

Job Vacancy Detail

Adv No. : TMC/AD/76/2024
 Advertisement Name : TMC invites applications from eligible candidates for NON-MEDICAL POSTS of Indian nationality, who are keen to pursue a career in TMC.
 Start DateTime : 03/09/2024 To End DateTime : 20/09/2024

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/76/2024

02.09.2024

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 :

01.) SCIENTIFIC OFFICER 'SB' (PATHOLOGY) : (01-EWS/ 01-SC)

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 : 20.09.2024	35 yrs.
Qualification & Experience :	<p>Educational Qualifications: 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.</p> <p>Essential Experience: At least 1 year experience in a Histopathology, Immunohistochemistry and/or Molecular Pathology diagnostic laboratory of a large hospital/ diagnostic centre.</p> <p>Desirable Experience: Candidates with proficiency in English language, Computer Skills and who are well conversant with Quality Assurance, Laboratory Accreditation related process will be given preference.</p>
LOCATION	Tata Memorial Hospital, Parel, Mumbai

02.) SCIENTIFIC ASSISTANT 'B' (INFORMATION TECHNOLOGY- PROGRAMMER) : (01-JR/ 01-OBC)

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 : 20.09.2024	30 years.
Qualification & Experience :	<p>Educational Qualifications: B.E (I.T./ Computer Science) or B.Sc. (I.T./ Computer Science) or B.C.A. or any equivalent qualification from a recognized university.</p> <p>Essential Experience: Minimum 2 years of professional programming experience in .Net technology and working knowledge of SQL, Crystal Report & RDBMS and Web technology. Knowledge of C#, .Net and MVC is essential.</p> <p>Desirable Experience: Past experience of working in healthcare industry especially HIS, Inventory Management Modules, FMS will be preferable. Candidates should be able to work independently on new development, testing, roll-out and maintenance. Mobile application development will be advantageous. Knowledge of Java, Java Script, PHP is preferable.</p>
LOCATION	Tata Memorial Hospital, Parel, Mumbai

03.) SCIENTIFIC ASSISTANT 'B' (RADIATION ONCOLOGY) : (01-OBC)

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 : 20.09.2024	30 yrs.
Qualification & Experience :	<p>Educational Qualifications: B.Sc.(Physics) with minimum 50% marks and Post Graduate Diploma in Radiotherapy Technology from recognized institute / university approved by AERB OR B.Sc (Radiotherapy Technology) – 3/4 years course from a recognized institute / university approved by AERB</p> <p>Essential Experience: For B.Sc.(Physics) and PG Diploma in Radiotherapy Technology : Minimum 01 year experience in modern Radiotherapy Technology For B.Sc (Radiotherapy Technology) : 3 years' experience in modern Radiotherapy Technology.</p>
LOCATION	Tata Memorial Hospital, Parel, Mumbai

04.) SCIENTIFIC ASSISTANT 'B' (TRANSFUSION MEDICINE): (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 : 20.09.2024	430 yrs.
Qualification & Experience :	Educational Qualifications: B.Sc. (Biochemistry / Chemistry / Botany / Zoology / Microbiology) with minimum 50% marks and Degree / Diploma in Medical Laboratory Technology (DM.L.T.) or Blood Bank Technology from a University recognized by Central/State Government OR B.Sc (MLT) with 50% marks. Essential Experience: For B.Sc. (Biochemistry / Chemistry / Botany / Zoology / Microbiology) and DMLT / Diploma in Blood Bank Technology : 1 year experience in a FDA licensed Blood Bank For B.Sc (Medical Laboratory Technology) : 2 years experience in a FDA licensed Blood Bank.
LOCATION	Tata Memorial Hospital, Parel, Mumbai.

05.) SCIENTIFIC ASSISTANT 'B' (RADIO DIAGNOSIS) : (01- UR/ 01-ST)

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 : 20.09.2024	430 yrs.
Qualification & Experience :	Educational Qualifications: B.Sc. (Radiological Imaging Technology) from a recognized University with 50% marks OR 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. Essential Experience: Minimum 01 year Internship / experience from a large hospital with experience in CT and MRI.
LOCATION	Tata Memorial Hospital, Parel, Mumbai

06.) ASSISTANT MEDICAL SOCIAL WORKER : (01-SC/ 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 : 20.09.2024	430 yrs.
Qualification & Experience :	Educational Qualifications: Post Graduate Degree in Social Sciences (MSW) from a recognized University Essential Experience: Minimum one year experience after MSW preferably in the field of Medical Social work.
LOCATION	Tata Memorial Hospital, Parel, Mumbai

07.) SCIENTIFIC ASSISTANT 'B' (CENTRAL STERILE SUPPLY DEPARTMENT) (C.S.S.D.) : (01-OBC)

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 : 20.09.2024	430 yrs.
Qualification & Experience :	Educational Qualifications: B.Sc. with minimum 50% marks from a recognized University Essential Experience: Minimum 2 years experience as C.S.S.D. Technician in a Sterilization Dept. of a large Hospital/Institute. Desirable Experience : Candidates with higher qualification and experience will be preferred. Knowledge of surgical instrumentation is desirable.
LOCATION	Tata Memorial Hospital, Parel, Mumbai

