

Job Vacancy Detail

Adv No. : TMC/AD/12/2024  
 Advertisement Name : TMC invites applications for Multiple MEDICAL & NON-MEDICAL POSTS from eligible candidates of Indian nationality, who are keen to pursue a career in TMC. Full time positions in various departments available in TMC  
 Start DateTime : 19/02/2024 To End DateTime : 08/03/2024

Available Job Posts

Sr No.	Post	Adv Type	Pay Flag	Is Online	Click Online availability
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Description

**TATA MEMORIAL CENTRE**  
**TATA MEMORIAL HOSPITAL, PAREL, MUMBAI**  
 AN AUTONOMOUS BODY UNDER THE DEPARTMENT OF ATOMIC ENERGY, GOVT. OF INDIA

Advt.No.TMC/AD/12/2024

19.02.2024

POSITIONS AVAILABLE

The Tata Memorial Centre (TMC) is a Comprehensive Cancer Centre with a mission to achieve the highest standards in patient care, cancer prevention, cancer research and professional development for oncology and allied disciplines. TMC is an autonomous body funded, controlled by the Department of Atomic Energy, Government of India. TMC is affiliated to Homi Bhabha National Institute (HBNI). The HBNI is a Deemed University of the Department of Atomic Energy with a mission to develop high quality postgraduate educational programs in science and technology including those related to Life and Health Sciences. TMC invites applications from eligible candidates of Indian nationality, who are keen to pursue a career in TMC. Full time positions in various departments available in TMC are listed below :

**1.) MEDICAL OFFICER 'E' (MEDICAL ONCOLOGY) (SOLID TUMOR) : (02-UR)**

Level	Level 12 [Pre-revised PB-3, Rs.15600-39100 + 7600 GP]
Level of Pay in Pay Matrix	Rs.78,800/- Level 12, Cell 1 + Allowances applicable
Age :Upper Age limit as on : <b>08.03.2024</b>	45 yrs
Qualification & Experience :	D.M. / D.N.B. (Medical Oncology) or equivalent postgraduate degree recognized by National Medical Commission. <b>OR</b> M.D. / D.N.B. (Medicine) or equivalent postgraduate degree recognized by National Medical Commission with 3 Years' post M.D./ D.N.B. experience in Solid Tumor Medical Oncology in a Teaching Hospital. <b>Candidates with less than 3 years' experience after post graduation will be considered for lower grade, if there are no suitably experienced candidates.</b>
LOCATION	Tata Memorial Hospital, Parel, Mumbai

**2.) MEDICAL OFFICER 'E' (MEDICAL ONCOLOGY) (ADULT HAEMATOLYMPHOID) : (01-UR)**

Level	Level 12 [Pre-revised PB-3, Rs.15600-39100 + 7600 GP]
Level of Pay in Pay Matrix	Rs.78,800/- Level 12, Cell 1 + Allowances applicable
Age :Upper Age limit as on : <b>08.03.2024</b>	45 yrs.
Qualification & Experience :	D.M. / D.N.B. (Medical Oncology / Haematology) or equivalent postgraduate degree recognized by National Medical Commission <b>OR</b> M.D. / D.N.B. (Medicine) or equivalent postgraduate degree recognized by National Medical Commission with 3 Years' post M.D./ D.N.B. experience in Medical Oncology or Clinical Haematology in a Teaching Hospital. <b>Candidates with less than 3 years' experience after post graduation will be considered for lower grade, if there are no suitably experienced candidates.</b>
LOCATION	Homi Bhabha Cancer Hospital & Research Centre, Vizag

**3.) MEDICAL OFFICER 'E' (MEDICAL ONCOLOGY) : (01-UR HBCHRC, Vizag/ 01- UR BBCI, Guwahati)**

Level	Level 12 [Pre-revised PB-3, Rs.15600-39100 + 7600 GP]
Level of Pay	Rs. 78800/- Level 12, Cell 1+ Allowance applicable
Age :Upper Age limit as on : <b>08.03.2024</b>	45 years
Qualification & Experience :	D.M. / D.N.B. (Medical Oncology) or equivalent postgraduate degree recognized by National Medical Commission <b>OR</b> M.D. / D.N.B. (Medicine) or equivalent postgraduate degree recognized by National Medical Commission with 3 Years' post M.D./ D.N.B.(Medicine) experience in Medical Oncology in a Teaching Hospital. <b>Candidates with less than 3 years' experience after post graduation will be considered for lower grade, if there are no suitably experienced candidates.</b>
LOCATION	1.)Homi Bhabha Cancer Hospital & Research Centre, Vizag 2.) Dr.B.Borooah Cancer Instittue, Guawahati(BBCI)

