

Annexure-1(A)

FORMAT FOR ADVERTISEMENT

Engagement of Bank's Medical Officer (BMO)

On contract basis with fixed hourly remuneration

Applications are invited from eligible candidates for preparing a panel to fill up post/s of Bank's Medical Officer (BMO) on contract basis, for dispensaries of NABARD at its main office building /Staff Quarters located at Thiruvananthapuram. The application should reach the Chief General Manager, Human Resource Management Department, National Bank for Agriculture and Rural Development, Kerala Regional Office, Punnen Road, Statue, Thiruvananthapuram on or before 10th April 2024.

- i. Applicant should possess MBBS degree in the allopathic system of medicine of any university recognized by the Medical Council of India.
- ii. Candidates having post graduate degree in General Medicine can also apply.
- iii. The Applicant should have a minimum of 2 (two) years' experience in any hospital or clinic as a Medical Practitioner.
- iv. The applicants should have their own dispensary or place of residence within a radius of 3-5 kms from the Bank's dispensaries at afore mentioned location.
- v. The remuneration of the BMO on contract basis will be fixed with reference to the actual duty hours performed and will be all inclusive.
- vi. The contract for engagement will be for a period of five years renewable on completion of the contract up to the age of 70 years subject to performance review.
- vii. The rate of remuneration and the duty hours is tabulated below:

Sl.No	Location of Dispensary	Tentative working hours	Remuneration
1	NABARD, Kerala Regional Office, Punnen Road, Statue, Thiruvananthapuram-695 001	Two and Half Hours (2.30 hrs)	₹1000/- per hour for first three years of contractual service and ₹1200/- per hour on completion of three years of contractual service. Out of total monthly remuneration so payable, a sum of ₹1000/- per month as telephone charges.

- viii. NABARD reserves the right to review the rate of remuneration from time to time and alter the duty hours and location of dispensary at its discretion, in case it becomes expedient to suit administrative and operative requirements. Accordingly, the selected candidate/s may have to attend dispensaries of the Bank as advised from time to time in addition to those mentioned above.



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- ix. Interested and eligible candidates may please make an Application in the prescribed format as at Annexure – I(D). The application should be sent in a cover super scribed '**Application for the post of BMO on contract basis**'

Selection Procedure:

- x. NABARD, KERALA (~~HO~~/ RO - as applicable) will be conducting an interview of selection of panel of Medical Officers on contract basis, with fixed hourly remuneration.
- xi. Selection will be made through interview of eligible candidates. The Bank reserves the right to raise the minimum eligibility standards etc., in order to limit the number of candidates to be called for interview. The decision of the Bank in this regard will be final. The Bank will not entertain any correspondence with the applicants who have not been called for the interview.
- xii. The shortlisted applicant/s after interview will be subjected to medical tests / submit Medical Fitness Certificate as per prescribed norms before engagement as BMO.
- xiii. Candidates selected for the post will be appointed subject to their being found medically fit and acceptance of Terms and Conditions as per Annexure – I(B).



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Annexure - I(B)

Engagement of the services of Bank's BMO (on contract basis) with fixed hourly remuneration

Terms and Conditions

- i. Your engagement would be initially for a period of five years (which would / may be reduced appropriately so that the prescribed maximum age of 70 years would remain unchanged) which may be extendable in blocks of five years by mutual agreement. Beyond 70 years till the attainment of 75 years age, renewal of contract may be done by mutual agreement on annual basis subject to review and Medical Fitness. The engagement here under can be terminated at any time by one month's notice on either side.
- ii. You will provide medical attention/advice etc. to the staff.
- iii. You will make substitute arrangements of a *locum* acceptable to the Bank at your own cost whenever you are not in a position to attend the dispensary. The name of the substitute doctor may be communicated to us.
- iv. You need not attend duties on Bank holidays, however you will not be eligible for Bank holidays in case the total absence including weekly holiday exceeds two consecutive days. You should, however, be available "On call" on such Bank holidays to attend to emergencies or make proper arrangements for a substitute doctor in the event of unavoidable absence.
- v. You shall maintain the strictest secrecy regarding the NABARD's affair and the affairs of its constituents and shall not divulge, directly or indirectly, any information of a confidential nature either to a member of the public or the NABARD's staff, unless compelled to do so by judicial or other authority, or unless instructed to do so by a superior officer.
- vi. In case of office exigencies, you may be required to attend Bank's dispensary at Bank's Office or any other place on non-working days also, if required.
- vii. You will not be provided any residential accommodation by the Bank.
- viii. The Bank reserves its right to terminate the contract at any time without any notice if there is a breach of terms and conditions of the contract or your performance is found unsatisfactory, in the opinion of the Bank.



