



BHARAT HEAVY ELECTRICALS LIMITED
COMPONENT FABRICATION PLANT, RUDRAPUR

Ref No: BHE: RU: HR: PTMC: 2023-24:

Dated: 21.10.2023

ADVERTISEMENT No. CFP/HR/01/2023

BHEL Rudrapur invites applications from candidates possessing the following qualifications to engage them as **PART TIME MEDICAL CONSULTANT (PTMC)** for a period of 1 year.

SL. No.	No. of Vacancy	MINIMUM QUALIFICATION & EXPERIENCE REQUIRED	Approx. Working days in a month	Upper Age Limit (As on 01.10.2023)
1	One*	MBBS with one-year Experience.	26	70 Years
2	One*	MBBS with one-year Exp.	12	70 Years

***Only one post of PTMC, either Sl. No. 1 or 2 will be filled by BHEL as per requirement.**

The term of PTMC will be one year at the time of initial appointment. Subsequent renewal(s) of term can be extended for a maximum period of three years, one year at a time, at the discretion of the management. There will be one-month notice period, on either side.

IMPORTANT INSTRUCTIONS:

- All candidates applying for the above posts should have their MBBS Degree recognized by Medical Council of India (MCI).
- All candidates applying for the above posts must be registered with Medical Council of India or by a State Medical Council.
- Candidates called for interview shall not be paid any TA / DA.
- The candidates will be selected based on their document verification and performance in interview. However, BHEL reserves the right to accept or reject any application without assigning any reason. All official communication shall be done on the applicant Phone Number or email-id only.

The Scope of Work:

Post 1:

Sl. No.	Brief Job Description	Working hours	Execution Frequency
1.	Daily consultant/health checkup of employees and their dependents. Bill processing of employees and hospitals.	6 hours per day	Daily (including Occupational health checkup)
2.	Occupational health checkup at factory	6 hours per week	Per week (on Monday, Wednesday, Friday)

Post 2:

Sl. No.	Brief Job Description	Working hours	Execution Frequency
1.	Daily consultant/health checkup of employees and their dependents. Bill processing of employees and hospitals.	2 hours per day	Per week (on Monday, Wednesday and Friday) (including Occupational health checkup)
2.	Occupational health checkup at factory	2 hours per day	Per week (on Monday and Wednesday)
3.	Daily consultant/health checkup of employees and their dependents at Dispensary.	2 hours per day	Per week (Friday)

Office Work/Services for Post 1:

1. Timing of the work at dispensary will be 09.00AM to 01.00 PM & 4.00PM to 6.00PM. Part Time Medical Consultant has to provide consultancy/health checkup of employees and their dependents.
2. On Monday, Wednesday and Friday of every week, occupational health services will be provided at BHEL factory premises from 9.00 AM to 1.00 PM.
3. Timings and schedule of Dispensary services and Occupational Health Services may be changed by BHEL as per requirement.
4. At factory the health check-ups of employees will be carried out as per plan provided by BHEL authorized personnel.
5. The medical reimbursement bills of employees and hospitals will be verified by PTMC as per BHEL medical policy.

Office Work/Services for Post 2:

1. Timing of the work at dispensary will be 12.00PM to 2.00PM. Part Time Medical Consultant has to provide consultancy/health checkup of employees and their dependents on Friday.
2. On Monday and Wednesday of every week, occupational health services will be provided at BHEL factory premises from 10.00 AM to 12.00 PM.
3. Timings and schedule of Dispensary services and Occupational Health Services may be changed by BHEL as per requirement.
4. At factory the health check-ups of employees will be carried out as per plan provided by BHEL authorized personnel.
5. The medical reimbursement bills of employees and hospitals will be verified by PTMC as per BHEL medical policy.

SELECTION PROCESS:

Selection Process will consist of **Document Verification and Interview.**

MEDICAL FITNESS:

The Applicant should have a sound health. The appointment shall be subject to meeting the good health standards. The candidates are advised in their own interest that they should get themselves thoroughly examined by a Competent Medical Officer. Medical Fitness Certificate in the prescribed format will be required at the time of joining.