**4.) MEDICAL OFFICER 'E' (THORACIC ONCOLOGY) : (01-UR)**

Level	Level 12 [Pre-revised PB-3, Rs.15600-39100 + 7600 GP]
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Level of Pay	Rs. 78800/- Level 12, Cell 1+ Allowance applicable
Age :Upper Age limit as on : <b>08.03.2024</b>	45 years
Qualification & Experience :	M.Ch (Surgical Oncology) / D.N.B. (Thoracic Surgery) or equivalent postgraduate degree recognised by National Medical Commission with 1 year experience in Thoracic Oncology either during M.Ch training or Post M.Ch. <b>OR</b> M.S. / D.N.B. (General Surgery) or equivalent postgraduate degree recognized by National Medical Commission with minimum 3 years' experience in Surgical Oncology in a recognized institution after post-graduation. <b>Candidates with less than 3 years' experience after post graduation will be considered for lower grade, if there are no suitably experienced candidates.</b>
<b>LOCATION</b>	<b>Tata Memorial Hospital, Parel, Mumbai</b>

**5.) MEDICAL OFFICER 'E' (SURGICAL ONCOLOGY) : (01-UR)**

Level	Level 12 [Pre-revised PB-3, Rs.15600-39100 + 7600 GP]
Level of Pay in Pay Matrix	Rs.78,800/- Level 12, Cell 1 + Allowances applicable
Age :Upper Age limit as on : <b>08.03.2024</b>	45 yrs.
Qualification & Experience :	M.Ch. / D.N.B. (Surgical Oncology) or equivalent post graduate degree recognized by National Medical Commission Minimum 1 year experience in Surgical Oncology either during M.Ch training or Post M.Ch. <b>OR</b> M.S. / D.N.B. (General Surgery) or equivalent postgraduate degree recognized by National Medical Commission 3 years' post M.S. / D.N.B. experience in Surgical Oncology. <b>Candidates with less than 3 years' experience after post graduation will be considered for lower grade, if there are no suitably experienced candidates.</b>
<b>LOCATION</b>	<b>Homi Bhabha Cancer Hospital &amp; Research Centre, Vizag</b>

**6.) MEDICAL OFFICER 'E' (HEAD & NECK ONCOLOGY): (01-UR TMH, Mumbai/ 02-UR HBCHRC, Punjab)**

Level	Level 12 [Pre-revised PB-3, Rs.15600-39100 + 7600 GP]
Level of Pay in Pay Matrix	Rs.78,800/- Level 12, Cell 1 + Allowances applicable
Age :Upper Age limit as on : <b>08.03.2024</b>	45 yrs.
Qualification & Experience :	M.Ch. / D.N.B.(Head & Neck Oncology/ Surgical Oncology) or Equivalent postgraduate degree recognized by National Medical Commission with minimum 1 year experience in Head & Neck Surgery either during M.Ch training or Post M.Ch. <b>OR</b> M.S. / D.N.B.(General Surgery) or M.S. / D.N.B. (ENT) or equivalent post graduate degree recognized by National Medical Commission with 3 years' experience in Surgical / Head & Neck Oncology in a teaching hospital after the postgraduate degree. <b>Candidates with less than 3 years' experience after post graduation will be considered for lower grade, if there are no suitably experienced candidates.</b>
<b>LOCATION</b>	<b>1.) Tata Memorial Hospital, Parel, Mumbai 2.) Homi Bhabha Cancer Hospital &amp; Research Centre, Mullanpur, Punjab</b>

**7.) MEDICAL OFFICER 'E' (RADIATION ONCOLOGY) : (02-UR TMH, Mumbai/ 01- UR BBCI, Guwahati)**

_Level	Level 12 [Pre-revised PB-3, Rs.15600-39100 + 7600 GP]
Level of Pay	Rs. 78800/- Level 12, Cell 1+ Allowance applicable
Age :Upper Age limit as on : <b>08.03.2024</b>	45 years
Qualification & Experience :	M.D. / D.N.B. (Radiation Oncology/Radiotherapy) or equivalent postgraduate degree recognised by National Medical Commission with 3 years' post M.D./ D.N.B. experience in Radiation Oncology in a teaching hospital or cancer centre. Candidates with less than 3 years' experience after post graduation will be considered for lower grade, if there are no suitably experienced candidates. Adequate experience in Brachytherapy techniques, advanced 3D conformal treatment planning techniques and IMRT are desirable for this position.
<b>LOCATION</b>	<b>1.)Tata Memorial Hospital, Parel, Mumbai 2.) Dr.B.Boroah Cancer Instittue, Guwahati(BBCI)</b>

