



TATA MEMORIAL CENTRE
TATA MEMORIAL HOSPITAL, PAREL, MUMBAI
AN AUTONOMOUS BODY UNDER THE DEPARTMENT OF ATOMIC ENERGY, GOVT. OF INDIA

Advt.No.**TMC/AD/146/2023**

19.12.2023

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, 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 in various departments available in TMC are listed below :

1.) MEDICAL OFFICER 'E' (NUCLEAR MEDICINE) : (02-UR)

Level	Level 12 [Pre-revised PB-3, Rs.15600-39100 + 7600 GP]
Level of Pay in Pay Matrix	Rs.78,800/- Level 12, Cell 1 + Allowances applicable
Age :Upper Age limit as on : 09.01.2024	45 years.
Qualification & Experience :	M.D. / D.N.B. (Nuclear Medicine) or equivalent degree in Nuclear Medicine recognized by National Medical Commission with 3 Years' post M.D. / D.N.B. experience in Nuclear Medicine in a Teaching Hospital. Candidates with less than 3 years' experience after post graduation will be considered for lower grade, if there are no suitably experienced candidates.
LOCATION	Homi Bhabha Cancer Hospital & Research Centre, Vizag.

2.) MEDICAL OFFICER 'E' (MEDICAL ONCOLOGY) (ADULT HAEMATOLYMPHOID) :
(01-UR HBCHRC, PUNJAB / 01-UR HBCHRC, VIZAG)

Level	Level 12 [Pre-revised PB-3, Rs.15600-39100 + 7600 GP]
Level of Pay in Pay Matrix	Rs.78,800/- Level 12, Cell 1 + Allowances applicable
Age :Upper Age limit as on : 09.01.2024	45 years.
Qualification & Experience :	D.M. / D.N.B. (Medical Oncology / Haematology) or equivalent postgraduate degree recognized by National Medical Commission OR M.D. / D.N.B. (Medicine) or equivalent postgraduate degree recognized by National Medical Commission with 3 Years' post M.D./ D.N.B. experience in Medical Oncology or Clinical Haematology in a Teaching Hospital. Candidates with less than 3 years' experience after post graduation will be considered for lower grade, if there are no suitably experienced candidates.
LOCATION	1.) Homi Bhabha Cancer Hospital & Research Centre, Mullanpur, Punjab. 2.)Homi Bhabha Cancer Hospital & Research Centre, Vizag.

3.) MEDICAL OFFICER 'F' (MEDICAL ONCOLOGY) : (01-UR HBCHRC, PUNJAB / 01-UR HBCHRC, VIZAG)

Level	Level 13 [Pre-revised PB-4 (Rs.37400-67000)+ 8700 GP]
Level of Pay	Rs.1,23,100/- Level 13, Cell 1 + Allowances applicable
Age :Upper Age limit as on : 09.01.2024	50 years
Qualification & Experience :	D.M. / D.N.B. (Medical Oncology) or equivalent postgraduate degree recognized by National Medical Commission with minimum 5 years' post D.M. / D.N.B. experience in Medical Oncology OR M.D. / D.N.B. (Medicine) or equivalent postgraduate degree recognized by National Medical Commission with 8 Years' post M.D./ D.N.B. experience in Medical Oncology in a Teaching Hospital.
LOCATION	1.) Homi Bhabha Cancer Hospital & Research Centre, Mullanpur, Punjab. 2.)Homi Bhabha Cancer Hospital & Research Centre, Vizag.

4.) MEDICAL OFFICER 'E', INTENSIVIST (CRITICAL CARE): (01-UR)

Level	Level 12 [Pre-revised PB-3, Rs.15600-39100 + 7600 GP]
Level of Pay	Rs.78,800/- Level 12, Cell 1 + Allowances applicable
Age :Upper Age limit as on : 09.01.2024	45 years.
Qualification & Experience :	D.M. (Critical Care) or equivalent OR M.D. / D.N.B.(Anaesthesia / General Medicine / Pulmonary Medicine / Paediatrics) or equivalent postgraduate degree recognized by National Medical Commission with 3 years' post M.D. / D.N.B. experience in Critical Care. Candidates with less than 3 years' experience after M.D. / D.N.B. will be considered for lower grade , if there are no suitably experienced candidates.
LOCATION	Homi Bhabha Cancer Hospital & Research Centre, Vizag.

