



Indian Institute of Technology Jodhpur

Office of Establishment-II

Admin Block (East), Nagaur Road, NH-62, Karwar 342037, Jodhpur
Phone: (0291) 280 1091; eMail: recruitment@iitj.ac.in

Advt. No: IITJ/ 2021-22/O(E-II) /MO&SO/38

Dated: 27 July 2021

ADVERTISEMENT FOR CONTRACTUAL POSITIONS

The IIT Jodhpur intends to engage following positions **on contract** basis initially for a period of one year. The post is temporary and on consolidated salary basis.

1.

- Name of the post : **Medical Officer**
- Number of post : 01 (one)
- Essential Qualification & Experience : (i) MBBS degree from recognized Institution
(ii) Registration with State/Central Medical Council
(iii) One-year compulsory rotatory internship (completed)
- And*
Having at least 01 year experience in a reputed/recognized hospital
- Desirable Qualification : Any Post Graduate Degree/Diploma along with the above stated qualifications.
- Age limit : (i) The age limit for appointment on contract basis shall not exceed 40 years as on as on the last date of application.
(ii) The maximum age limit for which retired person can be engaged shall not exceed 65 years as on the last date of application.
- Consolidated Emoluments : Rs. 60,000 to 75,000/- per month consolidated
- Accommodation : Accommodation at IIT Campus (*subject to availability*)
- Tenure of appointment : The appointment for the above contractual position will be initially for One year, which can be further extended up to a maximum of three years' subject to satisfactory performance.
- Job Description : The Institute has *Primary Health Centre* operated through Outsource Hospital in the Campus which is presently providing Medical Facility and OPD to approx. 3000 students and 500 other persons i.e., *Institute employees and their Family Members*. The major roles & responsibilities of *MO* is:
1. To supervise the services provided by the Outsource Hospital of OPD at PHC;
 2. To provide services in OPD;
 3. Verification of Reimbursement bills of students/employees;
 4. Any other work assigned by the *Competent Authority* related to Medical Facilities at Institute; and
 5. The candidate selected may have to perform night shift duty from time to time.

2.

- Name of the post : **Security Officer**
- Number of post : 01 (one)
- Essential Qualification & Experience : 1. Commissioned Officer of Army / Navy / Air Force or Deputy Superintendent of Police or Assistant Commandant of Police / Security Force having a Bachelor's degree or equivalent from a recognized University/Institute with at least 55% marks in the qualifying degree with 06 years relevant experience.
OR
A Bachelor's degree from a recognized University/Institute with at least 55% marks in the qualifying degree with overall 15 years relevant experience out of which at least 05 years' experience in the Supervisory capacity in the Pay Level 7/8 as per 7th CPC (Grade Pay of Rs. 4600/4800 as per 6th CPC) or its equivalent in the Army / Navy / Air Force or CPO.
2. Should be able to ride motor cycle, motor car and handle fire arms.
3. Should be of sound health and active habits.
4. Should be conversant with security rules and procedures to deal with Police and the Public.
- Desirable Qualification : Training, conducting enquires & investigation, managing contacts and handling emergency situation like fire-fighting, rescue operations, floods, earthquake etc.
- Age limit : (i) The age limit for appointment on contract basis shall not exceed 40 years as on as on the last date of application.
(ii) The maximum age limit for which retired person can be engaged shall not exceed 62 years as on the last date of application.
- Consolidated Emoluments : Rs. 60,000 to 75,000/- per month consolidated
- Accommodation : Accommodation at IIT Campus (*subject to availability*)
- Tenure of appointment : The appointment for the above contractual position will be initially for One year, which can be further extended up to a maximum of three years' subject to satisfactory performance.
- Job Description : Presently, Security of the Institute campus as well as outside campus has been managed through Private Security Agency. The Institute has approx. 3000 students and 500 other persons i.e., *Institute employees and their Family Members*. The major roles & responsibilities of SO is:
1. To supervise the services provided by security agency and other associated work of round the clock security of the Institute;
 2. SO shall be responsible for safety of Wildlife within the Campus and prompt action is anticipated in case of Fire;
 3. Besides the above, any other work assigned by the *Competent Authority* related to Security service of the Institute; and
 4. The candidate selected may have to perform night shift duty from time to time.

