



TATA MEMORIAL CENTRE

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

Advt.No. TMC/PUNJAB/AD-124/2019

13.08.2019

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 and 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 & Research Centre (HBCH&RC) at Mullanpur, Punjab** are listed below: "The Selection Tests/Interviews may be held at Punjab and / or Mumbai, depending upon the number of candidates, and at the discretion of management."

01) MEDICAL PHYSICIST 'D' : (1 UR, 1 OBC)

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 :Upper Age limit as on: 04.09.2019	35 yrs.
Qualification & Experience :	M.Sc. (Physics) and Diploma in Radiological Physics conducted by BARC OR Equivalent qualifications with 05 years experience in advanced computerized treatment planning systems and other state-of-the-art technology.Candidates with less than 5 yrs experience will be considered in lower grade.

02) MEDICAL PHYSICIST 'C' : (1 UR, 1 SC,1 OBC)

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 :Upper Age limit as on: 04.09.2019	35 yrs.
Qualification & Experience :	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.

03) OFFICER-IN-CHARGE (DISPENSARY): 1 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 :Upper Age limit as on: 04.09.2019	40 yrs.
Qualification &Experience:	<p>Bachelor's degree in Pharmacy with State Pharmacy Council registration and Post-Graduate Degree / Diploma in Material Management / Business Administration from reputed institute.</p> <p>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.</p> <p style="text-align: center;">OR</p> <p>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</p> <p>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 & Administration in a dispensary.</p>

04)SCIENTIFIC OFFICER 'C' (NUCLEAR MEDICINE): (01 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 :Upper Age limit as on: 04.09.2019	35 years.
Qualification & Experience :	<p>M.Sc. with PGDFIT or DMRIT of Homi Bhabha National Institute or M.Sc. Nuclear Medicine Technology. Minimum one year experience after completion of PG Diploma or M.Sc. Nuclear Medicine. Must have adequate experience in hybrid imaging SPECT/CT, PET/CT including contrast enhanced CT. Candidates with B.Sc. with PGDFIT or DMRIT with minimum 3 years' experience in hybrid imaging SPECT / CT, PET / CT including contrast enhanced CT can also apply and may be considered for a lower grade. The candidate must have passed RSO examination of BARC.</p>

5) ASSISTANT NURSING SUPERINTENDENT: (2 UR, 1 SC, 1 OBC)

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 :Upper Age limit as on: 04.09.2019	40 yrs.
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.

06) NURSE 'C' : (2 UR,1 SC, 1OBC, 1 EWS)

Level	Level 9 [Pre-revised PB-2, Rs.9300 – 34800 + 5400 GP]
Level of Pay in Pay Matrix	Rs.53,100/- Level 9 Cell 1 + Allowances applicable
Age :Upper Age limit as on: 04.09.2019	40 yrs.
Qualification & Experience :	<p>General Nursing & Midwifery plus Diploma in Oncology Nursing or Basic B.Sc Nursing or Post Basic B.Sc Nursing from recognized university. Course must be completed with fulltime attendance. Candidates should be eligible to register with Indian Nursing Council / State Nursing Council. Candidates should have experience of minimum 14 years in clinical area with minimum 100 bedded hospital. Preference will be given to candidates with administrative experience / hospital administration course.</p> <p>Hepatitis B vaccination to be completed. Preference will be given to candidates with oncology experience. Clinical experience certificate should be submitted with authorized signatory. Clinical experience before Post Basic B.Sc will also be considered.</p>

07) NURSE 'B' : (3 UR, 2 SC, 1 ST, 3 OBC, 1 EWS)

