



GOVT. OF ASSAM
OFFICE OF THE PRINCIPAL-CUM-CHIEF SUPERINTENDENT
NAGAON MEDICAL COLLEGE & HOSPITAL
Mohkhuli Chariali, Diphalu, Nagaon, Assam- 782003
www.nagaonmcassam.org email:nagaonmch@gmail.com
(Govt. Medical College under Govt. of Assam)

Memo No.

Date- 6.9.2024

RECRUITMENT FOR THE FOLLOWING POSTS IN MEDICAL COLLEGE LEVEL
VIRAL RESEARCH DIAGNOSTIC LABORATORY (VRDL), UNDER DHR AT
DEPARTMENT OF MICROBIOLOGY, NAGAON MEDICAL COLLEGE & HOSPITAL,
NAGAON, ASSAM

Applicants are invited from Indian Citizens of India for purely temporary and contractual engagement at Medical College Level Viral Research and Diagnostic Laboratory (DHR sponsored) at Nagaon Medical College & Hospital, Nagaon, Assam for the following positions-

Sl .No	Name of the post	No.of post	Monthly remuneration(fixed)	Minimum Qualification	Upperage limit
1.	LABORATORY TECHNICIAN	2	20,000 + HRA	Essential: B.Sc.(MLT) from recognized university (Registered) OR Diploma MLT from recognized university (registered) with 5 years lab experience. Desirable: <ul style="list-style-type: none">The candidate having experience in Govt. institutions in ICMR/DHR/IDSP/CSIR/DB T/any other project/Medical college with at least 2 years work experience in Virology Laboratory.Knowledge of computer application/data management.	30
2.	DATA ENTRY OPERATOR	1	20,000	Essential: Graduate from recognised institute with experience in MS Office and data entry related work Desirable: <ul style="list-style-type: none">The candidate having experience in Govt. institutions in minimum 1 year experienced in reputed office.Preference will be given to BCA /BSc(IT) or equivalent university /institution.Typing speed 30 words/min.Basic knowledge of software and hardware and able to attend trouble shooting of computer devices.Ability to compile health report.	30
3.	MULTI-TASKING	1	18,000	Essential:	30



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	STAFF			<p>Passed High school/Matric/equivalent from recognized board.</p> <p>Desirable:</p> <ul style="list-style-type: none"> Minimum one year experience in laboratory related work in recognized institution/health care setting. Preference will be given to candidate having work experience in Virology Laboratory.. 	
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* Upto 5 years (five years) age relaxation for candidates with at least 2 years previous experience of working as a project staff in VRDL or extramural research project on virology or microbiology in a medical college.

Terms and Conditions:

1. **Terms:** The posts are purely temporary and based on the tenure of the project. However the appointment can be terminated at any time even before the end of the contract period due to any reason. In case of such premature termination, one month's notice or one month's salary in lieu of the same will be provided. The same will not hold true in case of premature termination due to performance related issues. Candidates can leave the job prematurely giving one month's notice or one month's salary in lieu of the same. Duration of employment will be One year (12 months) extendable depending on the candidate's performance and budget grant from the funding agency.
2. **Application and selection procedure:** Candidates have to submit the application form through speed post/registered post or self submit to the office of the "Principal-cum-Chief Superintendent, Nagaon Medical College & Hospital, Nagaon, Assam 782003" with superscription as "Application for VRDL contractual post" within a period of 21 days from the date of appearance of the advertisement in newspaper. If Eligible candidates are found to be more than 30, a general aptitude written test will be held for the technicians and multitasking staff. A skill test will be conducted additionally for data entry operator.....If the last day is a holiday, the next working date will be counted as the last date. It is the sole responsibility of the candidate and the undersigned is not responsible for delay in receipt of application. The applications received will be scrutinized by the selection committee. The eligible candidates will be called for interview or written test, depending upon number of eligible candidates. The candidates are advised to check college website: www.nagaonmcassam.org for the Application form/Performa format, date, time and venue of the interview. No separate communication will be sent to the candidates.
3. **Documents to be submitted:** The candidate needs to submit the application as per format. The number of rows may be added if desired by the candidate. No change in serial no., order or head of column to be made. The application in the said format to be properly typed and signed. The candidate needs to mention Phone number along with alternative contact number and e-mail ID in the said format.
4. Two recent self-signed passport sized coloured photographs are to be attached on the first page of the Performa format.
5. **Qualification:** Qualifications and degree should be from recognized Government institution/University.
6. **Upperage limit** as per Govt. rules and regulations. Age relaxation (upto 5 years) will be given in case of candidates having at least 2 years work experience in Government Hospital/institute/organization.
7. One set of self-attested Photostat copies of ID proof, Address proof and certificates must be attached with the application form.
8. **Other instruction:**
 - These are purely contractual posts and as such they will not have any claim whatsoever for regularization in NMCH, Nagaon nor at DHR/ICMR. The mere fulfillment of requisite essential qualification/experience does not guarantee selection.