08.) SCIENTIFIC ASSISTANT 'B' (MICROBIOLOGY): (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 : 20.09.2024	430 yrs.
Qualification & Experience :	Educational Qualifications: B.Sc.(Microbiology/ Biotechnology) with minimum 50% marks and Degree/Diploma in Medical Laboratory Technology (DMLT) from a Government recognized Institute OR B.Sc in Medical Laboratory Technology with 50% marks. Essential Experience: For B.Sc.(Microbiology/ Biotechnology) and Degree/Diploma in MLT : 01 year experience in an Institutional Clinical Microbiology Department. For B.Sc (MLT): 02 years experience in an Institutional Clinical Microbiology Department.
LOCATION	Tata Memorial Hospital, Parel, Mumbai

09.) SCIENTIFIC ASSISTANT 'B' (BIOMEDICAL): (01-OBC)

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 : 20.09.2024	430 yrs.
Qualification & Experience :	Educational Qualifications: Diploma in (Biomedical/ Medical Electronics) Essential Experience : 3 years experience out of which 1 year in hospital setup. Desirable Experience : A candidate desirous to work independently for in-house repairs/ maintenance/calibration activity shall be preferred.
LOCATION	Tata Memorial Hospital, Parel, Mumbai

10.) SCIENTIFIC ASSISTANT 'B' (PULMONARY FUNCTION TESTING LAB) : (01-OBC)

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 : 20.09.2024	30 yrs.
Qualification & Experience :	<p>Educational Qualifications: B.Sc.(in any stream) with 50% marks.</p> <p>Essential Experience : Minimum 2 years of experience in Pulmonary Function Testing. Well versed in performing spirometry, diffusion studies, body plethysmography.</p> <p>Desirable Experience : Candidates with at least 2 years of experience of working in high volume PFT Lab of a tertiary public/ private hospital.</p>
LOCATION	Tata Memorial Hospital, Parel, Mumbai

11.) TECHNICIAN 'C' (GENERAL MEDICINE) : (01-OBC)

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 : 20.09.2024	30 yrs
Qualification & Experience :	<p>Educational Qualifications: 10 + 2 in Science.</p> <p>Essential Experience: 3 years experience in ECG.</p> <p>Desirable Experience: Candidates with experience in stress testing will be preferred.</p>
LOCATION	Tata Memorial Hospital, Parel, Mumbai

12.) TECHNICIAN 'C' (ICU/OT) : (01-EWS/ 01-OBC)

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 : 20.09.2024	30 yrs
Qualification & Experience :	<p>Educational Qualifications: 12th Std. in Science and Diploma of one year / 6 months in ICU/ OT/ Electronics/ Dialysis Technician from a recognized institute.</p> <p>Essential Experience: 3 years experience in relevant field.</p>
LOCATION	Tata Memorial Hospital, Parel, Mumbai

13.) TECHNICIAN 'A' (PLUMBER) : (01-ST)

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 : 20.09.2024	27 yrs.
Qualification & Experience :	<p>Educational Qualifications: 10th Std. plus ITI (Plumber) with 1 year full time course from Government recognized institute.</p> <p>Essential Experience : 3 years experience after ITI or 2 years experience after ITI plus NCTVT in plumbing & miscellaneous civil maintenance works in hospital/ Institutional/ Commercial/ Residential buildings.</p>
LOCATION	Tata Memorial Hospital, Parel, Mumbai

14.) TECHNICIAN 'A' (MECHANICAL) : (01-UR/ 01-EWS)

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 : 20.09.2024	27 yrs.
Qualification & Experience :	<p>Educational Qualifications: 10th Std plus ITI (Mechanical) 2 years' full time course from Government recognized Institute.</p> <p>Essential Experience : 03 years' experience after ITI OR 2 years' experience after ITI plus NCTVT in mechanical maintenance works in Industry/ Commercial establishment / Hospitals.</p>
LOCATION	Tata Memorial Hospital, Parel, Mumbai.

15.) CLERK CUM TELEPHONE OPERATOR : (01-SC)

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 : 20.09.2024	27 yrs.
Qualification & Experience :	<p>Educational Qualifications : Graduate from a recognized University with Telephone Operator's Course.</p> <p>Essential Experience : Excellent communication skills and minimum one year experience of handling Exchange Board preferably EPABX in a reputed Institute / Hospital. Ability to converse in English, Hindi and Marathi.</p>
LOCATION	Tata Memorial Hospital, Parel, Mumbai

16.) ASSISTANT SECURITY OFFICER : (03-UR/ 02-EWS/ 01-ST TMH.Mumbai / 01-UR/01-ST ACTREC, Navi Mumbai)

Level	Level 6 [Pre-revised PB-2, Rs.9300-34800 + 4200 GP]
Level of Pay in Pay Matrix	Rs.35400/- Level 6, Cell 1+ Allowances applicable
Age :Upper Age limit as on : 20.09.2024	27 yrs.
	<p>a) Educational Qualification and Experience : i) For Ex-servicemen :Qualification equivalent to graduation certificate from Armed Forces or from any other recognized University.</p>

ii) For Civilian Candidates: Graduation from a recognized University and should be in possession of NCC 'C' certificate.