5.) MEDICAL OFFICER 'E', (PALLIATIVE MEDICINE) : (01-UR)

Level	Level 12 [Pre-revised PB-3, Rs.15600-39100 + 7600 GP]
Level of Pay in Pay Matrix	Rs.78800/- Level 12, Cell 1 + Allowances applicable
Age :Upper Age limit as on : 09.01.2024	45 years.
Qualification & Experience :	M.D. / D.N.B. (Palliative Medicine) OR M.D. / D.N.B.(General Medicine / Pediatrics / Psychiatry / Anesthesia / Radiation Oncology) or equivalent post graduate degree recognized by National Medical Commission with minimum 3 years' post M.D. /D.N.B.experience in Palliative care in a large hospital or cancer centre. Candidates with less than 3 years' experience after post graduation will be considered for lower grade, if there are no suitably experienced candidates. A Post Graduate Diploma or Certified Training in Palliative Medicine of atleast 1 year duration is desirable.
LOCATION	Homi Bhabha Cancer Hospital & Research Centre, Mullanpur Punjab

6.) MEDICAL OFFICER 'D' (PALLIATIVE MEDICINE) : (01-UR)

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 : 09.01.2024	40 years.
Qualification & Experience :	M.D. / D.N.B. (Palliative Medicine) OR M.D. / D.N.B. (General Medicine / Pediatrics / Psychiatry / Anesthesia / Radiation Oncology) or equivalent postgraduate degree recognized by National Medical Commission with 01 year post M.D. / D.N.B. experience in Palliative care in a large hospital or cancer centre. A Post graduate Diploma or Certificate Training in Palliative Medicine of atleast 01 year duration is desirable.
LOCATION	Homi Bhabha Cancer Hospital & Research Centre, Vizag.

7.) MEDICAL OFFICER 'F' (RADIATION ONCOLOGY) : (01-UR)

Level	Level 13 [Pre-revised PB-4 (Rs.37400-67000)+ 8700 GP]
Level of Pay	Rs.1,23,100/- Level 13, Cell 1 + Allowances applicable
Age :Upper Age limit as on : 09.01.2024	50 years
Qualification & Experience :	M.D. / DNB (Radiation Oncology / Radiotherapy) or equivalent postgraduate degree recognized by National Medical Commission with minimum 8 years Post M.D. / DNB experience in Radiation Oncology.
LOCATION	Homi Bhabha Cancer Hospital & Research Centre, Mullanpur Punjab

8.) MEDICAL OFFICER 'F' (SURGICAL ONCOLOGY) : (01-UR)

Level	Level 13 [Pre-revised PB-4 (Rs.37400-67000)+ 8700 GP]
Level of Pay	Rs.1,23,100/- Level 13, Cell 1 + Allowances applicable
Age :Upper Age limit as on : 09.01.2024	50 years
Qualification & Experience :	M.Ch. (Surgical Oncology) or equivalent postgraduate degree recognized by National Medical Commission with 5 years' post M.Ch experience. OR M.S. / D.N.B. (General Surgery / ENT) or equivalent postgraduate degree recognized by National Medical Commission with 8 years' post M.S. /D.N.B. experience in teaching institute.
LOCATION	Homi Bhabha Cancer Hospital & Research Centre, Mullanpur Punjab

9.) MEDICAL OFFICER 'F' (PATHOLOGY) : (01-UR)

Level	Level 13 [Pre-revised PB-4 (Rs.37400-67000)+ 8700 GP]
Level of Pay	Rs.1,23,100/- Level 13, Cell 1 + Allowances applicable
Age :Upper Age limit as on : 09.01.2024	50 years
Qualification & Experience :	M.D. / D.N.B. (Pathology) or equivalent postgraduate degree in Pathology recognized by National Medical Commission with 8 years' post M.D. / D.N.B. experience in Pathology in a Teaching Hospital. Experience in Onco-Pathology, Cytology and / or Molecular Pathology is desirable.
LOCATION	Homi Bhabha Cancer Hospital & Research Centre, Mullanpur Punjab

