

GOVT. OF ASSAM
OFFICE OF THE PRINCIPAL CUM CHIEF SUPERINTENDENT
JORHAT MEDICAL COLLEGE & HOSPITAL, JORHAT, ASSAM
(UNDER SOCIETY FOR MEDICAL EDUCATION, JORHAT)

No. SMEJ/JMCH/2623/2022/299

Dated Jorhat, the 25th May' 2022.

WALK – IN - INTERVIEW

ADVERTISEMENT
FOR VARIOUS POSTS UNDER
DEPARTMENT OF MEDICINE

Applications are invited from Indian citizens in Standard Form as published in the Assam Gazette in Part-IX from candidates willing to work in health care settings for engagement purely on temporary and contractual basis in the following posts to be engaged in the Department of Medicine, Jorhat Medical College & Hospital, Jorhat under Development of Hospital Based Stroke Registries in North East Region of India (HBSR-NER)

Sl.	Name of Post	Requisite Qualification & Experience	No. of Posts	Consolidated remuneration per month
1	Data Entry Operator	<ul style="list-style-type: none"> ➤ Graduate from a recognized Institute / Board ➤ Expertise in MS Office with data entry related works ➤ Minimum 1 (one) year experience in relevant field in a reputed organization ➤ Basic knowledge of Software and Hardware and able to attend trouble shooting of computers, printers and network connectivity ➤ Ability to compile various health related reports ➤ Age: Not exceeding 43 (Forty three) years as on 1st April, 2022. The upper age limit is relaxable as per govt. rules. <p><u>Desirable:</u></p> <ul style="list-style-type: none"> ➤ Typing speed 40 characters/min ➤ Preference will be given to candidates having BCA / B.Sc. (IT) or equivalent from recognized University / Institution 	1 (one)	Rs. 17,000/-
2	Data Collector/ Health Educator/ Physician Assistant	<ul style="list-style-type: none"> ➤ GNM / ANM / Physician Assistant/ MSW or equivalent from a recognized board. ➤ Minimum 1 (one) year experience as office / field attendant. ➤ Age : Not exceeding 30 (thirty) years as on 1st April, 2022. The upper age limit is relaxable as per govt. rules. <p><u>Desirable:</u></p> <ul style="list-style-type: none"> ➤ Preference will be given to candidates having working experience in health care settings ➤ Good communication skills 	3 (three)	Rs. 17,000/-

Selection of candidates will be done through Walk-in-Interview to be held in the office of the undersigned. Date, time and venue of the Walk-in-Interview will be displayed in the Office Notice Board and can also be seen in the institute website www.jorhatmedicalcollege.in.

No TA /DA is admissible for attending the interview.

Last Date of submission of Application :

The Form along with required documents shall have to reach the office of the Principal cum Chief Superintendent, JMCH, Jorhat / deposited in the box kept in the Reception Counter of Administrative Building latest by **4:00 P.M. of 4th June, 2022**. The undersigned shall by no way responsible for any postal delay or loss.

Address for Communication :

Application shall be addressed to the **Principal cum Chief Superintendent, Jorhat Medical College & Hospital, Kushal Konwar Path, K.B. Road, Jorhat - 785001, Assam** and have to be sent/ submitted in a sealed envelope to the office of the undersigned **on or before 04.06.2022** during office hours. The name of the post should clearly be mentioned on top of the envelope. Applications received either by post or by hand after last date of submission shall not be accepted under any circumstances.

GENERAL INSTRUCTION TO THE CANDIDATES :

1. Interested candidates shall have to fill up the standard application form neatly and legibly and submit it with the required documents and photograph (coloured) duly self-attested. **Please note that incomplete forms shall be summarily rejected.**
2. **Documents required are :** (a) 1 (One) copy of recent passport size coloured photographs duly self-attested, (b) Document confirming age proof, or HSLC admit card or Birth Certificate, (c) All mark-sheets and pass certificates (d) Permanent Residency Certificate (e) Valid Employment Exchange Registration Certificate, (f) Certificates of training, experience, extra curriculum etc. **Candidates not fulfilling requisite minimum qualifications shall be summarily rejected.**
3. **The name of post applied for must clearly be marked on top of the envelope. Envelops which do not have the 'name of post applied' written on the top shall not be opened / entertained.**
4. **The authority may decide to hold written tests for the posts in addition to interview.**
5. Individual communications regarding interview to the eligible candidates may not be sent. However, detail lists of eligible candidates along with details of interview timing shall be notified in due time and shall be displayed in the College website www.jorhatmedicalcollege.in. The date of uploading in the website shall be published in local newspapers for information of the eligible candidates.
6. **The advertiser retains the right to correct any inadvertent or typographical error.**
7. The above-mentioned posts are purely temporary and may be renewed for subsequent years based on the performance / progress shown till the closure of the project.
8. These are purely contractual posts so that they will not have any claim, whatsoever for regularization. DHR, ICMR or JMCH will not be responsible for any regularization of the post.
9. Candidates will have to submit an affidavit at the time of joining that they will accept all the general instructions and terms and conditions related to the post.
10. The undersigned reserves the right to reject any or all applications without assigning any reasons thereof. Merely having the requisite qualification and experience will not render the applicant eligible for short listing.

Memo No. SMEJ/JMCH/2623/2022/ 2302 (A)
Copy to :

1. The Director of Medical Education, Assam, Sixmile, Khanapara, Guwahati-22.
2. The Director, Information & Public Relations, Dispur, Guwahati-6.
3. The Prof. & HoD, Deptt. Of Medicine, JMCH, Jorhat.
4. The Superintendent, JMCH, Jorhat.
5. The Principal Investigator, HBSR-NER, JMCH, Jorhat.
6. Office Copy.


Prof. (Dr.) Ratna Kanta Talukdar
Principal cum Chief Superintendent i/c
Jorhat Medical College & Hospital,

25.05.2022.




Principal-cum-Chief Superintendent i/c
Jorhat Medical College & Hospital, Jorhat.

