TATA MEMORIAL CENTRE  
(A GRANT-IN-AID INSTITUTE UNDER DEPARTMENT OF ATOMIC ENERGY, GOVT. OF INDIA)  

Advt. No.104/2019  

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 available in HOMI BHABHA CANCER HOSPITAL / MPMMC, VARANASI are listed below: “The Selection Tests/ Interviews may be held at Varanasi and/or Mumbai depending upon the number of candidates, and at the discretion of management.”

1) SCIENTIFIC OFFICER ‘C’ (PATHOLOGY) – 02 (1UR, 1 OBC)

<table>
<thead>
<tr>
<th>Level</th>
<th>Level 10 (Pre-revised PB-3,Rs.15600-39100 + 5400 GP)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level of Pay in Pay Matrix</td>
<td>Rs.56,100/- Level 10, Cell 1 + Allowances applicable</td>
</tr>
<tr>
<td>Age : Age as on 16.08.2019</td>
<td>35 years.</td>
</tr>
<tr>
<td>Qualification &amp; Experience</td>
<td>M.Sc.( Botany/ Zoology / Chemistry/Applied Biology) and preferably with a diploma in Medical Laboratory Technology from a recognized institute. Candidate must have at least 3 years experience in a responsible position of Histopathology of a large hospital / Diagnostic centre. Candidates with experience in Immunohistochemistry Laboratory and proficiency in English language, computer skills and who are well conversant with Accreditations related process will be given preference.</td>
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2) MEDICAL PHYSICIST ‘C’ – 03 (2 SC, 1 ST)

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</tr>
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<td>Age : Age as on 16.08.2019</td>
<td>35 years.</td>
</tr>
<tr>
<td>Qualification &amp; Experience</td>
<td>M.Sc. (Physics) and Diploma in Radiological Physics or equivalent AERB approved qualifications. Experience with advanced computerized treatment planning systems and other state of the art technology will be essential.</td>
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3) OFFICER IN-CHARGE (DISPENSARY) – 01 UR

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<td>Rs.56,100/- Level 10, Cell 1</td>
</tr>
<tr>
<td>Age : Age as on 16.08.2019</td>
<td>40 years</td>
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<tr>
<td>Qualification &amp; Experience</td>
<td>Bachelor’s degree in Pharmacy with State Pharmacy Council registration and Post-Graduate Degree / Diploma in Material Management / Business Administration from reputed institute. Candidate should have minimum 5 years experience post MBA in a functioning dispensary of a minimum 300 bedded hospital OR 10 years experience post MBA in a minimum 100 bedded hospital. Out of required experience minimum 2 years must be in senior position.</td>
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<td>OR</td>
<td>MBBS from a recognized university with MCI registration and Post-Graduate Degree / Diploma in Material Management / Business Administration from reputed institute with minimum 4 years experience post PG Degree / Diploma out of which 2 years must be in minimum 300 bedded hospital. The incumbent must have adequate knowledge of computerized operations, inventory management, well versed in FDA rules and procedures as per Drugs and Cosmetics Act. Candidate should be able to lead a team of Pharmacists for functions of Purchase, Stores, Sales &amp; Administration in a dispensary.</td>
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<tr>
<td>Position</td>
<td>Level</td>
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<td><strong>4) IN-CHARGE (CENTRAL STERILE SUPPLY DEPARTMENT)</strong> – 02 (1 UR, 1 OBC)</td>
<td>Level 10</td>
</tr>
<tr>
<td><strong>5) ENGINEER SB (MECHANICAL) -01 UR</strong></td>
<td>Level 8</td>
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<tr>
<td><strong>6) SCIENTIFIC OFFICER ‘SB’ (BIOMEDICAL) – 01 OBC</strong></td>
<td>Level 8</td>
</tr>
<tr>
<td><strong>7) SCIENTIFIC ASSISTANT ‘B’ (RADIO THERAPY) – 06 (3 UR, 3 SC)</strong></td>
<td>Level 6</td>
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<tr>
<td><strong>8) FOREMAN (CIVIL) – 01 ST</strong></td>
<td>Level 6</td>
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<tr>
<td><strong>9) FOREMAN (ELECTRICAL) – 01 UR</strong></td>
<td>Level 6</td>
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<td>No.</td>
<td>Position</td>
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<tr>
<td>10</td>
<td>FOREMAN (MECHANICAL) – 01 UR</td>
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<tr>
<td>11</td>
<td>SUB OFFICER ‘A’ – 01 UR</td>
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<tr>
<td>12</td>
<td>PHARMACIST ‘B’ – 02 ( 01 UR, 1 ST)</td>
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<tr>
<td>13</td>
<td>TECHNICIAN ‘C’ (CENTRAL STERILE SUPPLY DEPARTMENT) – 01 ST</td>
</tr>
<tr>
<td>14</td>
<td>TECHNICIAN ‘C’ (ICU) – 01 UR</td>
</tr>
<tr>
<td>15</td>
<td>TECHNICIAN ‘A’ LINEN &amp; LAUNDERY – 01 UR</td>
</tr>
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**16) NURSING SUPERINTENDENT - 01 UR**