10.) MEDICAL OFFICER 'E' (MEDICAL ONCOLOGY) : (02-UR)

Level	Level 12 [Pre-revised PB-3, Rs.15600-39100 + 7600 GP]
Level of Pay	Rs. 78800/- Level 12, Cell 1+ Allowance applicable
Age :Upper Age limit as on : 09.01.2024	45 years
Qualification & Experience :	D.M. / D.N.B. (Medical Oncology) or equivalent postgraduate degree recognized by National Medical Commission OR M.D. / D.N.B. (Medicine) or equivalent postgraduate degree recognized by National Medical Commission with 3 Years' post M.D./ D.N.B.(Medicine) experience in Medical Oncology in a Teaching Hospital. Candidates with less than 3 years' experience after post graduation will be considered for lower grade, if there are no suitably experienced candidates.
LOCATION	Homi Bhabha Cancer Hospital & Research Centre, Mullanpur Punjab

11.) MEDICAL OFFICER 'E', (INTERVENTIONAL RADIOLOGY): (01-UR)

Level	Level 12 [Pre-revised PB-3, Rs.15600-39100 + 7600 GP]
Level of Pay in Pay Matrix	Rs.78800/- Level 12, Cell 1 + Allowances applicable
Age :Upper Age limit as on : 09.01.2024	45 years.
Qualification & Experience :	D.M. (Intervention Radiology) or equivalent postgraduate degree recognized by National Medical Commission OR M.D. / D.N.B. (Radiodiagnosis) recognized by National Medical Commission with 03 years' post M.D./ D.N.B. experience in Interventional Radiology.
LOCATION	Homi Bhabha Cancer Hospital & Research Centre, Mullanpur Punjab

12.) MEDICAL OFFICER 'E', (GENERAL MEDICINE) : (01-UR)

Level	Level 12 [Pre-revised PB-3, Rs.15600-39100 + 7600 GP]
Level of Pay in Pay Matrix	Rs.78800/- Level 12, Cell 1 + Allowances applicable
Age :Upper Age limit as on : 09.01.2024	45 years.
Qualification & Experience :	M.D. / D.N.B. (Internal Medicine) or equivalent post graduate degree recognized by National Medical Commission with Minimum 3 years experience after post graduation. Candidates with less than 3 years experience will be considered for lower grade, if there are no suitably experienced candidates.
LOCATION	Homi Bhabha Cancer Hospital & Research Centre, Mullanpur Punjab

13.) MEDICAL OFFICER 'E', (URO ONCOLOGY) : (01-UR)

Level	Level 12 [Pre-revised PB-3, Rs.15600-39100 + 7600 GP]
Level of Pay in Pay Matrix	Rs.78800/- Level 12, Cell 1 + Allowances applicable
Age :Upper Age limit as on : 09.01.2024	45 years.
Qualification & Experience :	M.Ch.(Urology) / M.Ch.(Surgical Oncology) or equivalent postgraduate degree recognized by National Medical Commission with minimum 1 year experience in Urology either during M.Ch training or Post M.Ch.
LOCATION	Homi Bhabha Cancer Hospital & Research Centre, Mullanpur Punjab

14.) MEDICAL OFFICER 'E', RADIO DIAGNOSIS : (01-UR)

Level	Level 12 [Pre-revised PB-3, Rs.15600-39100 + 7600 GP]
Level of Pay	Rs.78,800/- Level 12, Cell 1 + Allowances applicable
Age :Upper Age limit as on : 09.01.2024	45 years.
Qualification & Experience :	M.D. / D.N.B. (Radiology / Radio-diagnosis) or equivalent postgraduate degree recognized by National Medical Commission with 3 years' post M.D./ D.N.B. experience in Radiodiagnosis in a teaching hospital. Candidates with less than 3 years' experience after post graduation will be considered for lower grade, if there are no suitably experienced candidates.
LOCATION	Homi Bhabha Cancer Hospital & Research Centre,Mullanpur Punjab

15.) MEDICAL SUPERINTENDENT -I: (01-UR)