**8.) MEDICAL OFFICER 'G', RADIO DIAGNOSIS : (01-UR)**

Level	Level 13A [Pre-revised PB-4, Rs.37400-67000 + 8900 GP]
Level of Pay	Rs. 131100/- Level 13A, Cell 1+ Allowance applicable
Age :Upper Age limit as on : <b>08.03.2024</b>	55 years
Qualification & Experience :	M.D. / D.N.B. (Radiology / Radio-diagnosis) or equivalent postgraduate degree recognized by National Medical Commission with 13 years' post M.D./ D.N.B. experience in

	Radiodiagnosis in a teaching hospital.
LOCATION	Dr.B.Borooh Cancer Institute, Guwahati(BBCI)

**9.) MEDICAL OFFICER 'E' (RADIO-DIAGNOSIS) : (01-UR HBCHRC, Vizag/ 01- UR BBCI, Guwahati)**

Level	Level 12 [Pre-revised PB-3, Rs.15600-39100 + 7600 GP]
Level of Pay in Pay Matrix	Rs.78,800/- Level 12, Cell 1 + Allowances applicable
Age :Upper Age limit as on : <b>08.03.2024</b>	45 yrs.
Qualification & Experience :	M.D. / D.N.B. (Radiology / Radio-diagnosis) or equivalent postgraduate degree recognized by National Medical Commission with 3 years' post M.D./ D.N.B. experience in Radiodiagnosis in a teaching hospital. <b>Candidates with less than 3 years' experience after post graduation will be considered for lower grade, if there are no suitably experienced candidates.</b>
LOCATION	1.)Homi Bhabha Cancer Hospital & Research Centre, Vizag 2.) Dr. B. Borooh Cancer Institute, Guwahati(BBCI)

**10.) MEDICAL OFFICER 'E' (TRANSFUSION MEDICINE): (01- UR)**

Level	Level 12 [Pre-revised PB-3, Rs.15600-39100 + 7600 GP]
Level of Pay	Rs.78,800/- Level 12, Cell 1 + Allowances applicable
Age :Upper Age limit as on : <b>08.03.2024</b>	45 yrs.
Qualification & Experience :	MD / D.N.B. (Transfusion Medicine) / MD / D.N.B. (Immunoematology and Transfusion Medicine)/ MD (Immunoematology and Blood Transfusion) or equivalent post graduate recognised by National Medical Commission with minimum 3 years' experience in Transfusion Medicine/ Blood Centre after post graduation. <b>Candidates with less than 3 years' experience after post graduation will be considered for lower grade, if there are no suitably experienced candidates.</b>
LOCATION	Dr.B.Borooh Cancer Institute, Guwahati(BBCI)

**11.) MEDICAL OFFICER 'E' (NUCLEAR MEDICINE) :  
(01-UR HBCHRC, Vizag/ 01-UR HBCHRC, Punjab/ 01- UR BBCI, Guwahati)**

Level	Level 12 [Pre-revised PB-3, Rs.15600-39100 + 7600 GP]
Level of Pay in Pay Matrix	Rs.78,800/- Level 12, Cell 1 + Allowances applicable
Age :Upper Age limit as on : <b>08.03.2024</b>	45 yrs.
Qualification & Experience :	M.D. / D.N.B. (Nuclear Medicine) or equivalent degree in Nuclear Medicine recognized by National Medical Commission with 3 Years' post M.D. / D.N.B. experience in Nuclear Medicine in a Teaching Hospital. <b>Candidates with less than 3 years' experience after post graduation will be considered for lower grade, if there are no suitably experienced candidates.</b>
LOCATION	1.) Homi Bhabha Cancer Hospital & Research Centre, Vizag 2.) Homi Bhabha Cancer Hospital & Research Centre, Mullanpur, Punjab 3.) Dr. Bhubaneswar Borooh Cancer Institute, Guwahati

