

OFFICE OF THE DEAN ND PRINCIPAL , SCB MEDICAL COLLEGE, CUTTACK

No. 12373 /Dt. 05.09.2019

FILLING UP THE POST OF TRANSPLANT COORDINATOR AT SCBMC, CUTTACK ON CONTRACTUAL BASIS

Applications are invited from eligible candidates for selection to the post of Transplant Coordinator in the Renal Transplant Unit at SCB MC,Cuttack . The applicant must have acquired the required qualifications for the post applied for on or before the date of counseling, The engagement shall be on contractual basis. The posts are non-practicing and the candidates will be paid contractual remuneration and the conditions of the service will be guided as per the GA/ Finance Department notification issued to this effect .

1. Available vacancy / Eligibility/ Remuneration:

Sl No.	Name of post	Vacancy	Maximum age Limit in years	Remuneration per month
1	Transplant Coordinator	1(U.R)	45 (Upper age limit can be relaxed as per the provision of the Govt. Rule)	Rs.16880/-(consolidated) with yearly increment as per GA & PG Department Notification No.19569/ Gen.dt.12.09.2017

2. Eligibility & Qualification:

Transplant Coordinator:

Candidate should have Graduation in any recognized system of Medicine / Nursing/ Graduation in any subject (Master in Social Work/ Psychiatry /Sociology /Social Science /Public health shall be preferred) from a recognized university / institution.

1. Must have obtained training in transplant coordination of minimum 1 month duration from reputed organization.
2. Must have one year experience in multi organ transplant coordination work.

3. Selection Process:

A. Eligible candidates shall apply in prescribed form attached to this advertisement to the Dean and Principal , SCB MC, Cuttack, along with photocopies of required documents. A fee of Rs. 500/- (Rupees Five Hundred)is to be deposited in the shape of Bank Draft in favour of Dean and Principal , SCBMC, Cuttack, payable at Cuttack.Copy of the bank transaction receipt is to be submitted along with application form.

B. To apply the candidates must appear personally before a selection committee along with the original documents on **19.09.2019 at 11.00 AM** in the College Council Hall of SCB Medical College Cuttack and submit the application form attached to this advertisement duly filled in and photocopy of required documents and one color passport photograph.

C. Selection shall be made on the basis of career marking and performance in an interview to assess the attitude, ability and exposure in transplantation related work.

- HSC-20%
- +2 -20%
- Graduation in any system of Medical / Nursing (40%) /Other Graduation -20% Post Graduation (Social Work/ Psychiatry /Sociology /Social Science /Public health) -20%
- Interview-20%

List of Selected candidates shall be notified in the website of SCBMCH, Cuttack i.e www.scbmch.nic.in & DMET(Odisha) i.e www.dmetodisha.gov.in.

Appointment order shall be issued by Dean and Principal , SCB MC, Cuttack.

N.B.: In case any candidate is found to have provided a false information or certificate etc. or is found to have withheld or concealed any information, his/her application shall be rejected and disciplinary /legal action as deemed proper will be initiated against him/her.

D. In case the candidate appointed to a post, fails to join within stipulated period, then the next candidate in the select list may be considered.

E. All communication shall be made through the website of SCBMCH, Cuttack i.e www.scbmch.nic.in & DMET(Odisha) i.e www.dmetodisha.gov.in.

F. The Select List may be kept valid for a period of one year from the date of its publication.

4. Terms and Conditions :

As the organ transplantation is a sensitive issue involving many psycho-social and financial factors, the appointed candidates shall have to maintain maximum discipline and must follow the following in true letter and spirit.

- a. To treat patients/public as individuals and respect their dignity, and to treat politely and considerately.
- b. To respect patients'/ public right to confidentiality
- c. To listen to patients and respond to their concerns and preferences
- d. To give patients the information they want or need in a way they can understand
- e. To respect patients'/ public right to reach decisions about their treatment and care
- f. To support patients in caring for themselves to improve and maintain their health
- g. To be honest and open and act with integrity
- h. To act without delay without putting patients at risk
- i. Never discriminate unfairly
- j. Never abuse patients' trust in you or the public's trust in the Profession.
- k. To remain prepared to justify the decisions and actions as you are personally accountable for your work.
- l. To take care so that patients do not suffer from any physical, financial, psychological harassment by any of your act.

In case any activity of the candidates appointed are observed in relation to non adherence to above, or found to be indulged in any unfair activity, then he/she shall be terminated with seven days notice in the greater interest of public and state. Legal action as deemed fit shall also be initiated against such person.

5. DOCUMENTS TO BE ATTACHED: (Self-attested photocopies)

- a. Bank Draft amounting Rs 500/- in original .
- b. Original application form.
- c. One passport size recent colour photograph signed by the candidate at front to be pasted on the application form.
- d. H.S.C./ Equivalent Certificate in support of age;
- e. +2/ Equivalent Examination Pass Certificate;
- f. Pass Certificate in respect of Eligibility/ qualification;
- g. Pass Certificate for any other qualification if claimed as eligibility;
- h. Mark sheet of HSC/+2 / Graduation / Post Graduation or any qualification obtained for eligibility.
- i. Experience certificates from appropriate authority.
- j. Certificate of Medical Registration where applicable;
- k. Valid Photo ID issued by the Govt. authorities i.e. Passport/PAN Card/Voter I card/AADHAAR card.

Sd/-

Dean and Principal
SCB Medical College, Cuttack

APPLICATION FORM FOR THE POST OF TRANSPLANT COORDINATOR

1	Name	Space for colour passport photograph				
2	Qualification					
3	Name of post applied for					
4	Address for communication (with mobile no. an email id)					
5	Current place of posting					
6	Sex					
7	Domicile State					
8	Nationality					
9	Date of Birth					
10	Marks secured					
	Examination	Board/University	Years of passing	Full marks(excluding 4 th optional)	Marks secured (excluding 4 th optional)	Extra chances taken
	HSC					
	+2					
	MBBS/ Other Graduation					
	Post Graduation					
11	Medical Registration No. & Year (if applicable)					
12	Work Experience					
	Name of Institution	Designation	From	To	Total Period	
13	Documents enclosed					
	HSC pass certificate			HSC mark list		
	+ 2 pass certificate			+2 mark sheet		
	MBBS/ Graduation pass certificate			MBBS/ Graduation mark sheet		
	Post graduation pass certificate			Post graduation mark sheet		
	Certificate in support of equivalent qualification			Up to date Registration certificate		
				Bank Draft		
14	Declaration					
	<p>I, do hereby declare that, all the information provided in this application form are correct to the best of my knowledge; in case it is found to be false my candidature for the post will be forfeited anytime during or after the selection to the post and legal action as deemed fit shall be initiated against me.</p> <p>Full Signature of Applicant Date: Place:</p>					