Level	Level 12 [Pre-revised PB-3, Rs.15600-39100 + 7600 GP]
Level of Pay	Rs.78,800/- Level 12, Cell 1 + Allowances applicable
Age :Upper Age limit as on : 09.01.2024	45 years.
Qualification & Experience :	M.B.B.S or B.D.S. from a recognized university in India OR a Medical qualification included in the First Schedule or Second Schedule or Part II of the Third Schedule of the Indian Medical Council Act, 1956. (Persons possessing qualifications included in Part II of Third schedule should also fulfil the conditions specified in Section 13(3) of the Act) AND a) A Postgraduate qualification such as MD or DNB in Hospital/ Healthcare Administration or a recognized equivalent qualification, with 3 years' experience in Hospital Administration, after obtaining the P.G. Degree, in hospitals with minimum 300 beds. OR b) A Full Time M.H.A. (Masters in Hospital/ Healthcare Administration / Management) or a Full Time M.B.A. or a Full Time Post Graduate Degree recognized as equivalent to MBA by AICTE/ AIU with 4 years' experience in Hospital Administration, after obtaining the P.G. Degree, in hospitals with minimum 300 beds.
LOCATION	Homi Bhabha Cancer Hospital & Research Centre, Vizag

16.) OFFICER-IN-CHARGE (DISPENSARY): (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 : 09.01.2024	40 years.
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 with 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. OR MBBS from a recognized university with National Medical Commission 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.</p>
LOCATION	Homi Bhabha Cancer Hospital & Research Centre, Vizag.

17.) SCIENTIFIC ASSISTANT 'C' (NUCLEAR MEDICINE) : (01-UR)

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 + Allowances applicable
Age :Upper Age limit as on : 09.01.2024	35 years.
Qualification & Experience :	<p>B.Sc (Physics/ Chemistry/ Biology/ Nuclear Medicine or equivalent) with PGDFIT/ DMRIT and RSO Level-II (Nuclear Medicine) examination conducted by RPAD/ AERB with minimum 01 year experience post qualification is required in the relevant field.</p> <p style="text-align: center;">OR</p> <p>B.Sc (Nuclear Medicine Technology + PGDNMT (4 years integrated program) and RSO Level-II (Nuclear Medicine) examination conducted by RPAD/ AERB with minimum 01 year experience post qualification is required in the relevant field.</p> <p style="text-align: center;">OR</p> <p>B.Sc (Nuclear Medicine Technology((3 years program) and RSO Level-II (Nuclear Medicine)) examination conducted by RPAD/ AERB with minimum 03 years experience post qualification is required in the relevant field.</p> <p style="text-align: center;">OR</p> <p>M.Sc (Nuclear Medicine Technology) or equivalent course in nuclear medicine technology and RSO Level-II (Nuclear Medicine) examination conducted by RPAD/ AERB.</p>
LOCATION	Homi Bhabha Cancer Hospital & Research Centre, Vizag.

18.) SCIENTIFIC ASSISTANT 'B' (INFORMATION TECHNOLOGY- PROGRAMMER) : (02-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 : 09.01.2024	30 years.
Qualification & Experience :	<p>B.E (I.T./ Computer Science) or B.Sc. (I.T./ Computer Science) or B.C.A. or any equivalent qualification from a recognized university with minimum 2 years of professional programming experience in .Net technology and working knowledge of SQL, Crystal Report & RDBMS and Web technology. Knowledge of C#, .Net and MVC is essential. Past experience of working in healthcare industry especially HIS, Inventory Management Modules, FMS will be preferable.</p> <p>Candidates should be able to work independently on new development, testing, roll-out and maintenance. Mobile application development will be advantageous.</p> <p>Knowledge of Java, Java Script, PHP is preferable.</p>
LOCATION	Tata Memorial Hospital, Parel, Mumbai.

19.) FOREMAN, CIVIL : (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 : 09.01.2024	35 years.
Qualification & Experience :	<p>10th Std plus ITI (Plumbing) 01 years full time course from Govt. recognized Institute with 08 years post qualification experience OR ITI (Plumbing) plus NCTVT with 07 years post qualification experience OR Diploma in Civil Engineering with 03 years post qualification experience .</p> <p>Candidate should have working experience in Construction / Maintenance of Industrial / Commercial / Hospital Buildings.</p> <p>ITI (Plumbing) or ITI (Plumbing) +NCTVT candidates shall have minimum 03 years post qualification experience as a Supervisor / Foreman category.</p>
LOCATION	Homi Bhabha Cancer Hospital & Research Centre, Vizag.

