



SECURITY PRINTING PRESS

(A unit of Security Printing and Minting Corporation of India Ltd)
(Wholly owned by Government of India)

**Mint Compound : Saifabad,
HYDERABAD-500 063**

Telephone: (+) 91-40-23253 606 Fax: (+) 91-40-2345 6687 E-mail: spp.hyd@spmcil.com

Employment notification for the post of Medical Officer on contract basis in Security Printing Press, Saifabad, Mint Compound, Adj. to Secretariat, Hyderabad-500 063.

INDEX

(a) Copy of Notification published in Hindu, Times of India and Andhra Jyothi (Telugu News Paper)

(b) Format of application form to be submitted by the candidate at the time of interview. It may be noted that the candidates attending for the interview may submit their personal bio-data in the prescribed application form alongwith two latest passport size photographs. One photograph may be affixed to the application in the space provided and another one may be enclosed to the application.

(c) Terms and conditions for appointment of Medical Officer on contract basis.

Officer to be contacted for any details: Shri N. Sidhan
Deputy Manager (H.R.)
Phone No. 040- 23253 604
040- 23253 606



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No.SPP/HR/2014-15/MO/OS/436/37/38/

Dated: 9-5-2014

WALK-IN-INTERVIEW

For engagement of Doctors on Full-time Contract Basis

The General Manager, Security Printing Press, Hyderabad intends to engage the services of one Medical Officer possessing qualification of M.B.B.S/P.G. in Medical with a valid Registration/ Recognition Certificate issued by Medical Council of India, on full time contract basis and on consolidated payment (without any additional allowances) initially for a period of one year and likely to be extended further subject to requirement. The interested persons including retired Medical Officers/Doctors from the services of Central Govt./State Govt./Public/Private Sectors upto the age group of 65 years, who fulfill the conditions for the above post may directly attend the WALK-IN-INTERVIEW on 27th May, 2014 (Tuesday) at 2.30 p.m., alongwith the all original certificates. For more details, prescribed terms and conditions, the applicants are requested to visit our WEBSITE: **<http://spphyderabad.spmcil.com>**. for full test of the advertisement, before attending for the Walk-In-Interview.

Sd/-----

(S.P. VARMA)

GENERAL MANAGER



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Affix
Passport
size
photograph

1	Name of the candidate (in block letters)	
2	Father's name	
3	Date of birth (DD/MM/YY)	
4	Age as on 9-5-2014	

5	Permanent address (House no./plot no. street no./ locality land mark if any, Town/City/postal pin code}				
6	Address for correspondence				
7	Phone No. for contact	Land Line: Mobile:			
8	Religion:				
9	Nationality				
10	Whether belongs to SC/ST/OBC/Ex-serviceman/ P.H. If yes, please specify the status only for record purpose.				
11	Details of educational qualifications				
Sl. No.	Details of Exam passed	Year of passing	Division	% of marks	Board/University

12	Details of experience			
Sl. No.	Name of the organization	Position held	Period (from – to)	Brief description of duties

13. Please specify whether any relative (s) is working in the Units of SPMCIL. If so, furnish their name and designation and relationship.

14. Details of enclosures:

15. Declaration: I hereby certify that the statements made in the application are true and correct.

Dated:

Place:

Signature of the candidate



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(c) Terms and conditions for appointment of Medical Officer on contract basis.

(1) Name of the post:	Medical Officer on contract basis
(2) Place of working	Security Printing Press, Mint Compound, Adj. to Secretariat, Hyderabad-500 063.
(3) Date & Time and venue of interview	At 2.30 p.m. on 27-5-2014 (Tuesday) 3 rd Floor, Administrative Block, Security Printing Press, Mint Compound, Adj. to Secretariat, Hyderabad-500 063.
<i>(4) Qualifications and consolidated payment offered</i>	
MBBS/P.G. in Medical with post specialization experience upto 5 years	Rs. 25,000/- per month (all inclusive without any additional allowances).
MBBS/P.G. in Medical having more than 5 years of post specialization experience	Rs. 30,000/- per month (all inclusive without any additional allowances).
(5) The candidates appearing for the interview are required to produce the certificates of educational qualifications, experience, age proof, etc. in original with one set of Photostat copies, for verification. The originals will be returned immediately after verification.	
(6) Age limit: Not more than 65 years including retired persons from any Govt. service.	
(7) The retired officers may submit a copy of the Pension Payment Order or any other valid document in proof having served in the Govt./allied institutions.	

(8) **Nature of duties:** He is required to discharge all functions attached to the post of Medical Officer from the Dispensary located in this Unit. The Medical Officer has to attend the Industrial Staff, Office employees, Security staff and Executives working in the Unit during the duty hours as and when such employees are reporting to him for treatment of the ailments they are suffering.

(9) The working hours are from 9.00 a.m. to 5.00 p.m. with usual ½ hour recess on all working days (except Sundays and notified holidays).

(10) The tenure of the appointment will be for a period one year from the date of joining. The tenure of the contract would automatically come to an end after expiry of aforesaid term, unless it is extended by the competent authority by issue of an official order.

(11) The selected candidate (here-after will be known as 'he') is required to produce a medical fitness certificate from any Authorised/Govt. Medical Officer at the time of joining, for record purpose.

(12) He is required to follow all the security instructions prevailing in the Unit from time to time.

(13) He should maintain absolute secrecy and confidentiality in matters relating to the official documents and/or information which he acquires during the tenure of the contract. He should maintain absolute integrity, discipline, and devotion to the duty and do nothing against the interests of Security Printing and Minting Corporation of India Limited. Any contravention to this condition will entail for immediate termination of the contract notwithstanding clause no. 14 below.

(14) The performance of the individual may be reviewed periodically to ensure completion of assignment(s) entrusted. In the event of performance being unsatisfactory, his services are liable to be terminated without any notice and/or without assigning any reasons thereof notwithstanding clause no. 15 below.

(15). The Management reserves the right to terminate the services by giving one month's notice or by giving one month's consolidated payment in lieu of such notice during the tenure of the contract. Similarly, in case the candidate likes to foreclose the contract, he can do so by giving one month's notice in writing or by depositing one months' consolidated payment in lieu of such notice.

(16) During the tenure of the contract, the Medical Officer is required to devote himself to the work assigned to him and will not undertake any other commercial employment either on full time basis or part time basis.

(17) He is entitled for one day leave after completion of every 20 days of service in the dispensary, by applying the same to the competent authority.

(18) The monthly consolidated payment will be paid on the basis of actual working days. In the event of absence beyond permissible leave period, the remuneration will be paid proportionately.

(19) The Medical Officer is responsible for all the correspondence with Govt. Medical Stores Depot, Sanathnagar, Hyderabad for placing the indents from to time and also for monitoring the procurement of medicines as per the requirements of the Dispensary. He is also responsible for maintaining the stock registers.

(20) The Medical Officer will not be provided any residential accommodation for his living purpose and he has to make his own arrangements in this regard at his own cost in case he is a non-resident of Hyderabad/ Secunderbad.

(21) The Medical Officer is required organize Medical Camps for the benefit of the employees from time to time in the premises in collaboration with any Corporate Hospitals.

(22) The monthly consolidated payment will be paid directly to the Medical Officer in the form of Cheque/NEFT. The Govt. Statutory levies if any will be deducted from the payment and net amount only will be paid in each month.

(23) The selected candidate is required to execute an agreement with the General Manager, SPP, Hyderabad on the day of reporting to the duty.
