



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

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No. 2834 /MCB-2023/Welfare/Dated, Berhampur the 17<sup>th</sup> March, 2023

**WALK IN INTERVIEW NOTICE**

**For engagement of Retired Professor for Different departments**

**Walk in interview on 5-4-2023 at 11 AM**

1. **In pursuance to the letter No.HFW-ME1-MISC-0007-2019/11093 /H & FW Dated 12-4-2021**, Walk in interview for the retired faculties having requisite Qualification for the post of **Professor/Associate Professor in following departments of MKCG Medical College, Berhampur due to NMC urgency on contractual basis**. The engagement of the Retired Professor/Associate Professor will be on **yearly basis** for a **maximum period of four years** subject to satisfactory performance or up to 70 years of age or till engagement of Regular Professor.

The retired Professor will apply on contractual basis.

2. Discipline in which vacancy available:

Sl. No.	Name of the post	Discipline	No. of Vacancy
1	Professor	Plastic Surgery Orthopaedic Surgery Emergency Medicine ENT	1 1 1 1

3. Reservation:

The reservation policy will not be applicable for the above engagement.

4. Age:

The age must be less than 69 years as on 1-3-2023.

5. Qualification:

- A candidate must possess MCH/MD/MS/MDS/DNB Degree in the concerned discipline from any NMC /approved/recognized Medical College having teaching experience in the subject.
- The Medical Graduates must have registered their Medical Qualification at Central/ State Medical Council. (Permanent Registration)
- The above qualifications must have been obtained on or before the date of counseling / interview

*(Signature)*  
17/03/23

6. Salary: Consolidated remuneration of - Rs.2,30,000/- + 5% HIKE Per Annum

7. Other Eligibility Conditions:

i) The candidate must be a citizen of India:

The candidate should be able to speak, read and write Oriya and should have had Oriya as a language subject in the Middle English School or any equivalent examination Or has been declared to have passed a test in Oriya Language equivalent to the Middle English School Standard conducted by the Education Department of Government of Odisha;

ii) A person who has more than one spouse living will not be eligible for appointment unless the State Government has exempted his/her case from operation of this limitation for any good and sufficient reasons;

iii) Only those candidates who fulfil the requisite qualification and experience by the closing date of receipt of applications will be considered eligible;

iv) Before appointment a candidate must register himself/herself as a Medical Practitioner under relevant provision.

8. Certificates required:

Candidates are required to submit along with their applications self-attested Photo copies of the following documents. They must not attach the original certificates. Only those who will be called for counseling are required to bring with them the original certificates, mark-sheets in support of the photo copies for verification.

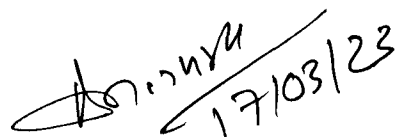
- a. H.S.C. or equivalent certificate in support of their declaration of age;
- b. P.U./P.P./Intermediate/+2 Examination Certificate;
- c. MBBS Certificate.
- d. MD/MS Degree Certificate in support of qualification;
- e. Mark list in support of all the aforesaid examinations (i.e. from H.S.C. to MBBS & MD/MS.) Passed including fail marks, if any;
- f. Certificate indicating the chances taken to obtain the degree (MBBS. & MD/MS. degree).
- g. Houseman-ship Completion Certificate;
- h. Medical Registration Certificate;

9. Method of Selection:

The selection of candidates for recruitment to the posts will be made strictly on the basis of career assessment as laid down by the Govt.