Candidate with work experience of minimum 05 years as Security Officer / Security Supervisor / Security Assistant in a large Civil Organization / Hotel / Hospital / Airport with good Public Relations qualities.

b) Minimum Height:

Sr. No.	Category	Height in cms.
1.	General	167
2.	Candidate belonging to hill areas of Garhwal, Kumaon, Himachal Pradesh, Gorkhas, Dogras, Marathas, Kashmir Valley, Leh & Ladakh regions of J&K, North Eastern States and Sikkim	165
3.	Candidates belonging to ST	162.5

Educational & other Qualifications

c) Chest:

Sr. No.	Category	In cms.	
		Unexpanded	Expanded
1.	General	80	85
2.	Candidate belonging to hill areas of Garhwal, Kumaon, Himachal Pradesh, Gorkhas, Dogras, Marathas, Kashmir Valley, Leh & Ladakh regions of J&K, North Eastern States and Sikkim	80	85
3.	Candidates belonging to ST	77	82

d) Should possess valid driving license for LMV and Two wheelers.

Note: Ex-servicemen who were discharged or retired from the Armed Forces during last 5 years shall only be eligible to apply.

Selection Method

The selection process will consist of Physical Test and Written test.

1. Physical Test:

Event	Category	Timings
i. 100 meters run	Civilians	16 seconds
	Ex-Servicemen	20 seconds

Event	Age Group	Nos.
Push Ups	Up to 30 yrs	08-09
	30-40 yrs	06-07
	40-45 yrs	05-06
	Above 45 yrs	02-03
Sit ups	Up to 30 yrs	25-29
	30-40 yrs	20-24
	40-45 yrs	15-19
	Above 45 yrs	10-14

Those who qualify in Physical endurance test will be allowed for Written Examination followed by Skill test.

LOCATION

- 1.) Tata Memorial Hospital, Parel, Mumbai.
- 2.) Advanced Centre for Treatment, Research & Education in Cancer, Kharghar, Navi Mumbai.

GENERAL CONDITIONS :

1. (a) Last date for online application is **20.09.2024** 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.
 - (i) **Date of Birth** : Birth Certificate / School leaving certificate / S.S.C passing certificate.
 - (ii) **Educational Qualification** : Mark sheet & Passing Certificate of final examination.
 - (iii) **Experience Certificates** :
 - Past Employment : Experience certificate indicating the date of joining and relieving.
 - Current Employment : Appointment letter , Last Pay Slip, Identity Card, NOC.
 - (iv) **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.**
 - (v) **Economically Weaker section (EWS)** certificate in valid format.
 - (vi) **Persons with Disability** : Physical Disability Certificate
 - (vii) **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.
 - (i) 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. *HRD/ Skills Limited Version 03/13/2025*

- (j) 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.
- (k) 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.
- (l) Canvassing in any form will disqualify the candidature.
2. Age & experience will be reckoned as on **20.09.2024**. **Experience will be reckoned post required qualifications.**
3. Reservation of posts under various categories shall be applicable as per Govt. Rules.
4. For Inquiry : Candidates may email to hrdrecruitment@tmc.gov.in . No phone calls will be entertained
5. **Age Relaxation :**
- (a) 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)
- (b) If the post is only for unreserved category, age relaxation will not be applicable to reserved candidates.
- (c) Age relaxation maximum by 5 years for TMC employees and employees working in TMC on temporary basis / under project / on contract basis, etc.
6. **Application Fee :**
- (i) Candidate shall pay the application fee of Rs.300/- online using Debit Card / Credit Card.
- (ii) **SC / ST / Female Candidates / Persons with Disabilities / Ex-servicemen (1st time applying for civil post after serving any rank) are exempted from paying application fees.**
- (iii) **The application fee paid will not be refunded under any circumstances.**
7. **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.**
8. **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.
9. 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 Malviya Cancer Centre(BHU),Varanasi, Homi Bhabha Cancer Hospital, Muzaffarpur, Homi Bhabha Cancer Hospital, Varanasi, BBCI, Guwahati , Homi Bhabha Cancer Hospital, Jatni, Odisha on the needs of the Units concerned as and when necessary.
10. **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.
11. The TMC also may exercise the option to offer appointments on "Contract Basis" for a fixed term on a consolidated remuneration.
12. **Non Receipt of Application** : Tata Memorial Centre does not take any responsibility for non receipt of application through Online.
13. **Legal jurisdiction for any dispute will be at Mumbai.**

(BENNY GEORGE)
CHIEF ADMINISTRATIVE OFFICER (HRD),TMC.