Level	Level 8 [Pre-revised PB-2, Rs.9300-34800 + 4800 GP]
Level of Pay in Pay Matrix	Rs.47600/- Level 8, Cell 1 + Allowances applicable
Age :Upper Age limit as on: 04.09.2019	35 yrs.
Qualification & Experience :	<p>General Nursing & Midwifery plus Diploma in Oncology Nursing or Basic B.Sc Nursing or Post Basic B.Sc Nursing from recognized university. Course must be completed with fulltime attendance. Candidates should be eligible to register with Indian Nursing Council / State Nursing Council. Candidates should have experience of minimum 07 years in clinical area with minimum 100 bedded hospital. Preference will be given to candidates with administrative experience / hospital administration course.</p> <p>Hepatitis B vaccination to be completed. Preference will be given to candidates with oncology experience. Clinical experience certificate should be submitted with authorized signatory. Clinical experience before Post Basic B.Sc will also be considered.</p>

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08) NURSE 'A' : (15 UR, 3 ST, 7 SC, 12 OBC, 5 EWS, 4 OH)

Level	Level 7 [Pre-revised PB-2, 1Rs.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: 04.09.2019	30 yrs.
Qualification & Experience :	<p>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.</p> <p>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.</p>

09) SCIENTIFIC OFFICER 'SB' (BIOMEDICAL): (1 UR, 1 OBC)

Level	Level 8 [Pre-revised PB-2, Rs.9300-34800 + 4800 GP]
Level of Pay in Pay Matrix	Rs.47600/- Level 8, Cell 1 + Allowances applicable
Age :Upper Age limit as on: 04.09.2019	35 yrs.
Qualification & Experience :	B.E. / B.Tech (Biomedical) with 7 years of experience out of which 3 years in hospital setup. A candidate will have to supervise, co-ordinate & manage biomedical maintenance activities.

10) SCIENTIFIC ASSISTANT 'C' (NUCLEAR MEDICINE): (01OBC)

Level	Level 7 [Pre-revised PB-2, 9300-34800+ 4600 GP]
Level of Pay in Pay Matrix	Rs.44900/- Level 7, Cell 1 + Allowances applicable
Age :Upper Age limit as on: 04.09.2019	35 years
Qualification & Experience :	B.Sc. with DFIT/DMRIT from HBNI university with 50% marks. Candidates who have passed RSO in Nuclear Medicine II exam conducted by RPAD/ AERB is desirable. Candidate should have 01 year experience after DFIT/DMRIT.

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11) SCIENTIFIC ASSISTANT 'B' (BIOCHEMISTRY): (1 UR, 1 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: 04.09.2019	30 yrs.
Qualification & Experience :	B.Sc. in Medical Laboratory Technology with 50% marks with 2 years experience in Medical Laboratory OR B.Sc. in (Biochemistry/ Chemistry/ Botany/Zoology/Life Sciences/ Biotechnology) with 50% marks and D.M.L.T. (Diploma in Medical Lab. Technology) from Government recognized Institute with 01 year experience in a Medical Laboratory. Candidate familiar with Biochemistry autoanalyzers, Serum Protein Electrophoresis & Immunofixation techniques will be given preference.

12) SCIENTIFIC ASSISTANT 'B' (TRANSFUSION MEDICINE): (2 UR, 1 SC, 1 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: 04.09.2019	30 yrs.
Qualification & Experience :	B.Sc.(Biochemistry/Chemistry/Botany/Zoology/Microbiology/Biotechnology) with minimum 50% marks and Diploma in Medical Laboratory Technology (M.L.T.) from a University recognized by Central/State Government and one year experience in a FDA licensed Blood Bank OR B.Sc (Medical Laboratory Technology) from a University recognized by Central/State Government and two years experience in a FDA licensed Blood Bank.

13) SCIENTIFIC ASSISTANT 'B' (DEPT. OF RADIATION ONCOLOGY): (1 UR, 1 SC, 1 OBC, 1 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: 04.09.2019	30 yrs.
Qualification & Experience :	B.Sc.(Physics) with minimum 50% marks and Post Graduate Diploma in Radiotherapy Technology from recognized institute / university approved by AERB with minimum 01 year experience in modern Radiotherapy Technology OR B.Sc (Radiotherapy Technology) – 3 years course from a recognized institute / university approved by AERB with 3 years experience in modern Radiotherapy Technology.