10. Other Conditions:

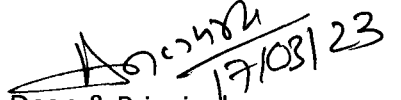
- i. Candidates are required to submit along with the applications :-
  - a. Two passport size copies of recent photographs signed by the candidates on its front, one pasted at the right hand corner of the first page of the application and the other stitched to the application;
  - b. Two self addressed envelope (approximately 23 cm x 10 cm) affixed with required postage stamp for Regd. / Speed Post only. (Rs.40.00 only)
- ii. Applications found incomplete in any respect are liable for rejection without entertaining any correspondence with the applicants on that score.
- iii. Applications received after the closing date shall not be entertained.
- iv. This Notice should not be construed as binding on the Government to make appointment.
- v. Candidates are required to take due care to annex with the applications, the copies of certificates and other documents as stated at point no 9 serially.
- vi. Mere empanelment in the select list shall confer no right to appointment unless

A handwritten signature in black ink, followed by a horizontal line and the date '17/03/23' written below it.

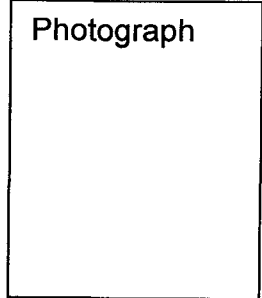
11. How to Apply:

Candidates are required to apply to the Dean & Principal MKCG Medical College, Berhampur in the prescribed form, obtainable from the **website** i.e. by logging **www.mkcgmch.org** along with other particulars / documents.

12. Candidates are required to send their application by Registered Post / Speed Post / Courier Service to reach in the Office of the Dean & Principal MKCG Medical College, Berhampur on or before the last date of receipt of the application i.e 5-4-2023. The envelope containing the Application Form must be super scribed "**Application for the post of 4**". Applications received after the due date will not be accepted.

  
Dean & Principal  
MKCG Medical College  
Berhampur

**Application Form**



**Post Applied For:** Professor

First Name: Last Name:

**Date of Birth:** Sex: M / F

(in figures)  
(in words)

Address of Communication including Telephone No./  
Cell Phone No. / E-mail ID, etc.

**Educational Qualification (High School onwards):**

Course Studied	Name of the Board / University	Year of Passing	Marks			No. of chances taken to complete the course
			Full Marks	Marks Secured	% of Marks	
HSC (11 <sup>th</sup> / 10 <sup>th</sup> )						
Intermediate (I. Sc. / +2 Science)						
MBBS						
MD/MS						
MCH						

**MBBS Registration No.:**

*Signature*  
17/03/23

**Details Service Particulars of the Applicant,**

Designation	Name of the Institution with District	Period of Service	
		From	To
i			
ii			
iii			

Total Period of Service:

Note: The Service Certificate is to be submitted from Superintendent /Dean & Principal of the Medical College, etc.

**Date:**

**Signature of the Applicant**

Certificates & other documents to be attached as per Point No.9 & 10

**DECLARATION**

I do hereby declare that all the statement attached made in this application are true complete and correct to the best of my knowledge & belief.

Date

Place

Signature

  
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## TERMS & CONDITIONS

### **1. Appointing Authority:**

On receipt of applications from retired Associate Professor/Professor in different discipline, the Dean & Principal shall issue offer of appointment for his/her engagement on contractual basis with post-facto approval of the Government on recommendation of DMET, Odisha. The engagement is purely on temporary basis and can be terminated at any point of time by the authority without assigning any reason. On regular posting the services of the engaged retired faculties will be automatically terminated.

**2. Age Limit:** The upper age limit up to which the selected Assistant Professor, Associate Professor and Professor can work on contractual basis is 70 years. Hence to make it feasible for any selected candidate to work for at least one year, the age at the time of application must be less than 69 years. There shall be no further age relaxation in any category of candidates.

### **3. Eligibility and Qualifications for Professor:**

3.1 The candidate must be a citizen of India.

3.2 Qualification:

3.3.1 Must have academic qualification as prescribed by NMC/DCI from time to time in force. Teaching experience for such number of years as Assistant Professor in the subject in the recognized Medical College, with minimum of such numbers of research publications, during the tenure of Assistant Professor or any such other eligibility criteria, as may be prescribed by NMC/DCI as the case may be from time to time.