**12.) MEDICAL OFFICER 'E' (PLASTIC SURGERY): (01-UR)**

Level	Level 12 [Pre-revised PB-3, Rs.15600-39100 + 7600 GP]
Level of Pay	Rs.78,800/- Level 12, Cell 1 + Allowances applicable
Age :Upper Age limit as on : <b>08.03.2024</b>	45 yrs.
Qualification & Experience :	M.Ch. / D.N.B. (Plastic Surgery) or equivalent postgraduate degree recognized by National Medical Commission with Minimum 1 year experience in Onco-reconstruction and Microvascular Surgery either during M.Ch training or Post M.Ch.
LOCATION	Dr.B.Borooh Cancer Institute, Guwahati (BBCI)

**13.) MEDICAL OFFICER 'E', GASTROENTEROLOGY : (01-UR)**

Level	Level 12 [Pre-revised PB-3, Rs.15600-39100 + 7600 GP]
Level of Pay	Rs.78,800/- Level 12, Cell 1 + Allowances applicable
Age :Upper Age limit as on : <b>08.03.2024</b>	45 yrs.
Qualification & Experience :	D.M. / D.N.B.(Gastroenterology) recognized by National Medical Commission with experience in Medical Gastroenterology Department.
LOCATION	Homi Bhabha Cancer Hospital & Research Centre, Vizag.

**14.) MEDICAL PHYSICIST 'C' : (01- SC)**

Level	Level 10 [Pre-revised PB-3, Rs.15600-39100 + 5400 GP]
Level of Pay	Rs.56,100/- Level 10, Cell 1 + Allowances applicable
Age :Upper Age limit as on : <b>08.03.2024</b>	35 yrs.

Qualification & Experience :	M.Sc. (Physics) and Diploma in Radiological Physics or Equivalent AERB approved Qualification/ Certification of Radiological Safety Officer from AERB with 1 year clinical experience as Medical Physicist with state of art technology. Computer programming skills in C++, MATLAB, Python etc. is desirable.
LOCATION	Dr.B.Borooh Cancer Instittue, Guawahati(BBCI)

#### 15.) SCIENTIFIC OFFICER 'SB' (BIOMEDICAL): (01- OBC)

Level	Level 8 [Pre-revised PB-2, Rs.9300-34800 + 4800 GP]
Level of Pay in Pay Matrix	Rs.47,600/- Level 8, Cell 1 + Allowances applicable
Age :Upper Age limit as on : 08.03.2024	35 yrs.
Qualification & Experience :	B.E. / B.Tech (Biomedical) with 3 years experience out of which 1 year in hospital setup..
LOCATION	Tata Memorial Hospital, Parel, Mumbai.

#### 16.) SCIENTIFIC OFFICER 'SB' (PATHOLOGY) : (01-EWS)

Level	Level 8 [Pre-revised PB-2, Rs.9300-34800 + 4800 GP]
Level of Pay in Pay Matrix	Rs.47,600/- Level 8, Cell 1 + Allowances applicable
Age :Upper Age limit as on : 08.03.2024	35 yrs.
Qualification & Experience :	M.Sc.(Botany/ Zoology/ Biochemistry/ Applied Biology/ Life Sciences/ Biotechnology/ Microbiology) OR M.Tech (Biotechnology/ Life Sciences) with minimum 60% marks and with a Diploma in Medical Laboratory Technology from a recognized institute and at least 1 year experience in a Histopathology, Immunohistochemistry and/or Molecular Pathology diagnostic laboratory of a large hospital/ diagnostic centre. Candidates with proficiency in English language, Computer Skills and who are well conversant with Quality Assurance, Accreditation related process will be given preference.
LOCATION	Tata Memorial Hospital, Parel, Mumbai

#### 17.) SCIENTIFIC OFFICER 'C', HEMATOPATHOLOGY : (01-SC)

Level	Level 10 [Pre-revised PB-3, Rs.15600-39100 + 5400 GP]
Level of Pay	Rs.56,100/- Level 10, Cell 1 + Allowances applicable
Age :Upper Age limit as on : 08.03.2024	35 yrs.
Qualification & Experience :	Post Graduate Degree in Biological Sciences including Biotechnology or equivalent with one year hands on documented training experience after post graduation relevant to the post advertised.
LOCATION	Homi Bhabha Cancer Hospital & Research Centre, Vizag.