14) SCIENTIFIC ASSISTANT 'B' (PATHOLOGY): (1 UR, 1 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: 04.09.2019	30 yrs.
Qualification & Experience :	B.Sc. (Botany / Zoology / Chemistry / Applied Biology / Biotechnology) with 50% marks and Degree or Diploma in Medical Laboratory Technology from a Government recognized Institute with minimum one-year working experience in Surgical Pathology Laboratory OR B.Sc. (MLT) from a Government recognized Institute / University with minimum two-years working experience in Surgical Pathology Laboratory. Candidates should possess basic computer skills and good working knowledge of English.

15) SCIENTIFIC ASSISTANT 'B' (RADIO-DIAGNOSIS) :(1 UR, 1 ST, 1 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: 04.09.2019	30 yrs.
Qualification & Experience :	B.Sc. in Radiological Imaging Technology from a recognized University OR B.Sc. in any subject / B. Pharmacy with minimum two years Diploma in Medical Imaging Technology from State Board of Technical Education or any equivalent Diploma from a recognized Board / University. Candidates should have minimum 01 year Internship / experience from a large hospital with experience in CT and MRI.

16) 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: 04.09.2019	30 yrs.
Qualification & Experience :	B.Sc.(Microbiology) with 50% marks and Diploma Medical Laboratory Technology from a Government recognized Institute with 01 year experience in Institutional Clinical Microbiology Department OR B.Sc in Medical Laboratory Technology from a Government recognized Institute with 02 years experience in Institutional Clinical Microbiology Department.

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17) PHARMACIST 'B' : (1 UR, 1 OBC)

Level	Level 5 [Pre-revised PB-1, Rs.5200-20200 + 2800 GP]
Level of Pay in Pay Matrix	Rs.29200/- Level 5, Cell 1 + Allowances applicable
Age :Upper Age limit as on: 04.09.2019	30 years
Qualification & Experience :	B. Pharm with minimum 1-year experience OR D. Pharm with minimum 3 years working experience in Dispensary / Pharmacy of the Hospital having minimum 200 beds. Registration with State Pharmacy Council with duly allotted Registration Number is mandatory. Experience of working on computerized system desirable. Candidate should be prepared to work in shift duties, including night shift.

18) TECHNICIAN 'C' (C.S.S.D.) : (1 UR, 1 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: 04.09.2019	30 yrs.
Qualification & Experience :	10 + 2 Std. in Science with minimum 50% marks. Minimum 3 years experience as Technician in CSSD in a reputed hospital.

19) TECHNICIAN 'C' (ICU) : (1 UR, 1 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: 04.09.2019	30 yrs.
Qualification & Experience :	10 + 2 Std. in Science with some experience in ICU/OT as Technician / Respiratory Therapist / Dialysis Technician in a reputed institute. 1 year's certificate / Diploma course in Electronics OR related subjects will be desirable. Preference will be given to those who have passed 1 year course in OT / ICU / Respiratory Therapist / Dialysis Technician from a reputed institute.

20) TECHNICIAN 'C' (OT) : (1 UR, 1 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: 04.09.2019	30 yrs.
Qualification & Experience :	10 + 2 Std. in Science with some experience in ICU/OT as Technician / Respiratory Therapist / Dialysis Technician in a reputed institute. 1 year's certificate / Diploma course in Electronics OR related subjects will be desirable. Preference will be given to those who have passed 1 year course in OT / ICU / Respiratory Therapist / Dialysis Technician from a reputed institute. .