3.3.2 The requisite experience & other requirements for equating a Consultant or Specialist as "Associate Professor" (after possessing postgraduate medical degree in the subject) shall be as prescribed by NMC/DCI from time to time in force.

3.3.3 In case of non-medical teacher, the candidate must possess the Ph.D. Degree or any other qualification in the concerned subject as may be prescribed by NMC/DCI as the case may be from time to time.

3.3.4 All Qualifications as on the date of counseling shall be considered.

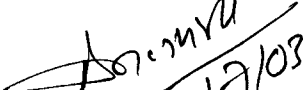
### **4. Selection Process :**

4.1 Selection shall be done as per exigency. In case vacancy still exist it may be done as and when required or in view of NMC Inspection. DMET shall float advertisement keeping in view of the stipulations made in these guidelines.

4.2 The selection will be conducted through a Committee constituted for the purpose by the DMET, Odisha or by the Dean & Principal of the Medical College if permitted by DMET, Odisha.

4.3 Reservation Policy: As the posts are purely contractual in nature and tenure posts there shall be no reservation.

4.4 Selection will be strictly on the basis of merit list prepared on basis of career marks. Weightage for different examinations shall be as under: HSC/Matriculation 20% of total percentage of marks secured. Intermediate Science 20% of total percentage of marks secured. MBBS/BDS/M.Sc. examination- 60% of total percentage of marks secured.

  
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One mark will be deducted from the total Career Mark for each extra attempt taken to pass the examination

4.4.1 In case of tie it will be resolved as follows:

5.4.1.1 The candidate securing more mark in MBBS/BDS/ M.Sc. shall be placed in higher rank.

4.4.1.2 In case of further tie the elderly candidates shall be placed higher in rank to the younger.

4.5 A merit list will be prepared and approved by the constituted Committee and engagement will be made on the basis of the choice of institution /subject exercised by counselling in online or on personal appearance as may be notified.

4.6 The Selection Authority at their discretion may short-list the merit list to a reasonable number as per available vacancy.

4.7 A waiting list will be prepared by the committee on basis of merit which will remain valid for a period of one year from the date of its publication. In case any vacancy arises within the validity period of the notified vacancy in the advertisement, shall be filled up from the waiting list. If additional vacancies are created which were not notified in the advertisement a separate selection process shall be done.

4.8 In case of non-availability of suitable candidates from the waiting list, fresh advertisement shall be published.

#### **5. Other Terms and Conditions :**

5.1 They must follow the job responsibility notified by Government from time to time. They shall be disengaged for not fulfilling the job responsibilities.

5.2 The faculties remaining absent unauthorised for more than 15 days will be disengaged by the appointing authority by serving a notice of 30 days.

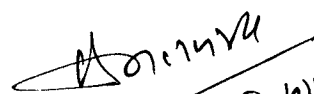
5.3 The faculties whose tenure is terminated for any reason by the appointing authority will be debarred from being selected for a period of next three years. 6.4 The engagement shall be purely temporary and on year to year tenure basis and may be for a maximum period of four years subject to satisfactory performance. However the Government reserves the right to terminate the services of the faculty with one month prior notice thereon from either side.

5.5 Performance appraisal certificate is to be prepared by the HOD of the concerned Departments and to be submitted to the Dean & Principal of the institution for renewal/extension of their tenure in the post. During the tenure period and upon receipt of any unsatisfactory performance report at any point of time from the concerned authority, the engagement of the faculties concerned shall be terminated by the appointing authority. Such decision shall be final and binding.

5.6 Attendance and Leave

5.6.1 Casual leave: Each faculty is eligible for casual leave not exceeding 15 days in a financial year and not more than 10 days leave can be availed at a time including Sundays and Holidays. The Head of the Department/ Head of the institution shall be the sanctioning authority for same.

