



DEPARTMENT OF COMMUNITY MEDICINE

Seth G. S. Medical College & K. E. M. Hospital

3rd Floor, Library Bldg., K.E.M. Hospital, Parel, Mumbai - 400 012

☎: (022) 24107074, 24107484, 24107714 • Email: communitymedicine@kem.edu

STAFF RECRUITMENT

Applications are invited for recruitment of the following **contractual staff on fixed remuneration** in Dept. of Community Medicine of Seth GS Medical College & KEM Hospital

Title of project: 'Piloting of the integrated Palliative care, Elderly and Mental Health Project' (iPEM) at Malvani, Malad (W.) under Dept. of Community Medicine, KEM Hospital"

Sr. No.	Name of the Post	No. of vacancy	Stipend	Essential Qualification	Desirable	Age Limit	Duration
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
1	Field Worker	05	Rs. 18,000/- pm	12 th pass in Science subjects and two years diploma in Para Medical Work or related subjects) or two years field experience* <i>*BSc degree shall be treated as 3 years experience</i>	1. Bachelor in Social Work (BSW) 2. Experience of working in community based projects and counseling patients 3. Candidate residing Western suburban Mumbai will be given preference 4. Basic Computer Knowledge	30 years	01 year

Interested candidates should forward their applications, in the prescribed format with requisite documents to
Dr. Shrikala Acharya

The Principal Investigator

Dept. of Community Medicine

Library Building, 3rd floor,

Seth GS Medical College & KEM Hospital

The envelope containing the duly filled application form should be super scribed as "Application for the post of

Application should be submitted at the above said address on or before 15th July, 2023.



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TENURE OF THE POST

Above posts are temporary in nature and will be filled up purely on contractual basis with initial Appointments of Field Worker for twelve(12) months as per rules and regulations of GSMC-MRU. The employment on these posts will be temporary, for a fixed term and shall automatically cease on expiry of term without any notice unless renewed or reemployment letter issued.

GENERAL TERMS AND CONDITIONS:

- 1) The vacancies mentioned are as per the sanctioning of DHR for Multi-Disciplinary Research Unit (iPEM project).
- 2) Only those applications which are as per the prescribed format will be accepted. Incomplete/ unsigned application, applications without photograph or self-attested copies of requisite documents will be summarily rejected without any communication to the applicant.
- 3) The institute will not be responsible for any postal delay/late delivery of the application and those applications received by post after the scheduled last date of submission will not be accepted.
- 4) Municipal Commissioner, BMC and/or Dean, Seth GS Medical College & KEM Hospital Mumbai reserve all the rights for interpretation of any terms and conditions, or any query/questions arising in this context. The decision of Municipal Commissioner, BMC and/or Dean, Seth GS Medical College & KEM Hospital Mumbai will be final in all the respects.
- 5) The candidate should bring all the original certificates of educational qualification (Certificate/Statement of marks), experience certificates, etc., at the time of interview. **Candidates will not be reimbursed for travel allowance to attend interview.**
- 6) Age relaxation is admissible to SC/ST/OBC candidates in respect of posts reserved for respective category only and not for unreserved post as per GoI rules.
- 7) Persons already in regular time scale service under any Government Department / Organizations are not eligible.
- 8) If required, written test in the subject area will be held to shortlist candidates for the interview depending upon the number of candidates.
- 9) The offer of engagement will be subject to verification of original certificates as per the advertisement. If the candidate is not eligible, his / her candidature will be cancelled at any stage of the recruitment process. If the candidate qualifies in the selection process and subsequently, it is found that he / she does not fulfil the eligibility criteria, his / her candidature will be cancelled and if appointed, services so obtained will be terminated without any notice or compensation.
- 10) Candidates are required to be present at the venue in time and Written Test/Interview will commence after verification of all the original certificates.



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Application Form for Post of Field Worker

(Nature of appointment: Contract basis on monthly consolidated remuneration)

(With reference to notice published on date: _____)

Affix Passport Size
Photograph
(Self Attested)

Applicant's Detail (Complete In Block Letters)

1. Name of Candidate: _____
(Surname) (First Name) (Middle Name)

2. Father's Name /
Husband's Name: _____
(Surname) (First Name) (Middle Name)

3. Date of Birth: DD/MM/YYYY 4. Sex: Male

4. Current Postal /
Correspondence
Address _____

City: _____ Pin _____ State: _____

5. Telephone Numbers (with area code)

Phone: _____ Mobile: _____

6. E-mail Address: _____

7. Academic Qualifications:

Degree	Subject	University/ Board	Year of Passing	% of Marks (Final Year)	Attempt	Outstanding achievement, if any
B. Sc./Degree						
Para Medical Course						
Computer Knowledge						
Any Other						

(Attach separate sheet if required)

8a. Present employment:

Designation	Name of Organization/ Employer	Duration		Experience (In Years & Months)	Monthly salary
		From	To		

8b. Past Work Experience:

Designation	Name of Organization/ Employer	Duration		Experience (In Years & Months)	Monthly salary
		From	To		

(Attach separate sheet if required)

10. If selected willingness to join within [] days

Place: _____

(Signature of the Applicant)

Date : _____

CHECK-LIST OF DOCUMENTS TO BE SUBMITTED

(Please tick ((√) in the appropriate box)

S. No	Name of the Document	Submission Status	
		Yes	No
1.	Proof for date of birth	Yes	No
2.	Caste and Non-creamy layer Certificate (if applicable)		
3.	Graduation Degree Certificate	Yes	No
4.	Final year mark sheet of qualifying examination	Yes	No
5.	Attempt certificates for graduation	Yes	No
6.	Experience certificate(s) (if applicable)	Yes	No
7.	Last drawn salary slip (if applicable)	Yes	No
8.	NOC from the present employer (if applicable)	Yes	No

(Only self- attested copies of the documents is to be submitted)