**Level**  
Level 11  
[Pre-revised PB-3, Rs.15600-39100 + 6600 GP]

**Level of Pay in Pay Matrix**  
Rs.67,700/-  
Level 11, Cell 1 + Allowances applicable

**Age : Age as on 16.08.2019**  
45 years.

**Qualification & Experience**  
M.Sc in Nursing with 15 years’ experience out of which 12 years’ should be teaching/administration experience with minimum of 5 years’ in collegiate programme. Ph.D (Nursing) is desirable.

**17) ASSISTANT NURSING SUPERINTENDENT - 02 UR**

**Level**  
Level 10  
[Pre-revised PB-3, Rs.15600-39100 + 5400 GP]

**Level of Pay in Pay Matrix**  
Rs.56,100/-  
Level 10, Cell 1 + Allowances applicable

**Age : Age as on 16.08.2019**  
40 years.

**Qualification & Experience**  
M.Sc. (Nursing) with 3 years’ experience OR B.Sc. (Nursing) with 5 years’ experience out of which minimum 2 years experience in Clinical Field. Preference will be given to candidates having administrative experience.

**18) NURSE ‘A’ (FEMALE) – 83 ( 46 UR, 17 OBC, 9 SC, 07 ST, 02 OH, 02 HH)**

**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 : Age as on 16.08.2019**  
30 years

**Qualification & Experience**  
General Nursing & Midwifery plus Diploma in Oncology Nursing with 2 years clinical experience in a 50 bedded hospital OR Basic or Post Basic B.Sc (Nursing) with 2 years clinical experience in minimum 50 bedded hospital. Candidates should be eligible to register with Indian Nursing Council / State Nursing Council. Candidates who have done Diploma in Nursing Oncology and served the entire bond period will be given relaxation in age by 5 years. Hepatitis Vaccination should be completed. Working pattern will be 6 days a week. General Nursing & Midwifery & Basic or Post Basic B.Sc (Nursing) should be recognized by Indian Nursing Council / State Nursing Council.

**19) SENIOR ADMINISTRATIVE OFFICER – 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 : Age as on 16.08.2019**  
45 years.

**Qualification & Experience**  
Graduate with Post-Graduate Degree/Diploma in Personnel Management/Human Resources Management and/or Law. Should have at least five years experience in Central Government/Autonomous Body or R & D Institution, in a scale equivalent of pay of Rs.15600-39100 (Grade Pay 6600)(pre-revised), dealing with General Administration, Recruitment, Industrial/Staff Relations, Discipline/Vigilance matters, Court cases, RTI etc. The incumbent will be heading the Administrative Group, consisting of General Administration, House Keeping, Staff Cafeteria and Support Services. Accordingly he/she is required to have clear understanding of functions of these Sections. Working knowledge and experience of working in a computerized environment are essential.

**20) LOWER DIVISION CLERK – 01 ST**

**Level**  
Level 2  
[Pre-revised PB-2, Rs.5200-20200 + 1900 GP]

**Level of Pay in Pay Matrix**  
Rs.19900/-  
Level 2, Cell 1

**Age : Age as on 16.08.2019**  
27 years.

**Qualification & Experience**  
H.S.C. plus computer course of minimum 3 months duration. Preference will be given to graduates. Candidates should have minimum 01 year clerical work experience.