6.6.2 Special Casual Leave:

  
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5.6.2.1 The Dean / Principal are the sanctioning authority. He/She is eligible for 15 days of Special Casual Leave in one year for attending the Conference / Workshop/ CME / Fellowship etc. for updating knowledge and skill.

5.6.2.2 He/She shall submit a request letter through proper channel with a copy of the brochure/invitation/registration, at least 15 days prior to the date of the conference. They are permitted to attend such programme without affecting the routine work of the Department concerned.

5.6.2.3 He/She may be permitted for attending such event which is at the discretion of the Head of the Institution after assessing the genuineness of the programme and utility of the particular course/ conference for the training purpose.

5.6.2.4 A faculty is permitted to attend for not more than two such events in an academic year.

5.6.2.5 No TA/DA will be paid. The leave is granted for the actual days of conference and for journey depending upon the location. He/She must produce conference attendance certificate within one week from the date of return, failing which the special casual leave shall be treated as casual leave and in case the casual leave is already exhausted the period of such absence shall be treated as leave without pay.

5.6.3 Maternity leave:

5.6.3.1 Female contractual employees, who are married and have less than two surviving children, would be eligible to get the benefit of "absence from duty" on maternity ground in terms of instructions / circulars issued by Finance Department from time to time.

5.6.3.2 In case the leave period exceeds 15 days, the same shall be sanctioned by DMET, Odisha.

5.7 General:

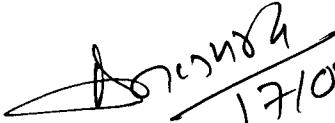
5.7.1 No faculty shall leave the country without prior sanction by the Institute. Any violation will be taken seriously and shall warrant termination of engagement.

5.7.2 Private practice: They shall not refer patients under their care to outside institutions without approval of the institutional referral committee. Private practice beyond the duty hours are permissible.

5.7.3 In no case, transfer from one institution to another shall be allowed.

5.7.4 Government reserves the right to utilize the services of the faculties as per need in exigency of public service as the case may be.

6.The contractual engaged Professor/Associate Professor will not be given the responsibility of HOD.

  
17/03/23  
Dean & Principal  
MKCG Medical College  
Berhampur



## **JOB RESPONSIBILITY OF PROFESSOR**

**The Professor/Associate Professor are required to perform the following duties and as may be assigned to them by the Head of Departments / Head of Institution/ Government from time to time.**

### **A. Administration:**

1. Contractual Professors in a discipline cannot remain as the head of the Department.
2. Will remain in-charge of Library / Sports / Cultural / Academic/ Stores / Purchases etc. as and when will be assigned to him/her by the authorities from time to time.
3. Will help the local authorities and Government in disbursement of health care or any other matter as deemed fit from time to time.
4. Will keep and provide vital Statistics information of his/her Department / Unit to the authorities at the time of need.
5. He / She will be directly responsible to the Principal (for teaching )& Superintendent. (for treatment)

### **B. Clinical:**

1. Will remain responsible for the patients in indoor and outdoor for their smooth management.
2. Will undertake the timely round of the wards / unit daily and maintain the procedure records in O.T.
3. Will authorize the juniors from time to time for discharging patients care in his / her Department / Units.
4. Will remain responsible for patient admission / treatment / procedures performed in his / her Department /Units.

### **C. Teaching:**

1. Will remain responsible for all the teaching activities of UG & PG in respect of theory / practical / clinical etc.
2. Will maintain the attendance of the students in all such classes and delegate such classes to junior faculties / residents where ever needed.
3. Will maintain the academic calendar, teaching scheduled of PG/UG students.
4. Will conduct Special Seminar, Conference etc. for up gradation of knowledge & skill of Junior faculties / Residents / Tutor of the Department / Unit.
5. Will be the guide of PG Students and other Research scholars for their thesis work.
6. Will conduct the examination of the PG / UG students of the Department as well as arrange the examination to be conducted.

  
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