REMUNERATION: Based on hours of engagement, the remuneration will be as given below:

Sl. No.	Qualification	Approx. Working days in a month	Emoluments per hour (Rs.)
1.	MBBS with 01 year experience	26 days	In case of engagement for more than 02 hours but less than 06 hours per day Rs. 350/- per hour
1.	MBBS with 01 year experience	12 days	In case of engagement for thrice in a week for maximum 02 hours per day Rs. 520/- per hour

CONVEYANCE CHARGES:

Conveyance charges @ Rs. 180/- per day subject to maximum of Rs. 4500/- PM for Post 1 and Conveyance charges @ Rs. 180/- per day subject to maximum of Rs.2700/- PM for Post 2 for coming to dispensary/factory will be paid extra by BHEL.

HOW TO APPLY

- ❖ **Interested candidates are required to fill-up the bio-data form to attend the Personal Interview** at Conference Hall, BHEL CFP, Rudrapur, Uttarakhand – 263153.
- ❖ **Walk in Interview will be conducted on 01 to 03 Nov'23 from 09:00 AM to 05:00 PM.**
- ❖ Candidates are advised to possess a valid e-mail ID. They are also advised to keep this e-mail ID active for a period of minimum two years, as any important intimation to them shall be provided by BHEL through e-mail.
For any queries, may contact at phone No.:- 05944 257272 or 05944 257265 or 05944 257207 or email id – cfphradmin@bhel.in.

- ❖ **Interested candidates are required to bring the following Certificates (original and one self-attested photocopy) at the time of interview:**
 1. Duly filled in Bio-Data Form (Proforma available at <https://careers.bhel.in>) along with two latest passport size photographs.
 2. Self-Attested High School Mark sheet and Certificate.
 3. Self-Attested Intermediate Mark sheet and Certificate
 4. Self-Attested MBBS all Semester Mark sheets, Internship Certificate & Degree Certificate.
 5. Self-Attested all Mark sheets and Relevant Certificate of MD/MS/PG Diploma
 6. Self-Attested Registration Certificate issued by the Medical Council of India or by a State Medical Council.
 7. Proof of MD/MS/PG Diploma/MBBS degree being recognized by MCI.
 8. Proof of Experience (experience certificate preferably on letter head of the organisation)

GENERAL INSTRUCTIONS:

- ❖ The candidates should ensure while applying that they fulfill the essential eligibility criteria and other requirements prescribed for the above posts and that the particulars furnished by them are correct in all respects. In case, it is detected at any stage of recruitment process that the candidates do not fulfill the essential eligibility criteria and /or does not comply with other requirements and /or he/she has furnished any incorrect / false information or has suppressed any relevant information / material fact(s), his / her candidature is liable to be rejected. If any of the above shortcomings is/are detected, even after appointment, his/her services are liable for suitable action including termination and prosecution.

- ❖ The Management reserves the right to Revise / Reschedule / Cancel / Suspend the recruitment process, if the need so arises, without assigning any further notice or reason thereof. The decision of the management shall be final and no appeal shall be entertained. The Company reserves the right to reject any application without assigning any reason whatsoever.
- ❖ Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement and /or an application in response thereto can be instituted only in Rudrapur and Courts/Tribunals/Forums (Jurisdiction Courts) at Rudrapur only shall have sole and exclusive jurisdiction to try any such cause / dispute.
- ❖ Management reserves the right to disqualify any candidate who is unable to produce relevant documents in proof of qualification and experience. No correspondence in this regard shall be entertained.
- ❖ **Any CORRIGENDUM/CHANGES/UPDATES shall be available ONLY on our website www.careers.bhel.in NO INTIMATION SHALL BE GIVEN IN ANY NEWSPAPER/ANY OTHER MEDIA.**
- ❖ Any form of canvassing or bringing extraneous pressure will be disqualification and will render the candidate ineligible for selection.

Sr. Dy. General Manager (HR)