



NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT

Engagement of Bank's Medical Officer (BMO) **on contract basis with fixed hourly remuneration**

Applications are invited from eligible candidates for one post of **Bank's Medical Officer (BMO)** on contract basis, with fixed hourly remuneration for the dispensary of NABARD at its Staff Quarters located at Thakur Complex, Kandivali (East), Mumbai - 400101. The application should reach the Chief General Manager, Human Resource Management Department, National Bank for Agriculture and Rural Development, Head Office, Plot No. C-24, "G" Block, Post Box No. 8121, Bandra Kurla Complex, Bandra (East), Mumbai- 400051 **on or before 04 March 2019. A scanned copy of application with all documents may be sent by mail to recruitment@nabard.org.**

Eligibility Criteria:

- i. Applicant should possess MBBS degree in the allopathic system of medicine of any university recognized by the Medical Council of India.
- ii. Candidates having post graduate degree in General medicine can also apply.
- iii. The applicant should have a minimum of two (2) years' experience in any hospital or clinic as a Medical Practitioner.
- iv. The applicants should have their own dispensary or place of residence within a radius of 3-5 kms from the Bank's dispensary at the afore mentioned location.
- v. The applicant should not be more than 55 years of age as on the date of advertisement.

Other Criteria:

- vi. The remuneration of the BMO on contract basis will be fixed with reference to the actual duty hours performed and will be all inclusive.
- vii. The Contract for engagement will be for a period of one year and on completion of the contract, the same may be further renewed after review.
- viii. The rate of remuneration and the duty hours is tabulated below :

| Sr. No. | Location of Dispensary | Tentative Working Hours | Remuneration |
|----------------|--|--|--|
| 1 | NABARD Nagar, Thakur Complex, Kandivali (East), Mumbai - 400 101. | 7.00 hrs. to 10.00 hrs. (3 hrs.) (Monday to Saturday) | Rs.750/- per hour for the period of contractual service. Out of total monthly remuneration so payable, a sum of Rs.1000/- per month may be treated as conveyance expense. The facility of mobile charges @ Rs. 1000/- per month would be available on reimbursement basis. |

- ix. NABARD reserves the right to review the rate of remuneration from time to time and **alter the duty hours and location of dispensary at its discretion**, in case it becomes expedient to suit administrative and operative requirements. Accordingly, the selected candidate/s may have to attend dispensaries of the Bank as advised from time to time in addition to those mentioned above.
- x. Interested and eligible candidates may please make an Application in the attached format only. The application should be sent in a cover super scribed '**Application for the post of BMO on contract basis**'

Selection Procedure:

- xi. NABARD, Head Office will be conducting an interview for selection of Bank's Medical Officer (BMO) on contract basis, with fixed hourly remuneration.
- xii. Selection will be made through interview of eligible candidates. The Bank reserves the right to raise the minimum eligibility standards etc., in order to limit the number of candidates to be called for interview. The decision of the Bank in this regard will be final. The Bank will not entertain any correspondence with the applicants who have not been called for the interview.
- xiii. The candidate selected for the post will be required to submit a fitness certificate from Registered Medical Practitioner.
- xiv. Candidate selected for the post will be appointed subject to acceptance of Terms and Conditions as per **Annexure**.
- xv. **The tentative date of appointment will be 01 April 2019.**

Note: In case of any dispute, English version will prevail.

Terms and Conditions

- i. Your engagement would be initially for a period of one year which may be extendable by mutual agreement after a review. The engagement hereunder can be terminated at any time by one month's notice on either side.
- ii. The Bank reserves its right to terminate the contract at any time without any notice if there is a breach of terms and conditions of the contract or your performance is found unsatisfactory, in the opinion of the Bank.
- iii. You will provide medical attention/advice etc. to the staff.
- iv. You will make substitute arrangements of a *locum* acceptable to the Bank at your own cost wherever you are not in a position to attend the dispensary. The name of the substitute doctor may be communicated to us.
- v. You need not attend duties on Bank holidays, however you will not be eligible for Bank holidays in case the total absence including weekly holiday exceeds two consecutive days.
- vi. You shall maintain the strictest secrecy regarding the NABARD's affair and the affairs of its constituents and shall not divulge, directly or indirectly, any information of confidential nature either to a member of the public or the NABARD's staff, unless compelled to do so by judicial or other authority, or unless instructed to do so by the Bank.
- vii. In case of office exigencies, you may be required to attend Bank's dispensary at Bank's Staff Quarters at Kandivali or any other place on non-working days also, if required.
- viii. You will not be provided any residential accommodation by the Bank.
- ix. The identity card issued to you on joining the Bank shall be surrendered on completion of the contract period / termination of contract.