20.) SCIENTIFIC ASSISTANT 'B' (MOLECULAR PATHOLOGY) : (01-OBC)

Level	Level 6 [Pre-revised PB-2, Rs.9300-34800 + 4200 GP]
Level of Pay	Rs.35,400/- Level 6, Cell 1 + Allowances applicable
Age :Upper Age limit as on : 09.01.2024	30 years.
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 1 year working experience in Surgical Pathology Laboratory, Cytopathology Laboratory and/or Biorepository OR B.Sc in Medical Laboratory Technology with 50% marks from a Government recognized Institute/university with minimum 2 years experience in Surgical Pathology Laboratory, Cytopathology Laboratory and/or Biorepository. Candidates should possess basic computer skills and good laboratory practice and knowledge of English.
LOCATION	Tata Memorial Hospital, Parel, Mumbai

21.) NURSING SUPERINTENDENT GRADE I : (01-UR HBCHRC, PUNJAB / 01-UR HBCHRC, VIZAG)

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 : 09.01.2024	45 yrs
Qualification & Experience :	M.Sc (Nursing) with 12 years' experience out of which 08 years should be teaching /administrative experience including minimum of 4 years in Nursing administration. Ph.D (Nursing) is desirable. Qualification must be from recognized university. Clinical experience will be added advantage.
LOCATION	1.) Homi Bhabha Cancer Hospital & Research Centre, Mullanpur, Punjab. 2.)Homi Bhabha Cancer Hospital & Research Centre, Vizag.

22.) NURSE 'B' : (02-UR, 04-OBC, 04-SC, 02-ST, 02-EWS)

Level	Level 8 [Pre-revised PB-2, Rs.9300-34800 + 4800 GP]
Level of Pay in Pay Matrix	Rs.47,600/- Level 8, Cell 1 + Allowances applicable
Age :Upper Age limit as on : 09.01.2024	35 years.
Qualification & Experience :	General Nursing & Midwifery plus Diploma in Oncology Nursing. OR B.Sc Nursing OR Post Basic B.Sc. Nursing with minimum 06 Years' clinical experience in a 100 bedded hospital Qualification must be from recognized university. Candidates should be eligible to register with Indian Nursing Council/ State Nursing Council. Hepatitis B vaccination to be completed. Clinical experience before post Basic B.Sc. shall also be considered. Preference will be given to candidates with administrative experience / hospital administration course / Oncology experience.
LOCATION	Homi Bhabha Cancer Hospital & Research Centre, Mullanpur Punjab

23.) NURSE 'C' : (02-UR, 01-OBC, 01-SC, 01-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 : 09.01.2024	40 years.
Qualification & Experience :	General Nursing & Midwifery plus Diploma in Oncology Nursing. OR B.Sc Nursing OR Post Basic B.Sc. Nursing. Qualification must be from recognized university. Minimum 12 Years' clinical experience in a 100 bedded hospital. Candidates should be eligible to register with Indian Nursing Council/ State Nursing Council. Hepatitis B vaccination to be completed. Clinical experience before post Basic B.Sc. shall also be considered. Preference will be given to candidates with administrative experience / hospital administration course / Oncology experience.
LOCATION	Homi Bhabha Cancer Hospital & Research Centre,Mullanpur Punjab

24.) PUBLIC RELATIONS OFFICER : (01-UR)

Level	Level 9 [Pre-revised PB-2, Rs.9300-34800 + 5400 GP]
Level of Pay	Rs.53,100/- Level 9, Cell 1 + Allowances applicable
Age :Upper Age limit as on : 09.01.2024	50 yrs.
Qualification & Experience :	Master's degree in Public Relations or Journalism or Mass Communication of a recognized university. The candidates should have experience in public relations involving report writing, interaction with Media, event management, liaison with agencies etc. Candidates working in Government Organization / Public Sector Undertakings / Autonomous Bodies: Candidate must be in Pay Matrix Level-8 (Pre-revised Grade Pay Rs.4800) OR Candidate at Pay Matrix Level-7 (Pre-revised Grade Pay Rs.4600) with 5 years' experience. Candidate working in Private Sector : should have 12 years' experience, out of which 2 years' must be managerial experience. Candidate should be drawing current gross salary of Rs.92,800/- per month. Candidates well versed with Government procedures will be preferred.
LOCATION	Homi Bhabha Cancer Hospital & Research Centre,Punjab.

