



**Indian Institute of Engineering Science and Technology, Shibpur**

**भारतीय अभियांत्रिकी विज्ञान एवं प्रौद्योगिकी संस्थान, शिवपुर**

**ভারতীয় প্রকৌশল বিজ্ঞান এবং প্রযুক্তিবিদ্যা প্রতিষ্ঠান, শিবপুর**

**(An Institute of National Importance under Ministry of Education, Govt. of India)**

**Employment Notice**

**Recruitment directly/on deputation for the post of  
Senior Medical Officer (01)**

**Advt. No. RO/AU/21/07**

**Date: 08.08.2021**

Applications are invited from the eligible Indian Nationals for recruitment directly / on deputation for the post of Senior Medical Officer (01). For further details please visit the Institute Website: <http://www.iiests.ac.in>. The last date of submission of applications is **31.08.2021 up to 04.00 PM.**

**Registrar**

Copy forwarded for information and necessary action to:

**SOFT COPY TO:**

1. M/s Pressman Advertising (Fax No.033-40310813), Email: [smukherjee@pressmanindia.com](mailto:smukherjee@pressmanindia.com) & [snmukherjee85@gmail.com](mailto:snmukherjee85@gmail.com) (Mob- 9831139552) – with the request to publish the matter in the “Indian Express + Jansatta (Hindi papers in Hindi script only) - all India edition”, “Anandabazar Patrika + Telegraph + Prabhat Khabar (Hindi papers in Hindi script only) - Kolkata edition” on **08.08.2021** and the bill may please be sent to the Registrar, IEST, Shibpur for necessary payment within 15 days of publishing the advertisement. The bill will be as per DAVP rate.
2. Registrar ([regis@iests.ac.in](mailto:regis@iests.ac.in)) – with a request to forward the PDF copy of advertisement/NIT details (whichever is applicable) to [webmaster@iests.ac.in](mailto:webmaster@iests.ac.in) for uploading in the Institute Website.
3. Deputy Registrar (Finance) ( [dr.finance@iests.ac.in](mailto:dr.finance@iests.ac.in) )
4. Internal Auditor ( [d3dr@iests.ac.in](mailto:d3dr@iests.ac.in) )
5. Institute Website Department ( [webmaster@iests.ac.in](mailto:webmaster@iests.ac.in) ) – with a request to upload the Advertisement along with PDF of Advertisement/NIT details (whichever is applicable) in the Institute Website on the publishing date.

**HARD COPY TO:**

1. PS to the Director
2. Stores and Purchase Section (Smt. Malati Dey)

Deputy Registrar (Stores & Purchase)



**General Instructions and Information for Recruitment Directly/on Deputation for the Post of**  
**Senior Medical Officer**

1. Applicants must ensure that they possess all the requisite qualification and experience required for the post as laid down in the advertisement.
2. The applicants are responsible for authenticity of the information, documents and photographs they furnish. The candidature is liable to be cancelled if any false statement or any sort of suppression of facts is being found at any point of time.
3. Mere possession of the prescribed qualification and experience does not ensure that the applicant would be called for screening test and / or presentation and / or interview.
4. The Institute reserves the right not to fill the post.
5. Age, qualification, experience will be counted on the last date of submission of application form.
6. Relaxation, if any, is admissible as per Central Government Rules.
7. Relaxation, if claimed, should have to be supported by proper documents/certificates.
8. Candidates employed in the Govt./Autonomous Bodies/PSUs need to apply through proper channel. An Advance Copy of the application need to be sent. Such candidates need to bring “No Objection Certificate” from their present employer at the time of interview.
9. Applicants should be physically fit and mentally sound.
10. Application format is available at the Institute website. Applicants must have to apply in the prescribed format only. No other format of application form will be entertained.
11. Additional sheets may be attached if space found to be insufficient.
12. Application forms must be supported with attested/self certified copies of Degrees/Certificates/Documents, otherwise application may be rejected.
13. The Institute reserves the right to restrict the number of applicants for screening test and / or presentation and / or interview.
14. Filled in Application Forms in the prescribed format is to be sent to the following address:  
‘Registrar, Indian Institute of Engineering Science and Technology, Shibpur, P.O.-Botanic Garden, Howrah-711103’ within the last date as mentioned in the advertisement, superscribing ‘Application for the Post of Senior Medical Officer’ on the envelope.