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- During the period of the project as well as on its termination, the NMCH, Nagaon as well as DFIR will have no legal liabilities relating to staff.
 - Performance will be assessed on a regular basis.
 - No TA/DA will be paid, neither for appearing in the interview nor for joining the assignment and for the period of work.
9. The pay band for the above mentioned posts is subject to increment, as per latest DHR guidelines and receipt of funds.

Principal cum Chief Superintendent
Nagaon Medical College & Hospital
Nagaon, Assam-782003

Memo No.

1. The Director of Medical Education, Assam, Sixmile, Khanapara, Guwahati-22
2. The Superintendent, NMCH, Nagaon.
3. The Director of Information & Public Relation Officer, Assam, Dispur, Guwahati-6. He is requested kindly to publish the notice in daily newspapers. One in Assamese, one in English daily.
4. The PS to the Hon'ble Minister of Health & FW, Assam, Dispur, Guwahati-6 for kind appraisal of the Hon'ble Minister of Health, Assam.
5. Notice board, NMCH, Nagaon.
6. Notice board of the Deputy Commissioner office, Nagaon.
7. Office file.

Principal cum Chief Superintendent
Nagaon Medical College & Hospital
Nagaon, Assam-782003

PRINCIPAL CUM CHIEF SUPERINTENDENT
NAGAON MEDICAL COLLEGE & HOSPITAL
NAGAON

**APPLICATION FORM FOR VARIOUS POSTS FOR 1 YEAR (12 MONTHS) ON
CONTRACTUAL BASIS ; VIRAL RESEARCH DIAGNOSTIC LABORATORY (VRDL),
NAGAON MEDICAL COLLEGE & HOSPITAL, NAGAON, ASSAM**

Name of the post applied for:-_____

Affix
Passport Size
self- attested
colour
photograph
here.

1. Name of the Project: - VRDL, NMCH, NAGAON, ASSAM

2. Name in block letters: -

[illegible]

3. Father / Guardian's/Consort's Name in block letters: -

[illegible]

4. Postal Address:

[illegible]

State: -

[illegible]

Pin: -

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Contact Number: -

[illegible]

5. E-mail ID: - _____

6. Permanent Address:

[illegible]

State: -

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Pin: -

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Contact Number: -

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7. Date of Birth with documentary evidence:

Date	Month	Year

8. Gender: - Male Female

9. Educational Qualifications: - (latest degrees come first)

Name of the Examination	Subject/ Discipline/ Specialty	University/ Institute/ College	Year of Passing final examination	Marks Obtained (Percentage)

10. Work Experience if any: -

Attach annexure

11. If selected, what period would you require for joining the post: _____

12. Referee: Name of two referees (Supervisor/ Ex-teacher/ lab in charge/ mentor/scientists etc. who knows you personally) with current address, email ID, and working mobile number .

I solemnly affirm that the information furnished above is true and correct in all respects to the best of my knowledge. I have not concealed any information. I undertake that any information furnished herein is found to be incorrect or false, then I shall be liable for action as per rules in force.

Name of Candidate:

Signature of Candidate:

Date

Place: -

Enclosures (self-attested scan copies):

1. Proof of Date of Birth
2. Address proof
3. All academic certificates – including marksheets & pass certificates
4. Relevant Experience certificates
5. Any other relevant document: