



RESERVE BANK OF INDIA, JAIPUR

Appointment of one Part-time Medical Consultant on contract basis

Applications are invited for one post of part-time Medical Consultant on contract basis for the Reserve Bank of India, Main Building, Rambagh Circle, Tonk Road, Jaipur dispensary. Application should reach to Regional Director, Reserve Bank of India, Rambagh Circle, Jaipur-302052 upto 05.30 P.M. on or before November 28, 2014.

2. The applicant should possess graduation degree (MBBS) in medicine from any Indian or foreign university recognised by Indian Medical Council. The applicant must have minimum 2 years experience as general practioner.
3. Candidates who have experience of working in hospitals or have their personal hospitals or residence within a radius of 5 Kms. from Reserve Bank of India, Rambagh Circle, Tonk Road, Jaipur will be given preference provided other things remain same.
4. The remuneration of the Medical Consultant will based on the weekly working hours. Duty hours and initial remuneration of the consultant will be as under:-

Dispensary	Working hours	Remuneration
Main Building, Rambagh Circle, Tonk Road, Jaipur	15 hours per week (Monday to Friday)	Rs.450.00 per hour

5. Applications should be submitted in prescribed format available on website of Reserve Bank of India (www.rbi.org.in). Duty list is also attached with prescribed format.
6. If any candidate needs receipt of his application it must be sent with acknowledgement due registered post. The application cover should be superscribed with **“Application for the post of part-time Medical Consultant on contract basis.”** Candidates called for interview will only be interviewed and no correspondence will be entertained with any other candidate. The appointment of the candidate selected will be subject to his medically competence.
7. The appointment of medical consultant will be initially for 3 years on contract basis and after that it will be reviewed.
8. Recommendation in any form will be treated as disqualification.

Dr. Sathyan David
Regional Director
Reserve Bank of India, Jaipur

7.	Particulars of any other courses in medicine passed by the applicant				
8.	Details of experience (only experience acquired after graduation should be stated)				
		From	To	Years	Months
a	Hospital				
	Experience, if any, in any other field				
b	General practice				
9.	Any other information which the applicant would like to mention in support of his application				

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 found incorrect or false or if any material information or particulars have been suppressed or omitted therefrom, my services are liable to be terminated without any notice or compensation.

Place :

Date :

Signature of the applicant

INSTRUCTIONS

1. The form must be duly filled in by the applicant.
2. Incomplete application is liable to be rejected.
3. Copies of certificates regarding age, educational qualifications, experiences etc. should be attached with the application.

**List of duties and terms & conditions of the part-time Medical Consultant
on contract basis for the Main Office Dispensary of the
Reserve Bank of India, Jaipur**

1. The Bank's Medical Consultant (BMC) will be appointed on part-time and contract basis at the Main Office Building, Tonk Road, Jaipur and will be paid remuneration of Rs.450/- per hour for the first 3 years of contractual service.
2. He/she will attend the Bank's Dispensary at Main Office Building, Tonk Road, Jaipur for 3 (three) hours on all week days (except on Sunday and holidays) and give advice free of charge, prescribe medicines and administer injections free of charge to the members of the staff including touring staff of the Bank and the members of their families who may present themselves during that time. The timing will be fixed by the Bank and may be changed as and when considered necessary by the Bank.
3. He/she will also be available for consultation on free of charge at his/her private clinic in urgent cases.
4. He/she will have to visit any member of the Bank's staff at their residence whenever required to do so by the Bank and submit a report on his/her health (for such visits he/she will be paid only conveyance charges equivalent to charges as applicable to his grade for the actual distance covered). No other charges will be paid in this connection.
5. He/she will attend the officers and the members of their family at their residence as and when requested by them and will charge them a visit fee or consultation fee as fixed by the Bank having regard to the local conditions. The visit fee / consultation fee, so fixed, will be inclusive of charges for administrations of injections etc. No other charges should be levied by his/her for such visits.
6. He/she will issue certificates in support of sick leave, wherever necessary, and countersign certificates produced by the employee issued by other qualified medical practitioner, if he/she is satisfied about the genuineness of the case.
7. He/she will issue order forms (prescribed) on the approved chemists of the Bank for supply of special/costly drugs or injections required for curative purpose to the

Bank's staff and forward every month the copies thereof to the Bank for payment of the relative bills.

8. He/she will use his/her good offices for securing hospital facilities in respect of the employees of the Bank or their families, who may require such facilities.
9. He/she will be paid a fee of Rs.75/- for class III/IV & Rs. 125/- for Officers per candidate for detailed medical examination of prospective candidates for appointment in the Bank and submit detailed reports in the prescribed form on the state of their physical fitness.
10. He/she may require to take a monthly round in the staff quarters and report whether the premises are maintained in a sanitary and hygienic condition.
11. He/she will do prophylactic inoculations for Typhoid etc. and vaccination for Small Pox once a year or whenever necessary.
12. He/she will submit an annual report as on 30th June in the prescribed form on the general health of the staff.
13. The Bank's dispensary at Main Office Building, Tonk Road, Jaipur will be under his/her charge during his/her sitting and he/she will be responsible for the proper storage of medicine and their distribution and arrange for the maintenance of all necessary records and account for the purpose.
14. The appointment will be terminable on three month's notice either side or three month's pay in lieu thereof.
15. He/she will be under the administrative control of the Regional Director, Reserve Bank of India, Jaipur.
16. He/she will have to produce a certificate of fitness from the BMC/ Local Civil/ Presidency Surgeon at his/her own cost.
17. He/she will make substitute arrangement in case of absence.