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List of Duties

Illustrative list of duties to be performed/services
to be rendered by the BMO on Contract Basis

1. You will provide free administration of injections, dressings etc. on the merits of each case to employees at Bank's dispensary during the dispensary hours.
2. You will issue order forms (Credit slips), if required, on the approved chemists of the Bank for supply of special/costly drugs or injections required for curative purpose to the Bank's staff.
3. You will visit, as and when required by the Bank, any member of the staff at their residence. For such visits, you will be payable for this purpose.
4. You will refer staff and their family members to specialists, if considered essential and to certify such essentiality.
5. You will arrange for prophylactic inoculations, etc. for various diseases, at Bank's cost whenever considered necessary by the Bank.
6. You will extend guidance and support for securing hospital facilities in local well-known hospitals for the staff and their family members, as and when required.
7. If and when required to do so, you will carry out detailed medical check-up and certify in the forms as may be prescribed by the Bank from time to time, as to the state of health and / or fitness for services of any employee of the Bank.
8. If and when required to do so, you will carry out detailed medical check-up and certify in the forms as may be prescribed by the Bank from time to time, as to the state of health and / or fitness for services of any prospective employee who may be selected for appointment in the Bank's service.
9. You will attend duty at Office or at its quarters, in case of office exigencies, on non-working day also, if required.

10. You will perform any other related duties as considered necessary by the Bank.



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APPLICATION FORM

**Application for Engagement of BMO
On Contract basis with fixed hourly remuneration at NABARD**

Fix recent
passport
Size photograph

1. Name in full : Shri /
Smt./Kum _____
(to be given in block letter, Surname to be stated first)

2. Father / Husband's Name: _____

3.(a) Address:

Residence	Dispensary

(b) Phone No.: _____
Mobile No.: _____
E-mail ID : _____

(c) Approximate distance from the Bank's Dispensary located at:

Address	Distance from Residence (in Kms).	Distance from Dispensary (in Kms.)

4. a. Date of Birth

D	D	M	M	Y	Y	Y	Y

Age as on : _____ Years _____ Months
(date of Advertisement)



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5. Place of birth and domicile :
 6. Nationality :
 7. Whether belongs to SC/ST/OBC/UR(General): SC/ST/OBC/UR(Gen)
 8. Educational Qualifications :

(Indicate degree / diploma obtained, in the order of highest to least)

Degree/Diploma	University/Board	Year of passing	Class/Rank

9. Medical Registration No. and Valid Upto:

10. Particulars of any other Courses in Medicine completed by the applicant :

11. Details of experience
 (Experience after graduation should only be stated):

Experience	Place	From	To	Period	
				Year/s	Month/s
In hospital (as a Physician)					
As General Practitioner					

12. Any other factors which the Applicant would like to bring into account for

Considering his/her Application



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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 incorrect or false or if any material information or particulars have been suppressed or omitted therefrom, my engagement is liable to be terminated without notice or compensation in lieu thereof.

Place :

Date :

(Signature of the applicant)

INSTRUCTIONS

1. All the details in the Application Form are to be filled up completely by the applicant, as incomplete Forms are liable to be rejected.
2. Attested copies of relevant certificates regarding age, educational qualifications, Medical Registration, caste, experience etc., should be attached with the Application Form.
3. If the candidate is working as a Medical officer for any institution the details thereof and working hours therein should be indicated.



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