#### 18.) SCIENTIFIC ASSISTANT 'C' (NUCLEAR MEDICNE) : (01-SC)

Level	Level 7 [Pre-revised PB-2, Rs.9300-34800 + 4600 GP]
Level of Pay in Pay Matrix	Rs.44,900/- Level 7, Cell 1 + Allowances applicable
Age :Upper Age limit as on : 08.03.2024	35 years.
Qualification & Experience :	B.Sc (Physics/ Chemistry/ Biology/ Nuclear Medicine or equivalent ) with PGDFIT/ DMRIT and RSO Level-II (Nuclear Medicine) examination conducted by RPAD/ AERB with minimum 01 year experience post qualification is required in the relevant field. <b>OR</b> B.Sc (Nuclear Medicine Technology + PGDNMT (4 years integrated program) and RSO Level-II (Nuclear Medicine) examination conducted by RPAD/ AERB with minimum 01 year experience post qualification is required in the relevant field. <b>OR</b> B.Sc (Nuclear Medicine Technology( ( 3 years program) and RSO Level-II (Nuclear Medicine)) examination conducted by RPAD/ AERB with minimum 03 years experience post qualification is required in the relevant field. <b>OR</b> M.Sc (Nuclear Medicine Technology) or equivalent course in nuclear medicine technology and RSO Level-II (Nuclear Medicine) examination conducted by RPAD/ AERB.
LOCATION	Homi Bhabha Cancer Hospital & Research Centre, Vizag.

#### 19.) SCIENTIFIC ASSISTANT 'B' (RADIODIAGNOSIS) : (01-SC)

Level	Level 6 [Pre-revised PB-2, Rs.9300-34800 + 4200 GP]
Level of Pay in Pay Matrix	Rs.35,400/- Level 6, Cell 1 + Allowances applicable
Age :Upper Age limit as on : 08.03.2024	30 yrs.
Qualification & Experience :	B.Sc. (Radiological Imaging Technology) from a recognized University with 50% marks <b>OR</b> B.Sc. in any subject / B. Pharmacy with 50% marks and minimum two years' Diploma in Medical Imaging Technology from State Board of

	Technical Education or any equivalent recognized Board / University Minimum 01 year Internship / experience from a large hospital with experience in CT and MRI is essential.
<b>LOCATION</b>	<b>Homi Bhabha Cancer Hospital &amp; Research Centre, Vizag</b>

**20.) ASSISTANT MEDICAL SOCIAL WORKER : (01-EWS)**

Level	Level 6 [Pre-revised PB-2, Rs.9300-34800 + 4200 GP]
Level of Pay in Pay Matrix	Rs.35,400/- Level 6, Cell 1 + Allowances applicable
Age :Upper Age limit as on : <b>08.03.2024</b>	30 yrs.
Qualification & Experience :	Post Graduate Degree in Social Sciences (MSW) from a recognized University with minimum one year experience after MSW preferably in the field of Medical Social work.
<b>LOCATION</b>	<b>Tata Memorial Hospital, Parel, Mumbai</b>

**21.) TECHNICIAN 'C' (ICU/OT) : (01- OBC TMH, MUMBAI / 01- EWS HCBHRC,VIZAG)**

Level	Level 4 [Pre-revised PB-1, Rs.5200-20200 + 2400 GP]
Level of Pay in Pay Matrix	Rs.25,500/- Level 4, Cell 1 + Allowances applicable
Age :Upper Age limit as on : <b>08.03.2024</b>	30 yrs
Qualification & Experience :	12 <sup>th</sup> Std. in Science and Diploma of one year / 6 months in ICU/ OT/ Electronics/ Dialysis Technician from a recognized institute with 3 years experience in relevant field.
<b>LOCATION</b>	<b>1.)Tata Memorial Hospital, Parel, Mumbai. 2.)Homi Bhabha Cancer Hospital &amp; Research Centre, Vizag</b>

**22.) TECHNICIAN 'C' (ENDOSCOPY) : (01-UR)**

Level	Level 4 [Pre-revised PB-1, Rs.5200-20200 + 2400 GP]
Level of Pay in Pay Matrix	Rs.25,500/- Level 4, Cell 1 + Allowances applicable
Age :Upper Age limit as on : <b>08.03.2024</b>	30 years
Qualification & Experience :	12 <sup>th</sup> Std. in Science and Diploma of one year / 6 months in Endoscopy Techniques from Government recognized institution with 3 years experience in Gastroenterology Department of a large hospital.
<b>LOCATION</b>	<b>Tata Memorial Hospital, Parel, Mumbai.</b>

**23.) TECHNICIAN 'A' (C.S.S.D.) : (01- OBC)**

Level	Level 2 [Pre-revised PB-1, Rs.5200-20200 + 1900 GP]
Level of Pay in Pay Matrix	Rs.19,900/- Level 2, Cell 1 + Allowances applicable
Age :Upper Age limit as on : <b>08.03.2024</b>	27 yrs.
Qualification & Experience :	12th Std. in Science and Diploma of one year / 6 months in C.S.S.D. from a recognized institution with 1 year experience in C.S.S.Dept. of a large hospital.
<b>LOCATION</b>	<b>Dr.B.Borooh Cancer Instittue, Guwahati(BBCI)</b>

