

DISTRICT HEALTH & FAMILY WELFARE SAMITI PURBA MEDINIPUR DISTRICT

Registration No. – S/IL/10904 of 2002 – 2003

Tamluk, Purba Medinipur, PIN – 721636

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Phone : (03228) 270437

Memo No. DH&FWS/MID-E/ 725 /2020-21

Date – 10.08.2020

ENGAGEMENT NOTICE

Applications are invited from eligible candidates for engagement to the post of different categories of staff (on contractual) for three months for running RT-PCR laboratories at Tamluk District Hospital, Purba Medinipur. It is also mentioned that the vacancy may vary. Details are given in the table below :-

Sl. No.	Name of Post / Designation	Number of Vacancies	Essential Qualification	Age	Remuneration	Selection Procedure
1	Medical Microbiologist / Molecular Biologist	02	MD Microbiology with experience in RT – PCR / Molecular Biologist having experience in Molecular Virology.	40 years or less as on 01.01.2020 with relaxation for SC / ST / OBC candidates as Govt. norms	Rs. 40,000.00 / Month	Academic Qualification, Experience, Interview
2	Data Entry Operator (DEO)	04	Educational Qualification: - Graduate from any recognized university and having at least 1 (One) year Diploma / Certificate course in Computer Application from Govt. registered institution. Technical Knowledge:- Working knowledge of computers with operating knowledge of MS word, MS Excel, MS power point, Internet and having a minimum typing speed of 30 w.p.m Working Experience : - Minimum 3 years experience in Govt. Sector or 5 years experience in data recording and data analysis in Private Sector and Preferably having experience in handling of official correspondence.	40 years or less as on 01.01.2020 with relaxation for SC / ST / OBC candidates as Govt. norms	Rs.13,000/- / Month	Academic Qualification, computer test.
3	Medical Technologist, (Lab.)	04	Higher Secondary Passed (10+2) from a recognised Board / Institute with physics, Chemistry and Biology / mathematics and Diploma in Medical Laboratory Technology recognized by the West Bengal state medical faculty / AICTE. Knowledge in Computer, MS Office, Internet is required.	40 years or less as on 01.01.2020 with relaxation for SC / ST / OBC candidates as Govt. norms	Rs.17,000/- / Month	Academic Qualification, Computer test.

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All the above mentioned posts are purely contractual and temporary in nature with initial period for three months (Likely to be extended on satisfactory performance and as per approval of state authority). The selection will be done on the basis of Academic Qualification &/or Experience & /or Computer Test &/or Interview).

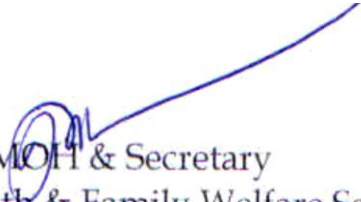
The candidates may apply as per **FORMAT** annexed herewith on A4 size plain paper along with necessary supporting documents:

1. One Self Attested Photo pasted in the given box of application format.
2. Self Attested photocopies of –
 - i) Admit of Madhyamik / Equivalent (as proof of Age)
 - ii) Voter / ADHAAR Card (as proof of Address & Photo Identity)
 - iii) All necessary Marksheet of all educational qualification starting from Madhyamik/Equivalent.
 - iv) Experience Certificate (Offer/Joining letter will not be accepted) from appointing authority mentioning joining date, tenure and date of resignation/retirement (if applicable).

The application should reach to the Office of the CMOH & Secretary, District Health & Family Welfare Samiti, Purba Medinipur, Pin-721636 through e-mail to : purbamedinipurcmoh@gmail.com mentioning "Application for the post of -----" on or before 16th August, 2020 positively.

List of all eligible candidates along with details of Scheduled of Examination / Computer Test / Interview / Document verification will be published in the Notice Board of the Office of the CMOH, Purba Medinipur and also in the website in due time. **Tentative schedule is given below:**

Last date of submission of application through e-mail to: purbamedinipurcmoh@gmail.com	:	16 th August, 2020
Publication of list of eligible candidates in the Notice Board of CMOH, Purba Medinipur and also in the website	:	17 th August, 2020
Selection of candidates through Computer Test / Interview /Examination	:	18 th August, 2020
Publication of result	:	18 th August, 2020
Issuance of Engagement letter	:	19 th August, 2020


CMOH & Secretary
District Health & Family Welfare Samiti
Purba Medinipur

APPLICATION FORMAT

To,
The CMOH & Secretary,
District Health & Family Welfare Samiti,
Purba Medinipur

Paste recent
Passport size
photograph duly
signed across

APPLICATION FOR THE POST OF _____

Sir,

In response to your advertisement notice no. _____ Date _____ for the post of _____ Post Sl. No. _____, I prefer myself as a candidate. Details of my BIO-DATA is given below :

1. Name (IN BLOCK LETTERS) :
2. Father's Name :
3. Husband's Name (for married female) :
4. Date of Birth (DD/MM/YYYY) :
5. Sex :
6. Marital Status :
7. Caste / Category (Put Tick Mark) : GEN SC ST OBC-A OBC-B PH
8. Address (as mentioned in EPIC/ADHAAR) :
9. Mobile Number :
10. e-Mail ID :
11. Qualification Details :

Sl. No.	Qualification	Year of Passing	Board / University	Total Marks	Marks Obtained	Percentage
01	Madhyamik / Equivalent					
02	HS / Equivalent					
03	Graduation / Equivalent					
04	PG / Equivalent					
05	Others (give details)					

***For Madhyamik calculate marks obtained except additional marks. For HS calculate marks obtained as total of two compulsory languages and best three of rest subjects. For honours graduates calculate total marks & marks obtained only for Honours Subjects.**

12. Computer Knowledge details :

Sl. No.	Name of Institution	Year of Passing	Course Duration	Course Name & Modules Covered
01				
02				
03				

13. Experience Details :

Sl. No.	Details of employer (Organisation Name & Address)	Joining Date	Working Tenure (In complete Years)	Designation & JOB DESCRIPTION
01				
02				
03				
04				
05				

Declaration

I do hereby declare that particulars furnished above are all correct.

Place :

Date :

Signature of Applicant

N.B: THE NAME OF THE POST SHOULD BE SUPERSCRIPED IN THE TOP OF THE ENVELOP (*IN THE SAME MANNER AS MENTIONED IN THE RECRUITMENT NOTICE*) OTHERWISE APPLICATION WILL BE TREATED AS CANCELLED