

## **TERMS AND CONDITIONS FOR VISITING MEDICAL OFFICER**

1. **Location** : NITTTR, Taramani, Chennai – 600113
2. **Contract Period** : The Contract is initially for a period of one year. Subject to the satisfactory performance, the term may be extended for one more year.
3. **Qualification** : M.B.B.S from a recognized university and Registered with the Indian Medical Council.
4. **Experience** : Minimum 05 years post-qualification experience.
5. **Age limit** : Maximum 65 years (as on last date of advertisement), upper age limit is relaxable at the discretion of Management.
6. **Remuneration** : VMO will be paid a consolidated honorarium of Rs 40,000/- (Rupees Forty Thousand Only) per month (all inclusive). Payment will be made after deduction of applicable Tax. Candidate should be possessing Income Tax PAN card at the time of joining.
7. **Job Description** :
  - 7.1 Providing medical services & consultation to the staff, Students and others working in our institute
  - 7.2 Administrative Work : Scrutiny And Certification of
    - i. Staff Medical Bills (Both out-patient & in-patient)
    - ii. Issue of Prescription for medicines & Referral Memos to regular staff for specialist treatment, lab tests / X-rays, scan etc.
    - iii. Indenting for procurement of medicines for Medical Centre (First Aid Medicines only)
    - iv. Medical certificates enclosed along with the leave applications
8. **Leave Facilities** : During engagement as Visiting Medical Officer (VMO) will be allowed 1 day leave per month. Advance intimation about taking leave has to be given to Sr. Admin Officer, NITTTR Chennai. You are not entitled to any other type of leaves, benefits or perquisites.
9. **Notice Period** : Your services are liable for termination on Two Month's notice either side or Two month's honorarium in lieu of notice.
10. **Rights reserved** : NITTTR, Chennai reserves the right to accept or reject the candidature at its discretion

**Miscellaneous :**

11. VMO will have to make own transport arrangements for commuting between your residence and NITTTR, Chennai.
12. Consolidated Honorarium will be paid to your SB Account every month, after deductions towards Income Tax , Leave adjustments etc.
13. Application form (enclosed herewith) has to be duly filled and signed by the Candidate with Photograph affixed and submitted along with necessary documentary proof in support of Educational Qualification, Experience, Registration Certificate with Medical Council of India, Tamilnadu Medical Council, Service Certificate, SSLC / HSC Certificates in support of Age Proof, Community Certificate (if belonging to SC/ST/OBC)
14. The filled application form with documentary proof as mentioned above, should reach the **Sr. Admin Officer, National Institute Of Technical Teachers Training and Research (NITTTR), TARAMANI, CHENNAI – 600 113** by Courier or Speed Post or in person within the last date of submission.