21)TECHNICIAN 'C' (NETWORKING) : (1 UR, 1 OBC)

Level	Level 4 [Pre-revised PB-1, Rs.5200-20200 + 2400 GP]
Level of Pay in Pay Matrix	Rs.25500/- Level 4, Cell 1 + Allowances applicable
Age :Upper Age limit as on: 04.09.2019	30 years
Qualification & Experience :	Diploma in Electronics / Computer Engineering or Graduate in Computer Science OR any other graduate with at least 1 year certificate course in Computer Technology from a reputed institute and having professional CCNA certification. Diploma or Graduation should be from a Government Recognized Board / University. Candidate should have minimum 3 years of hands on work experience in configuration / trouble shooting / maintaining large IT i-series (AS/400) System operations. Additionally Administration of window server (ADS, DNS, IIS etc.), IBM Tivoli facility management server, antivirus server, email server is essential. Candidate should be proficient in configuration and troubleshooting of various network equipments like L2 and L3 switches, routers, Wi-Fi Networking components etc. Candidates should be conversant with network security and firewall. Candidate having prior relevant experience of working in Healthcare industry will be preferred.

22) SCIENTIFIC ASSISTANT 'C' (NETWORK ASSISTANT) :(1UR)

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
Age :Upper Age limit as on : 04.09.2019	35 yrs.
Qualification & Experience :	B.Sc/M.Sc. in I.T. /Computer Science or any Engineering graduate with 50% marks from a Govt. recognized Board/University. Preference will be given to the candidates having professional CCNA certification. Candidates should have minimum 3 years of hands on work experience in configuration/ Trouble shooting / maintaining large IT setup including i-series(AS/400) System operations. Additionally, Administration of Windows server(ADS,DNS,IIS etc.),IBM Tivoli facility management server, antivirus server, email server is essential. Candidate should be proficient in configuration and troubleshooting of various network equipment like L2 and L3 switches,routers. Wi-Fi networking components etc.Candidates should be conversant with network security and firewall. Candidate having prior relevant experience of working in Healthcare industry will be preferred.

Last date for online application is **04.09.2019** upto 05.30 p.m. (Indian Standard Time) & receiving hard copy of online applications within 7 days from last date of Online application i.e. **11.09.2019** at H.R.D.Department, 2nd floor, Service Block, Tata Memorial Hospital,Parel, Mumbai- 400012.

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.

GENERAL CONDITIONS:

1. Age & experience will be reckoned as on **04.09.2019**. Experience will be reckoned post required qualifications.
2. Reservation of posts under various categories shall be applicable as per Govt. Rules.
3. For Enquiries: Candidates may email to hbchpunjab.hrd@tmc.gov.in No phone calls will be entertained.
4. **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) **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.**
5. **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.**
6. **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.**
7. **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.

8. Candidates appointed will be rotated in any Units of TMC (Tata Memorial Hospital, Mumbai, ACTREC, 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, BCCI, Guwahati) on the needs of the Units concerned as and when necessary.
9. 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 on or before the last date of receiving the application to the **H.R.D. Department, 2nd floor, Service Block, Tata Memorial Hospital, Parel, Mumbai – 400 012.**

It is mandatory to submit a copy of Online application along with copies of relevant certificates, otherwise the candidature will be treated as cancelled.

- (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.
- (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 site.**
- (v) **For Economically Weaker Section (EWS)** : **valid income certificate in the format of Government of India, is mandatory**
- (vi) **Persons with Disability** : Physical Disability Certificate

- [II] **Through Proper Channel** : Persons working under Central / State Government / Autonomous Body / Semi Government Organisations and other Public Sector Undertakings must submit their application through the head of the organization.

- [III] Separate application should be submitted for each post/category.

10. **Referees: Three** Referees listed by the candidate should have been associated with the training or supervision of the candidates work. **(Sr.No. 1 to 6)**
11. Tata Memorial Centre also reserves the right not to call any candidates to appear for Written examination / Interview / Skill test without assigning any reason thereof.

12. 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.
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 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.
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 summarily rejected. Canvassing in any form will disqualify the candidature.**
17. **Skype Interview can be arranged for the candidates presently working abroad subject to availability of the facility, if desired.** Candidates seeking Skype Interview should submit photocopies of certificates attested by the present employer.
18. **Legal jurisdiction for any dispute will be at Mumbai.**

(BENNY GEORGE)
HRD OFFICER