List of Duties

Illustrative list of duties to be performed/services
to be rendered by the BMO on Contract Basis

1. You will provide free administration of injections, dressings etc. on the merits of each case to employees at Bank's dispensary during the dispensary hours.
2. You will issue order forms (Credit slips), if required, on the approved chemists of the Bank for supply of special/costly drugs or injections required for curative purpose to the Bank's staff.
3. You will visit, as and when required by the Bank, any member of the staff at their residence. For such visits, no separate conveyance expenses or any other charges will be payable.
4. You will refer in appropriate cases, staff and their family members to specialists, if considered essential and to certify such essentiality.
5. You will arrange for prophylactic inoculations, etc. for various diseases, at Bank's cost whenever considered necessary by the Bank.
6. You will extend guidance and support for securing hospital facilities in local well-known hospitals for the staff and their family members, when required.
7. If and when required to do so, you will carry out detailed medical check-up and certify in the forms as may be prescribed by the Bank from time to time, as to the state of health and / or fitness for services of any employee of the Bank.
8. If and when required to do so, you will carry out detailed medical check-up and certify in the forms as may be prescribed by the Bank from time to time, as to the state of health and / or fitness for services of any prospective employee who may be selected for appointment in the Bank's service.
9. You will attend duty at Head Office or at its quarters, in case of office exigencies, on non-working day also, if required.
10. You will perform any other related duties as considered necessary by the Bank.

APPLICATION FORM

NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT

**Application for Engagement of Bank's Medical Officer
On Contract basis with fixed hourly remuneration at NABARD**

| |
|---|
| Fix recent passport Size photograph |
|---|

1. Name in full : Shri / Smt./Kum _____

(to be given in block letter, Surname to be stated first)

2. Father / Husband's Name: _____

3. (a) Address in full:

| Residence | Dispensary |
|-----------|------------|
| | |

(b) Phone No.: _____

Mobile No.: _____

E-mail ID : _____

(c) Approximate distance from the Bank's Dispensary located at Thakur Complex, Kandivali (East), Mumbai

| Address | Distance from Residence (in Kms). | Distance from Dispensary (in kms.) |
|---------|-----------------------------------|------------------------------------|
| | | |

4. Date of Birth

:

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| | | | | | | | |
| D | D | M | M | Y | Y | Y | Y |

5. Nationality : _____

6. Whether belongs to SC/ST/OBC/UR (General): SC / ST / OBC / UR(Gen)

7. Educational Qualifications :
(Indicate degree / diploma obtained, in the order of highest to least)

| Degree/Diploma | University/Board | Year of passing | Class/Rank |
|-----------------------|-------------------------|------------------------|-------------------|
| | | | |
| | | | |
| | | | |

8. Particulars of any other Courses in
Medicine completed by the applicant : _____

9. Details of experience :
(Experience after graduation should only be stated)

| Experience | Place | From | To | Period | |
|------------------------------|--------------|-------------|-----------|---------------|----------------|
| | | | | Year/s | Month/s |
| In hospital (as a Physician) | | | | | |
| As General Practitioner | | | | | |

10. Any other factors which the Applicant :
would like to bring into account for
considering his/her Application

11. Particulars of any prosecution/detention/
fine /Conviction/Sentence against you awarded
by any Court of Law for any offence, if any :

I hereby declare that the information and particulars given by me in this form are true and correct. I also note that if any of the above statements are incorrect or false or if any material information or particulars have been suppressed or omitted therefrom, my engagement is liable to be terminated without notice or compensation in lieu thereof.

Place :

Date :

(Signature of the applicant)

INSTRUCTIONS

1. All the details in the Application Form are to be filled up completely by the applicant, as incomplete Forms are liable to be rejected.
2. Self-Attested copies of relevant certificates regarding age, educational qualifications, Medical Registration, caste, experience etc., should be attached with the Application Form.
3. If the candidate is working as a Medical officer for any institution the details thereof and working hours therein should be indicated.