**21) PUBLIC RELATIONS OFFICER – 01 UR**

**Level**  
Level 9  
[Pre-revised PB-2, Rs.15600-39100 + 5400 GP]

**Level of Pay in Pay Matrix**  
Rs.53100/-  
Level 9, Cell 1 + Allowances applicable

**Age : Age as on 16.08.2019**  
35 years.

**Qualification & Experience**  
Graduate in any discipline. One year Public Relation Diploma from Govt. recognized institution. Minimum 3 to 5 years experience in a reputed organization with a flair for writing and good rapport with Media. Person should have a pleasing personality and good communication skills. Will be required to do shift duties and outside liaison work.
It is mandatory to submit online application. Candidates must submit documentary evidence in support of the details furnished in the Online Application Form regarding date of birth, qualifications, experience, caste, disability certificate etc., failing which such applications will be treated as incomplete and summarily rejected.

Note: Admit Card/Hall Ticket for the Written Exam / Interview / Skill Test will be uploaded online.

**GENERAL CONDITIONS:**

1. **Age & experience** will be reckoned as on the last date of online application.
2. Reservations of posts under various categories shall be applicable as per Govt. Rules.

**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:
   - 03 Years : SC/ST
   - 05 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) (Ex-servicemen should submit their undertaking whether they have availed benefit of age relaxation as prescribe for Ex-Servicemen while securing another employment after retirement from Armed forces. If so, they are not eligible for such benefits.)
(b) Age relaxation maximum by 5 years for Departmental candidates, candidates with additional qualification and higher experience and candidates working in TMC on temporary basis / under project / on contract basis.

4. **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.
5. Candidates may be offered a higher or 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.

6. **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.

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

8. **The TMC also may exercise the option to offer appointments on “Contract Basis” for a fixed term on a consolidated remuneration.**

9. **Submission of Application**:
   - (i) Candidate shall submit a recent passport size photograph, attested copies of following certificate as a proof of date of birth, qualification, experience, age relaxation for reserved category & Persons with Disability along with the copy of online application form sealed covers superscribed as “POST APPLIED FOR - Advt. No. 104/2019 ” on or before the last date of receiving the application to the 3rd Floor, Service Block building, H.R.D. Department, Tata Memorial Hospital, Parel, Mumbai – 400 012.
   - (ii) Separate application should be submitted for each post.
   - (iii) The application fee paid will not be refunded under any circumstances.

10. **Separate application should be submitted for each post.**

11. **Referees** : Three Referees listed by the candidate should have been associated with the training or supervision of the candidate’s work for Sr. No. 01-06, 16-17, 19 and 21.

12. **Tata Memorial Centre** also 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.

13. **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.

14. In case it is found at any stage of recruitment that the candidate does not fulfil 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. The candidate should ensure that he / she fulfills all the eligibility criteria under the norms mentioned in the advertisement.

15. **Non Receipt of Application** : Tata Memorial Centre does not take any responsibility for non receipt of application through Online / By post for whatsoever be the reason.

16. Late and incomplete applications will be rejected. Canvassing in any form will disqualify the candidate.

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

(BENNY GEORGE)

H.R.D.OFFICER

Corrigendum for Advt. 104/2019:
<table>
<thead>
<tr>
<th>Level</th>
<th>Level 6 [Pre-revised PB-2, Rs.9300-34800 + 4200 GP]</th>
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<tr>
<td>Level of Pay in Pay Matrix</td>
<td>Rs.35400/- Level 6, Cell 1 + Allowances applicable</td>
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<td>35 years</td>
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</tbody>
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**Qualification & Experience**
- SSC plus ITI (Electrical) 02 years full time course from Govt. recognized institute with 03 years post qualification experience OR
- ITI plus NCTVT with 07 years experience OR Diploma in Electrical Engineering with 03 years post qualification experience. Candidate shall have working experience in Electrical maintenance works Industrial / Commercial / Hospital Organizations.
- ITI or NCTVT candidates shall have minimum 03 years experience as a Supervisor / Foreman category.

(Signed)

(Denny George)
HRD OFFICER