



**OFFICE OF THE DEAN & PRINCIPAL,  
IAHARAJA KRISHNA CHANDRA GAJAPATI MEDICAL COLLEGE,  
BRAHMAPUR.760 004, GANJAM, ORISSA.**

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No. 7085 /Welfare/2024/

Dt. 21/06/24

**RECRUITMENT ADVERTISEMENT**

Applications are invited for eligible candidates for engagement against the following category of post on consolidated basis for NPAC, ICMR Non-Institutional Project in Department under Cardiology department of MKCG Medical College, Berhampur under ICMR.

Sl.No.	Category of the post	No. of Posts	Remuneration per month
1.	Project Technical Support-1 (One post)	1	Rs.18,000/- + HRA

Interested candidates fulfilling the eligibility criteria can apply for the above posts through speed post within the stipulated date & time. The details are available in the website [www.mkcgmch.org](http://www.mkcgmch.org). The last date for submission of application is 15-07-2024.

  
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M.K.C.G. Medical College,  
Berhampur

## **SELECTION PROCESS**

### **GENERAL CONDITIONS:-**

1. Candidate must be a Citizen of India.
2. Candidate must have bear Good Character.
3. Candidate must be of Sound Health, good physique and free from organic defects or bodily infirmity or contagious disease.
4. Have not more than one spouse living, if married.
5. Appointment will be made on project mode and purely temporary in nature, co-terminus with the project. Candidate shall have no claim for regular appointment. (An undertaking must be submitted during the time of joining)
6. The selected candidates will have to undertake that they will not claim any financial benefits other than the monthly remuneration fixed by DHR.
7. The authority reserves the right to cancel this advertisement at any time without assigning any reason thereof.
8. Any legal dispute is subject to the jurisdiction of Court(s) situated at Berhampur, Ganjam, Odisha.
9. No TA/DA will be paid for appearing in the interview for joining the assignment and for the period of work.
10. Candidate must have no criminal record, the police verification certificate is required to be submitted at the time of joining service.
11. Age Limit:- She/He must have attained the age of 21 years & not above 35 years. Relaxation for SC/ST & other category will be followed as per rules.
12. Registration: The candidate must have registered her/his name in respective Council in the State and have possessed valid registration certificate as on the date of advertisement as the case may be.

  
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13.Educational Qualification:

Sl. No.	Post Name	DESIRABLE QUALIFICATION CRITERIA MODIFIED FOR THE NACP INDIA STUDY
1	Project Technical Support 1 (One-Post)	<ul style="list-style-type: none"><li>• Bachelor's Degree public health/social/science/life sciences/health care management or related field from a recognized institution/university.</li><li>• Ability to read, write, communicate and type in English.</li><li>• Ability to use Microsoft Excel, Word and Power Point.</li><li>• Ability to use Microsoft Excel, Word and Power Point.</li><li>• Ability to communicate, read, and write in the local language.</li></ul> Preference may be given to <ul style="list-style-type: none"><li>• Experience in data collection, data analysis, data monitoring etc.</li></ul>

**Job Description:**

1. Assist the site Principal Investigator in screening for potential participants and getting consent and recruit participants for the study at the guidance of site Principal Investigator.
2. Assist the site Principal Investigator in filling offline and online case report forms.
3. Participate in the weekly online monitoring meetings organized by the central coordinating site.
4. Being a single point of contact for staff from the central coordinating site.
5. Coordinate with the obstetrics and the cardiology teams of the participating site to ensure the study protocol is followed.
6. Maintain all required records related to the study.
7. Assist the PI in organizing follow up visits of the participants.
8. In addition to the above, any other job pertaining to the study as informed periodically by the central coordinating site and site Principal Investigator.

#### 14. Process of Finalization of Merit List

Career Assessment: The career assessment would be done for individual applicant using following criteria:

Sl. No.	Examination	Weight age
	Post Name	Project Technical Support 1 (One post)
1	HSC (Excluding 4 <sup>th</sup> Optional)/ equivalent	25%
2	+2 (excluding 4 <sup>th</sup> optional) /equivalent	25%
3	Graduation	50%

NB : If the number of eligible candidate is more than 30 a walk in interview or a written test will be conducted. Accordingly the weightage will be calculated by the selection committee.