**24.) ASSISTANT ACCOUNTS OFFICER: (01-OBC)**

Level	Level 7 (Pre-Revised PB-2, Rs.9300-34800, Grade Pay Rs.4600)
Level of Pay in Pay Matrix	Rs. 44,900/- Level 7, Cell 1 + Allowance applicable
Age :Upper Age limit as on : <b>08.03.2024</b>	40 Years
Qualification & Experience :	<p><b>A)Graduate from a recognized University. Degree or Diploma in Financial Management from a reputed Institution.</b></p> <p>Experience in the Accounts Department dealing with Billing, Salary, Budget, Cash &amp; Bank, Balance Sheet etc. Candidates well versed with Government procedures will be preferred.</p> <p><b>(ai) Candidates working in the Government / Autonomous Body / PSUs :</b> should have 08 years of experience and must be in Pay Matrix Level – 5 (GP 2800) and above.</p> <p><b>(aii) Candidate working in private sector:</b> should have 08 years of experience. Candidate should be drawing current gross salary equivalent to Rs.73,700/- per month.</p> <p style="text-align: center;"><b>OR</b></p> <p><b>B) Professional qualification of Chartered Accountant or ICWA</b></p> <p><b>(bi) 3 years' experience post CA / ICWA.</b></p> <p style="text-align: center;"><b>OR</b></p> <p><b>(bii) 5 years' total experience pre or post CA / ICWA.</b></p>

**25.) ACCOUNTS OFFICER II : (01-UR)**

Level	Level 8 [Pre-revised PB-2, Rs.9300-34800 + 4800 GP]
Level of Pay in Pay Matrix	Rs.47,600/- Level 8, Cell 1 + Allowances applicable
Age :Upper Age limit as on : <b>08.03.2024</b>	40 years.
Qualification & Experience :	Professional qualification of Chartered Accountant or ICWA with 5 years experience post CA/ ICWA or 7 years total experience pre or post CA/ ICWA
LOCATION	<b>Homi Bhabha Cancer Hospital &amp; Research Centre, Mullanpur, Punjab</b>

**26.) ASSISTANT ADMINISTRATIVE OFFICER: (01-SC)**

Level	Level 7 (Pre-Revised PB-2, Rs.9300-34800, Grade Pay Rs.4600)
Level of Pay in Pay Matrix	Rs. 44,900/- Level 7, Cell 1 + Allowance applicable
Age :Upper Age limit as on : <b>08.03.2024</b>	40 Years
Qualification & Experience :	Graduate from a recognized University. Degree or Diploma in Personnel Management / Human Resource Management / Healthcare Management from a reputed Institution. Experience in Administration / Establishment matters / Recruitment etc. Candidates well versed with Government procedures will be preferred. <b>Candidates working in the Government / Autonomous Body / PSUs</b> : should have 08 years of experience and must be in Pay Matrix Level – 5 (GP 2800) and above. <b>Candidate working in private sector</b> : should have 08 years of experience. Candidate should be drawing current gross salary of Rs.73,700/- per month.
LOCATION	<b>Homi Bhabha Cancer Hospital &amp; Research Centre, Mullanpur, Punjab.</b>

**27.) FEMALE WARDEN : (01-UR)**

Level	Level 6 [Pre-revised PB-2, Rs.9300-34800 + 4200 GP]
Level of Pay in Pay Matrix	Rs.35,400/- Level 6, Cell 1 + Allowances applicable
Age :Upper Age limit as on : <b>08.03.2024</b>	35 yrs. to 45 yrs.
Qualification & Experience :	Graduate in any field with 7 Years experience in housekeeping or as a warden in charge of a big hostel (preferable a ladies hostel) Nursing qualification or a Diploma in Catering / House Keeping is desirable.
LOCATION	<b>Tata Memorial Hospital, Parel, Mumbai.</b>