15. Demand Draft of Rs. 500/- purchased in favour of 'Registrar, Indian Institute of Engineering Science and Technology, Shibpur' from any Nationalized Bank, payable at Kolkata, should be enclosed with the application form.
16. The applicants may also apply 'online', sending scanned copy of application along with the annexed documents including the receipt of fees to the Registrar, IEST, Shibpur at Email Id: [recruitment.nonfac@iests.ac.in](mailto:recruitment.nonfac@iests.ac.in)
17. All communications in regard to recruitment will be made by Email mentioning 'Recruitment for the post of Senior Medical Officer' in the subject of the e-mail. Candidates should check their e-mail including SPAM folder regularly.
18. In case of online application, the applicants should send the fees of Rs 500/- to the following Account of IEST, Shibpur.

**Bank Name: UCO Bank**

**Branch Name: BESU Branch**

**Account No. : 23690110091845**

**IFSC : UCBA0002369**

**Bank MICR Code: 700028178** → **(ZERO)**

**Branch Code: 2369**

**Swift Code: UCBAINBB001**

19. All original testimonials/documents are to be produced at the time of interview.
20. No TA/DA shall be paid for attending the interview.
21. Any correspondence, whatsoever, will lead to cancellation of the candidature. Canvassing in any manner would entail disqualification of candidature.
22. Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement and/or an application in response thereto can be instituted only in the Hon'ble High Court, Kolkata.
23. Applicants are requested to visit Institute website regularly for any corrigendum/addendum etc.
24. Applicant, if selected, should have to stay in the residential quarters within the campus, paying requisite licence fees.
25. The decision of the Authority will be final.
26. The selected doctor shall be required to visit the departments/offices/residential quarters inside the campus for examining patient in case of emergency.
27. The selected doctor may be required to attend any patient beyond normal duty hours.



REQUIRMENT OF DOCUMENTS /CERTIFICATES/DEGREES

1. Attested or Self attested copies of the Matriculation/10<sup>th</sup> Standard/Secondary/ Madhyamik or equivalent mark sheet and certificate, Higher Secondary/Class-XII or equivalent mark sheet and certificate Degree mark sheet and certificate and proof of age as per Central / State Board of Examinations are required to be attached with the duly filled in application including the Demand Draft of Rs. 500/- as mentioned above, in not paid online, failing which the application would be rejected.
2. Photo Identity Card (issued by the govt. agencies/last attended Institution/University)
3. The relevant category /cast certificate issued by the competent authority, if required.

(Prof. Rana Roy)  
Registrar (Acting)

