



INDIAN INSTITUTE OF PETROLEUM AND ENERGY

VISAKHAPATNAM

Advt. No.: IPE/Recruit/NTS/Physician/2024/03

Date: 07th August, 2024

ADVERTISEMENT FOR ENGAGEMENT OF MEDICAL OFFICER ON PART-TIME BASIS

Indian Institute of Petroleum and Energy, Visakhapatnam invites applications from the interested and eligible candidates for engagement as **Medical Officer** on **part-time basis** for Institutional services. The position is purely temporary in nature. The details are as follows:

1.	Name of the Post	Medical Officer
2.	No. of posts	01 (One)
3.	Nature of Engagement and tenure	The engagement shall be on part-time basis, purely temporary in nature and initially for a period of twelve (12) months.
4.	Upper age limit	55 years
5.	Essential Qualifications	M.B.B.S. with at least 60% marks from a recognised University. Candidate should have completed the compulsory rotatory internship.
6.	Desirable	M.D. or equivalent PG Medical qualifications with at least 60% marks in General Medicine.
7.	Experience	Candidates having experience will be preferred.
8.	Pay	Negotiable in between the range of Rs. 30,000/- to Rs. 60,000/- per month based on experience and qualifications.
9.	Duties	On visit basis; and up to a duration of 02 hours for each visit. At least 05 visits in a week including to IPE Hostels.
10.	How to Apply	Interested candidates fulfilling the eligibility criteria are requested to send the complete and duly signed prescribed application placed at Annexure-1, along with copies of all the certificates in support of their educational qualifications and experience, to email id < staffrecruitment@iipe.ac.in >
11.	Selection Procedure	The selection of the candidate will be done by the Selection-cum-Search Committee after interaction/ Interview.

General terms & conditions

12. The engagement will be on part-time basis, purely temporary in nature, initially for a period of twelve (12) months and further extendable by another 12 months, on mutual agreement by both the parties.

13. The engagement can be terminated with 30 days prior notice from either side.

14. Nature of Duties:

(i) Examine and test the students, staff & their dependents for any ailments/ injuries.

(ii) Verify the medical bills of the staff for correctness and to recommend for reimbursement of such bills as per Institute's policy/ CGHS norms.

(iii) In case of any emergency, rendering necessary medical attention.

(iv) Any other relevant duties as assigned by the Institute from time to time.



15. Since, the engagement is a part-time basis, the incumbent of the post will not be an employee of IPE and as such he/she will not be entitled to receive benefits/ payment from the IPE other than the pay as per the visits.

16. As the engagement will be on visit basis, the incumbent of the post will not be entitled to any leave.

17. This engagement will not interfere/ affect the incumbent's own practice as a medical practitioner.

18. The eligibility of the candidate in terms of qualifications/ experience, etc. shall be considered as on the last date of the application.

19. The Institute reserves the right to restrict the number of candidates for the interaction/ interview to a reasonable limit on the basis of qualifications, level and relevance of experience higher than the minimum qualified in the advertisement and other academic achievements. The Institute also reserves the right of rejecting any or all the applications without assigning any reasons therefor.

20. Educational qualifications prescribed in this advertisement must have been obtained from a recognised Board/ Council/ University/ Institute.

21. Candidates should satisfy themselves, before applying to the post that they possess at least the minimum essential qualifications, knowledge, and experience as laid down in the advertisement.

22. The candidate will have to produce his/ her valid Photo Identity Proof and all his/her original certificates in proof of the educational qualifications and the experience claimed in the application at the time of Interview.

23. No TA/DA will be paid to the candidates appearing for the Interview and to the selected candidate to join the post.

24. Last date for apply: Candidates possessing the requisite qualification and experience are required to send the complete and duly signed prescribed application placed at Annexure-1, along with copies of all the certificates in support of their educational qualifications and experience, to email id <staffrecruitment@iipe.ac.in> or hand over in person to the Administration Office, IPE, 2nd Floor, Main Building, AUCE (A), Visakhapatnam between 10:00 AM to 05:00 PM on or before **13th August, 2024.**

25. The candidates may contact on 0891-2856012 for any other queries/ details during office hours (10:00 AM to 05:30 PM) on all working days.



L. Srinivas
Registrar
REGISTRAR
INDIAN INSTITUTE OF PETROLEUM & ENERGY
VISAKHAPATNAM
07/08/2024

**INDIAN INSTITUTE OF PETROLEUM AND ENERGY VISAKHAPATNAM****Proforma of Application Form****(A) General Information**

1.	Post applied for	Medical Officer (On Part-time Basis)	Paste recent passport size photograph
2.	Full Name (in Block letters)		
3.	Father's / Husband Name		
4.	Gender (Male/ Female/Others)		
5.	Date of Birth/...../.....	
6.	Age as on 13.08.2024 Years Months Days	
7.	Marital Status	Married/ Unmarried	
8.	Mobile No.		
9.	Email Address		
10.	Correspondence Address		
11.	Permanent Address		

(B) Academic Qualifications:

Sl.	Name of the Degree	Subjects/ Specialization	Board/ University	Year of passing	Percentage/ CGPA
1.					
2.					
3.					
4.					
5.					

(C) Experience (duly supported with certificates issued by the concerned employer (s))

Chronological list of experience							
Sl	Designation	Name of the Employer	Period of Experience		No. of years/ months	Scale of pay & Gross emoluments	Nature of work done
			From date	To date			

(D) Additional Information, if any:

Declaration: I hereby declare that I have carefully read and understood the instructions and particulars supplied to me, and that all entries in this application as well as attached sheets are true to the best of my knowledge and belief. If any part of the information given is found to be false or incorrect, I shall forfeit the claim to the post and will be liable to the disciplinary action.

Date:

Signature of Applicant