**28.) PUBLIC RELATIONS OFFICER : (01-UR)**

Level	Level 9 [Pre-revised PB-2, Rs.9300-34800 + 5400 GP]
Level of Pay	Rs.53,100/- Level 9, Cell 1 + Allowances applicable
Age :Upper Age limit as on : <b>08.03.2024</b>	50 yrs.
Qualification & Experience :	Master's degree in Public Relations or Journalism or Mass Communication of a recognized university. The candidates should have experience in public relations involving report writing, interaction with Media, event management, liaison with agencies etc. <b>Candidates working in Government Organization / Public Sector Undertakings / Autonomous Bodies:</b> Candidate must be in Pay Matrix Level-8 (Pre-revised Grade Pay Rs.4800) OR Candidate at Pay Matrix Level-7 (Pre-revised Grade Pay Rs.4600) with 5 years' experience. <b>Candidate working in Private Sector</b> : should have 12 years' experience, out of which 2 years' must be managerial

	experience. Candidate should be drawing current gross salary of Rs.97,300/- per month. Candidates well versed with Government procedures will be preferred.
<b>LOCATION</b>	<b>Homi Bhabha Cancer Hospital &amp; Research Centre, Vizag.</b>

## 29.) COOK - 'A' : (01-OBC)

Level	Level 2 (Pre-Revised PB-1, Rs.5200-20200, Grade Pay Rs.1900)
Level of Pay in Pay Matrix	Rs. 19,900/- Level 2, Cell 1 + Allowance applicable
Age :Upper Age limit as on : <b>08.03.2024</b>	27 years
Qualification & Experience :	10 <sup>th</sup> Std. plus compulsory certified craft course in Food Production, Bakery or Cookery. Minimum 2 years experience / Apprenticeship in 3 or 5 Star Hotel in Food Production Department.
<b>LOCATION</b>	<b>Tata Memorial Hospital, Parel, Mumbai.</b>

### GENERAL CONDITIONS :

- For posts at Sr.No. 1 to 13 (Medical posts), the Academic designation such as Professor/ Assistant Professor/ Associate Professor etc. will be given after joining as per the National Medical Commission norms.
  - India Citizens, Overseas Citizens of India (OCI) card holders and foreign nationals who fulfill the conditions of qualifications, experience etc. are eligible to apply. The appointment will be subject to necessary clearance/ approval as applicable.
  - Candidates will be eligible for incentives based on individual and institutional performance.**
  - (a) Last date for online application is **08.03.2024** upto 05.30 p.m. (Indian Standard Time).
- (b) Candidates must send in their candidature through “Online Application” only. Candidates will have to upload required documents mentioned in the form at the time of filling the Online Application.
- (c) Candidates will be initially screened and called for Interview / Written Examination / Skill Test on the basis of information provided by them in the online application form.
- (d) **Incomplete & Online non-submitted applications will be summarily rejected.**
- (e) Candidates who would be called for Interview / Written Examination / Skill Test are required to carry original documents alongwith one set of copy in support of the details furnished in the online application form regarding date of birth, qualifications, experience, caste, disability certificate etc., failing which such applicants will not be allowed to appear for Interview / Written Examination / Skill Test.
- Date of Birth** : Birth Certificate / School leaving certificate / S.S.C passing certificate.
  - Educational Qualification** : Mark sheet & Passing Certificate of final examination.
  - Experience Certificates** :
    - Past Employment : Experience certificate indicating the date of joining and relieving.
    - Current Employment : Appointment letter , Last Pay Slip, Identity Card, NOC.
  - Caste Certificate** : Valid Caste Certificate (in the format of Government of India), Caste Validity Certificate in case of ST, Non Creamy Layer Certificate in case of OBC candidates is mandatory. **Formats are uploaded on TMC website.**
  - Economically Weaker section (EWS)** :Valid income certificate (in format of Government of India) is mandatory.
  - Persons with Disability** : Physical Disability Certificate
  - PwBD** : Autism, Intellectual Disability, Specific Learning Disability & Mental illness with disability i.e. Specific Learning Disability (SLD)\_\_\_\_\_
- (f) **Through Proper Chanel** : Persons working under Central / State Government / Autonomous Body / Semi Government Organisations and other Public Sector Undertakings must obtain the permission from their Head of the Organisation to apply for the post & to produce the same at the time of Written Examination / Skill test / Interview, failing which they shall not be allowed to appear for Interview / Written Examination / Skill Test.
- (g) **Referees** : Three Referees listed by the candidate should have been associated with the training or supervision of the candidates work.
- (h) Tata Memorial Centre reserves the right to fix minimum eligibility standard / bench mark and restrict no. of candidates called for Written examination / Interview / Skill test taking into account various factors like no. of vacancies, percentage of marks in Graduate / Post Graduate Degrees etc. Tata Memorial Centre also reserves the right to fix minimum eligibility standard / cut-off marks (Group / Stream / Discipline / Category-wise etc.) while finalizing such candidates to be called for Written test / Interview / Skill test as well as selecting the candidates for final selection after Written test / Interview / Skill test. The decision of the Director, Tata Memorial Centre in this regard shall be final and binding and no correspondence in this regard will be entertained with the candidates.
- Tata Memorial Centre reserves the right to restrict the number of candidates called for the Written Examination / Interview / Skill test to a reasonable limit, on the basis of qualifications and experience of the applicants. Mere fulfilling the prescribed qualifications will not entitle an applicant to be called for Written test / Interview / Skill test.
  - In case it is found at any stage of recruitment that the candidate does not fulfill the eligibility criteria and / or, the candidate has furnished any incorrect / false / incomplete information or has suppressed any material fact (s), his / her candidature will be cancelled. If any shortcoming is detected, even after appointment, the services of the candidate are liable to be terminated forthwith. Therefore, before applying for any post, the candidate should ensure that he / she fulfills all the eligibility criteria under the norms mentioned in the advertisement.
  - Tata Memorial Centre also reserves the right not to call any candidates to appear for Written examination / Interview / Skill test without assigning any reason there of.
  - Canvassing in any form will disqualify the candidature.
- Age & experience will be reckoned as on **08.03.2024**. **Experience will be reckoned post required qualifications.**
  - Reservation of posts under various categories shall be applicable as per Govt. Rules.
  - For Inquiry : Candidates may email to [hrdrecruitment@tmc.gov.in](mailto:hrdrecruitment@tmc.gov.in) . No phone calls will be entertained
  - Age Relaxation** :
    - Upper age is relaxable for persons belonging to Reserved Categories such as SC/ST/OBC/PWD/Ex-servicemen & Other categories as per the instructions of Govt. of India as under:

