to carry bio-data, recent passport size photograph, original documents of PAN card, Aadhar card, experience certificates, educational certificates and one set of self-attested copies of all certificates on given dates for attending the recruitment process.

Walk-In-Interview On	Post	Essential Education and Experience *	Age limit as on Walk-In-Interview date	Consolidated Monthly Remuneration (in Rs.)	No. of Post(s)
Thursday, 03.08.2023	Clerk	Graduate from a recognized University with Computer Course of minimum 3 months duration in Microsoft Office. Candidates with Diploma or Degree in Computer or Information Technology are exempted from 3 months computer course. Candidates should have minimum 01 year clerical work experience.	27 years	Rs. 21,216/-	06
Thursday, 03.08.2023	Receptionist (only Female candidate)	Candidates must be graduates in any discipline from a reputed university/institution and they should possess good personality and communication skills with the capability of handling mails, phone calls, etc. Candidates should also possess working knowledge of computers. Candidates should have minimum 01 year of experience of working as receptionist/ front office assistant	30 years	Rs. 21,216/-	02
Friday, 04.08.2023	Assistant Accounts Officer	ICWAI / CA with 03 years' experience in the Accounts Department dealing with Billing, Salary, Budget, Cash & Bank, Balance Sheet etc. OR MBA (Finance), SAS or Equivalent Examination or Post Graduate in Commerce with 05 years' experience in the Accounts Department dealing with Billing, Salary, Budget, Cash & Bank, Balance Sheet etc.	35 years*	Rs. 25,000/- to 30,000/- *Age relaxation & Higher remuneration may be offered to deserving & meritorious candidate(s).	01
Friday, 04.08.2023	Assistant Purchase & Stores Officer	Graduation with Post Graduate Degree/Diploma in Material Management from a reputed Institution with 05 years' experience in purchase & stores department of import of chemicals, laboratory and hospital equipment, purchase of drugs, surgical items, kits, reagents, etc. S/he should be well versed with customs clearance formalities, Purchase Information Systems and modern methods of Material Management.	35 years*	Rs. 25,000/- to 30,000/- *Age relaxation & Higher remuneration may be offered to deserving & meritorious candidate(s).	01



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Friday, 04.08.2023	Assistant Administrative Officer	Graduate from a recognized University. Post Graduate Degree / Diploma in Personnel Management / Human Resource Management / Healthcare Management from a reputed Institution. Experience of 10 years in the department of H.R.D./ Administration / Personnel dealing with General Administration, Recruitment, Establishment matter etc. Candidates well versed with Government procedures will be preferred.	35 years*	Rs. 25,000/- to 30,000/- *Age relaxation & Higher remuneration may be offered to deserving & meritorious candidate(s).	03
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The appointment is initially for a period of six months and extendable, if required.

(PIYUSH TRIPATHI)
DY. ADMINISTRATIVE OFFICER (HRD)

Note: For recruitment related queries, the candidate may contact to Recruitment Cell, MPMCC, Varanasi over email ID recruitment@mpmcc.tmc.gov.in AND / OR Phone No. 0542-2517699 (Extn. 1106 / 1128)