GENERAL CONDITIONS :

1. For posts at Sr.No.1 to 14 (Medical posts), the Academic designation such as Professor/ Assistant Professor/ Associate Professor etc. will be given after joining as per the National Medical Commission norms.
2. India Citizens, Overseas Citizens of India (OCI) card holders and foreign nationals who fulfill the conditions of qualifications, experience etc. are eligible to apply. The appointment will be subject to necessary clearance/ approval as applicable.
3. Candidates will be eligible for incentives based on individual and institutional performance.
4. (a) Last date for online application is **09.01.2024** upto 05.30 p.m. (Indian Standard Time).
(b) Candidates must send in their candidature through "Online Application" only. Candidates will have to upload required documents mentioned in the form at the time of filling the Online Application.

- (c) Candidates will be initially screened and called for Interview / Written Examination / Skill Test on the basis of information provided by them in the online application form.
- (d) **Incomplete & Online non-submitted applications will be summarily rejected.**
- (e) Candidates who would be called for Interview / Written Examination / Skill Test are required to **carry original documents alongwith one set of copy** in support of the details furnished in the online application form regarding date of birth, qualifications, experience, caste, disability certificate etc., failing which such applicants will not be allowed to appear for Interview / Written Examination / Skill Test.
- (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 website.**
- (v) **Economically Weaker section (EWS)** :Valid income certificate (in format of Government of India) is mandatory.
- (vi) **Persons with Disability** : Physical Disability Certificate
- (vii) **PwBD** : Autism, Intellectual Disability, Specific Learning Disability & Mental illness with disability i.e. Specific Learning Disability (SLD)
- (f) **Through Proper Chanel** : Persons working under Central / State Government / Autonomous Body / Semi Government Organisations and other Public Sector Undertakings must obtain the permission from their Head of the Organisation to apply for the post & to produce the same at the time of Written Examination / Skill test / Interview, failing which they shall not be allowed to appear for Interview / Written Examination / Skill Test.
- (g) **Referees** : Three Referees listed by the candidate should have been associated with the training or supervision of the candidates work.
- (h) 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.
- (i) 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.

- (j) 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.
- (k) Tata Memorial Centre also reserves the right not to call any candidates to appear for Written examination / Interview / Skill test without assigning any reason there of.
- (l) Canvassing in any form will disqualify the candidature.
5. Age & experience will be reckoned as on **09.01.2024**. **Experience will be reckoned post required qualifications.**
6. Reservation of posts under various categories shall be applicable as per Govt. Rules.
7. For Inquiry : Candidates may email to hrdrecruitment@tmc.gov.in . No phone calls will be entertained
8. **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) If the post is only for unreserved category, age relaxation will not be applicable to reserved candidates.
- (c) Age relaxation maximum by 5 years for TMC employees and employees working in TMC on temporary basis / under project / on contract basis, etc.
9. **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.**
10. **Candidates may be offered a 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.**
11. **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.

12. Candidates appointed will be rotated in any Units of TMC (Tata Memorial Hospital, Mumbai, ACTREC, Navi 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, BBCI, Guwahati) on the needs of the Units concerned as and when necessary.
13. **Transfer** : Selected candidates shall have to serve the respective location for minimum of 5 years before any request for transfer to other units of TMC. However, TMC management reserves the right to transfer any of the staff member.
14. The TMC also may exercise the option to offer appointments on "Contract Basis" for a fixed term on a consolidated remuneration.
15. **Non Receipt of Application** : Tata Memorial Centre does not take any responsibility for non receipt of application through Online.
16. **Legal jurisdiction for any dispute will be at Mumbai.**

(BENNY GEORGE)
CHIEF ADMINISTRATIVE OFFICER (HRD)