05 Years	: SC /ST
03 Years	: OBC
10 Years	: PWD [additional 5 years in case of SC/ST & 3 years in case of OBC]

Ex-servicemen : length of service in Armed forces plus 3 years (additional relaxation in case of SC/ST/OBC as per the instructions of Govt. of India)
    - If the post is only for unreserved category, age relaxation will not be applicable to reserved candidates.
    - Age relaxation maximum by 5 years for TMC employees and employees working in TMC on temporary basis / under project / on contract basis, etc.
  - Application Fee** :
    - Candidate shall pay the application fee of Rs.300/- online using Debit Card / Credit Card.
    - SC / ST / Female Candidates / Persons with Disabilities / Ex-servicemen (1<sup>st</sup> time applying for civil post after serving any rank) are exempted from paying application fees.**
    - The application fee paid will not be refunded under any circumstances.**
  - Candidates may be offered a lower grade than what is advertised based on their working experience, research track record and overall assessment at the time of Interview and recommendation of the Selection Committee.**

**11. Benefits :**

(a) **Allowances** : In addition to pay, other allowances including DA, HRA, TA etc. will be admissible as per the prevailing rules of TMC.

(b) **Training & Development** : All officers will be eligible for institutional financial support for active participation in National and International Medical Meetings, Workshops and Conferences after their probation is closed.

(c) **Medical Facility** : Will be admissible as per the prevailing rules of TMC.

(d) **Accommodation** : Residential accommodation will be provided subject to availability.

(e) **Retirement Benefits** : All are eligible for retirement benefits and pension under the New Pension Scheme.

12. Candidates appointed will be rotated in any Units of TMC (Tata Memorial Hospital, Mumbai, ACTREC, Navi Mumbai, Homi Bhabha Cancer Hospital, Sangrur, Homi Bhabha Cancer Hospital & Research Centre, Mullanpur, Homi Bhabha Cancer Hospital & Research Centre, Vizag, Mahamana Pt. Madan Mohan Malaviya Cancer Centre (BHU), Varanasi, Homi Bhabha Cancer Hospital, Varanasi, BBCL, Guwahati) on the needs of the Units concerned as and when necessary.

13. **Transfer** : Selected candidates shall have to serve the respective location for minimum of 5 years before any request for transfer to other units of TMC. However, TMC management reserves the right to transfer any of the staff member.

14. The TMC also may exercise the option to offer appointments on "Contract Basis" for a fixed term on a consolidated remuneration.

15. **Non Receipt of Application** : Tata Memorial Centre does not take any responsibility for non receipt of application through Online.

16. **Legal jurisdiction for any dispute will be at Mumbai.**

(BENNY GEORGE)  
CHIEF ADMINISTRATIVE OFFICER (HRD)