## Recruitment Directly/on Deputation for the post of Senior Medical Officer (01)

Sl No.	Particulars	Criteria
1.	Name of the Post	Senior Medical Officer
2.	Number of the Post	01 (One)
3.	Classification	Group A
4.	Pay Level	Level 12 in revised pay matrix as per 7 <sup>th</sup> CPC i.e. PB -3 (Rs. 15,600-39100) with grade pay of Rs.7600/- (6 <sup>th</sup> CPC)+ NPA as per Central Govt. instructions. After five years of service as Senior Medical Officer in pay matrix 12 as per 7 <sup>th</sup> CPC i.e. GP of Rs. 7600/- (as per 6 <sup>th</sup> CPC), an incumbent will be assessed by Departmental Promotion Committee (DPC) for moving to the higher Level 13 of revised pay matrix as per 7 <sup>th</sup> CPC i.e. GP 8700/- in PB-4 (as per 6 <sup>th</sup> CPC) with the same designation.
5.	Age limit	50 years as on the last date of submission of application form.
6.	Educational and other qualifications	<p><b><u>Educational Qualification and Experience :</u></b></p> <p><b><u>Essential Educational Qualification:</u></b></p> <p>MBBS Degree or equivalent qualification included in any one of the Schedules to the Indian Medical Council Act, 1956(102 of 1956) and must be registered in a State Medical Register or Indian Medical Register.</p> <p><b><u>Or</u></b></p> <p>Post Graduate Qualification, preferably MD, in General Medicine, or equivalent qualification included in any one of the Schedules to the Indian Medical Council Act, 1956(102 of 1956) and must be registered in a State Medical Register or Indian Medical Register.</p> <p><b><u>Experience :</u></b></p> <ul style="list-style-type: none"> <li>i) For post Graduate degree holders, at least 5 years regular service as Medical Officer in level 10 of pay matrix as per 7<sup>th</sup> CPC i.e. PB -3 with GP of 5400/- as per 6<sup>th</sup> CPC or its equivalent.</li> <li>ii) For MBBS degree holders, at least 10 years experience as Medical Officer in level 10 of pay matrix as per 7<sup>th</sup> CPC i.e. PB -3 with GP of 5400/- as per 6<sup>th</sup> CPC or its equivalent.</li> </ul>
7.	In case of recruitment by deputation.	<p><b><u>Deputation (including short term Contract):</u></b></p> <p>Medical Officers of the Central/ State or similar services/semi-govt./PSU/Statutory or Autonomous Organization, University /Institution of National Importance:</p> <p><b><u>Experience:</u></b></p> <ul style="list-style-type: none"> <li>a. i. Holding analogous post or</li> <li>ii. With at least 5 years regular service in Pay level 11 (7<sup>th</sup> CPC) i.e. PB-3 with GP of Rs. 6600/- as per 6<sup>th</sup> CPC or equivalent,</li> <li>b. Possessing educational qualification as prescribed in Row 6.</li> </ul>

Note:

- i. The Medical qualifications possessed by the candidates should have the recognition of the Medical Council of India.
- ii. Completion of compulsory Rotating internship Certificate, [Registration Certificate, an official document showing name of college/ institution from where degree/diploma has been done and official document showing name of the institution from where experience has been gained, are required.]

(Prof. Rana Roy)  
Registrar (Acting)





10. Current Areas of Research :  
( Only for academic positions )

11. Academic Record starting with Secondary Education ( Please attach copies of Certificates )

[illegible]

12. Employment: ( Please attach copies of experience certificates )

Employer	Position held	Date of Joining	Date of Leaving	Pay with Scale of Pay

12.1. Have you ever been discharged/suspended from any position ? If Yes, state reasons :

13. Special Awards/Honours received, if any :

[illegible]



## 14. Membership of Professional Bodies :

Name of Body	Status of Membership : Life/Annual

## 15. Please mention below best five research publications (in referred journals only) and attach separate list of all publications :

Sl.No.	Year	Title of Publication	Name of Journal
1.			
2.			
3.			
4.			
5.			

## 16. Name and addresses of three Referees ( at least one of them should be from your present organisation who is familiar with your recent work )

	1	2	3
Name			
Occupation or position			
Address			
Fax			
E-mail			
☎ No.			

**17. Statement of Objectives ( to be filled up in Candidate's own hand writing )**

- a) Please indicate as to why you wish to join Indian Institute of Engineering Science and Technology, Shibpur
- b) How in your opinion do you meet the job requirements as advertised
- c) A short paragraph about the research/teaching/development projects you would like to undertake and the course that you would like to handle at UG and PG levels

18. I hereby declare that I have carefully read and understood the instructions and particulars supplied to me, and that all entries in this form as well as attached sheets are true to the best of my knowledge and belief.

There are  sheets attached to this form .

Date :

Place:

( Signature of Applicant )

**Note :** i) Use separate sheet if necessary for any of the above items.

ii) Please submit six photo copies of this form ( duly filled in ) along with the original.

List of enclosure :

- 1.
- 2.
- 3.
- 4.
- 5.