The desirous candidates having requisite qualifications and fulfilling other eligibility may apply for the posts latest by **16 Aug 2021** in the format given at **Annexure A**.

General Instructions to the applicants:

1.	The candidate(s) who fulfills the requirements may apply in the prescribed format (Attached as Annexure-A) along with copy of all the certificates in support of their qualification, experience as well as <i>no objection certificate</i> from the present employer, if applicable. Application of the same shall be mailed in a single PDF file (application along with all documents) to Office of Establishment-II, IIT Jodhpur at the address – recruitment@iitj.ac.in on or before 16 Aug 2021 .
2.	Selected candidates shall not have claim on any regular position and shall not be bestowed any of the privileges like Housing, Medical Facility and Other benefits available to the regular employees of the Institute.
3.	Applicants are advised to ensure, before appearing for the post, that they possess the minimum essential qualification and experience laid down for the post. Qualification obtained has to be from recognized University/Institute. Eligibility in terms of age, qualification and experience of a candidate shall be considered as on the last date of application.
4.	Interested candidates may also in their own interest ensure that they fulfill the eligibility conditions. Ineligible candidates will not be allowed to appear for interview. Verification of documents will be done before interview.
5.	In case of large number of applicants, the Competent Authority, IIT Jodhpur reserves the right to shortlist candidates by adopting appropriate criteria.
6.	The number of vacancies indicated in the notification is tentative. IIT Jodhpur reserves the right to increase or decrease or NOT to fill any of the posts advertised.
7.	No TA/DA will be paid for attending the <i>Interview</i> .
8.	In case of any inadvertent mistake in the process of selection, which may be detected at any stage even after issue of the appointment letter, the Institute reserves the right to <i>modify, withdraw or cancel</i> any communication made to the Applicants.
9.	After joining the service of the Institute, the person(s) will have to abide by the Rules, Regulations, Ordinances, Statutes and Act of the Institute applicable from time to time. He/ She may be assigned any duty within or outside the Institute depending upon the exigency of the work.
10.	The Institute shall verify the antecedents or documents submitted by a person at the time of appointment or during the tenure of the service. In case, it is detected that the documents submitted by the candidates are fake, or the person has a clandestine antecedents or background and has suppressed the said information, then his/her services shall be terminated forthwith and legal action may be initiated against such candidates/employees.
11.	No interim correspondence whatsoever will be entertained from the candidates.
12.	Canvassing in any form or bringing in any influence political or otherwise will be a disqualification for the post.
13.	In case of any dispute/ambiguity that may occur in the process of selection, the decision of the Institute shall be final.
14.	For a query related to advertisement of the post, applicant may send e-mail on recruitment@iitj.ac.in However, enquiry/queries related to eligibility for the post/interpretation of rules or forwarding of CV will not be entertained.

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Advisor (Admn.) & Offg. Registrar



भारतीय प्रौद्योगिकी संस्थान जोधपुर
Indian Institute of Technology Jodhpur
Office of Establishment-II

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ANNEXURE-A

APPLICATION FOR THE POST OF MEDICAL OFFICER / SECURITY OFFICER

POST APPLIED : _____

(Advt. No: IITJ/ 2021-22/O(E-II) /MO&SO/38 dated 27 July 2021)

1. Name of the applicant :
(in BLOCK LETTERS)
2. Father's name :
3. Permanent address :
4. Address for correspondence :
5. Phone No. & Email ID :
6. Gender (Male/Female) :
7. Date of birth :
8. Whether belongs to :
GEN/EWS/SC/ST/OBC
9. Marital Status :
10. Educational qualifications :

Affix self
attested
Passport size
photograph

Exam Passed	Name of Board/University	Year of Passing	% of marks/CGPA	Div.	Subject	Remarks

11. Experience (1) :
(2) :
12. Registration with State/Central :
Medical Council with details
(for MO post only)
13. Name of the last employer, if :
any
14. Any other relevant information :

Declaration

I _____do hereby declare that all statements made in this application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect or ineligibility being detected before or after the test, my candidature will stand cancelled and my claim for the recruitment stand forfeited.

Date:

Place:

Signature of the candidate