15. Constitution of Selection committee: The Committee shall Consists of the following members, namely:

Sl. No.	Name of the member	Position
1.	Dean & Principal, MKCG MC, Berhampur	Chairman
2.	Superintendent, MKCG MCH	Member
3.	Registrar Administration, MKCG MCH, Berhampur	Member
4.	Professor & HOD Cardiology	Member

The recommendation of the committee shall valid notwithstanding the absence of any one of its members other than the Chairman, provided that the members so absenting must have been duly invited to attend the meeting of the Board.

16. Procedure of finalization of merit list by the Committee:

- After receipt of applications received within the prescribed date, the application will be scrutinized by the selection committee & prepare a sort list at the 1:20 ratio.
- Than original certificate verification & interview will be conducted for the sort listed candidates.
- The merit list will be prepared by the committee accordingly to the mark secured & weightage as per point No.14.
- After finalization of the merit list the Dean & principal will issue engagement order to the candidate starting from the top of the merit list.
- The merit list will be valid for a period of one year or closer of the scheme whichever is earlier. If a candidate refuses or did not join in the post within the stipulated time than the candidate next below the top candidate in the merit list will be considered for engagement. For one post 3 candidate will be placed in the merit list i.e 1:3 ratio.

17. In any candidate is found to have suppressed any material information or furnished false information /documents, his /her service shall be terminated forthwith. Candidates who have been disengaged from service on administrative ground such as disobedience/ poor performance/ misbehavior / criminal activities etc. are not eligible to apply. Incomplete application in any form will be rejected.

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18.If any dispute arises during the selection process, the decision of the committee is final.

**N.B:**

- i. Since the engagement are on contract basis & single post no reservation policy is applicable for selection as per ORV act.
- ii. One month notice must be given by the candidate before resign from the post.
- iii. Appointment in the project will be on contract basis for the duration of the project. The contract may be extended on yearly basis or till the project is completed, whichever is earlier subject to performance evaluation by project investigator .

No personal query will be entertained, the authority reserves the rights of accepting/rejecting any application without assigning any reasons thereof.

  
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Berhampur

**APPLICATION FORM FOR THE POST OF PROJECT TECHNICAL SUPPORT-1  
FOR NPAC, CARDIOLOGY DEPARTMENT OF MKCG MEDICAL COLLEGE,  
BERHAMPUR**

[Put tick mark on whichever is applicable]

1. Name:				Space for passport photographer	
2. Qualification:					
3. Name of Post applied:					
4. Present Occupation:					
5. Address for communication (with mobile no & email id):					
6. Sex:					
7. Domicile state:					
8. Nationality:					
9. Date of Birth:					
10. Mark Secured:					
Examination	Board/ University	Year of Passing	Full marks (excluding 4 <sup>th</sup> optional)	Mark secured (excluding 4 <sup>th</sup> optional)	Extra chances taken
10th / HSC					
+2 / SSC					
Graduation					

  
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11. Work Experience				
Organisation	Position held	Period		Duration in years
		From	To	

12. Document enclosed

HSC pass certificate	HSC mark sheet
+2 pass certificate	+2 mark sheet
Graduation pass certificate	Graduation mark sheet

11. Declaration:

I, ..... do here By declare that , all the information provided in this application form are true to the best of my knowledge, in case it is found to be false my candidature for the post will be forfeited anytime during or after the selection to the post and legal action as deemed fit shall be Initiated against me.

Place: \_\_\_\_\_ Full Signature of the Applicant

Date: \_\_\_\_\_

**The following are required to be submitted:**

1. Dully filled in and signed application in the prescribed format
2. Any Photo ID card (Aadhar, PAN, Voter ID)
3. Self attested photocopy of the Testimonials & other documents
4. Two Pass Port Size Photographs