



**TATA MEMORIAL CENTRE**  
**HOMI BHABHA CANCER HOSPITAL AND RESEARCH CENTRE, VISAKHAPATNAM**  
**AN AUTONOMOUS BODY UNDER THE DEPARTMENT OF ATOMIC ENERGY, GOVT. OF INDIA**

Advt No: TMC/HBCHRCV/AD/01/2025

10.01.2025

**POSITIONS AVAILABLE**

***“Government strives to have a workforce which reflects gender balance and woman candidates are encouraged to apply”***

The Tata Memorial Centre (TMC) is a Comprehensive Cancer Centre with a mission to achieve the highest standards in patient care, cancer prevention, cancer research and professional development for oncology and allied disciplines. TMC is an autonomous body funded, controlled by the Department of Atomic Energy, Government of India. TMC is affiliated to Homi Bhabha National Institute (HBNI). The HBNI is a Deemed University of the Department of Atomic Energy with a mission to develop high quality postgraduate educational programs in science and technology including those related to Life and Health Sciences. TMC invites applications from eligible candidates of Indian nationality, who are keen to pursue a career in TMC. The below mentioned Full time positions are available in various departments of **Homi Bhabha Cancer Hospital & Research Centre, Visakhapatnam, A unit of Tata Memorial Centre (TMC)** are listed below.

**1. MEDICAL OFFICER ‘F’ (MEDICAL ONCOLOGY): (01-UR)**

Level	Level 13 [Pre-revised PB-4 (Rs.37400-67000) + 8700 GP]
Level of Pay	Rs.1,23,100/- Level 13, Cell 1 + Allowances applicable
Age: Upper Age limit as on: <b>10.02.2025</b>	50 years
Qualification & Experience:	<b>Educational Qualifications:</b> D.M. / D.N.B. (Medical Oncology) or equivalent postgraduate degree recognized by National Medical Commission. <b>Essential Experience:</b> Minimum 5 years' post D.M./ D.N.B. experience in Medical Oncology in Teaching Institute.

**2. MEDICAL OFFICER ‘E’ (RADIODIAGNOSIS): (01-UR)**

Level	Level 12 [Pre-revised PB-3, Rs.15600-39100 + 7600 GP]
Level of Pay	Rs.78,800/- Level 12, Cell 1 + Allowances applicable
Age: Upper Age limit as on: <b>10.02.2025</b>	45 years
Qualification & Experience:	<b>Educational Qualifications:</b> M.D. / D.N.B. (Radiology / Radio-diagnosis) or equivalent postgraduate degree recognized by National Medical Commission. <b>Essential Experience:</b> 3 years' post M.D./ D.N.B. experience in Radiodiagnosis in a teaching hospital.  Candidates with less than 3 years' experience after post-graduation will be considered for lower grade, if there are no suitably experienced candidates.

### **3. MEDICAL OFFICER 'E' (ANESTHESIOLOGY): (01-UR)**

Level	Level 12 [Pre-revised PB-3, Rs.15600-39100 + 7600 GP]
Level of Pay	Rs.78,800/- Level 12, Cell 1 + Allowances applicable
Age: Upper Age limit as on: <b>10.02.2025</b>	45 years
Qualification & Experience:	<p><b>Educational Qualifications:</b> M.D. / D.N.B. (Anesthesia) or equivalent postgraduate degree in Anesthesiology recognized by National Medical Commission.</p> <p><b>Essential Experience:</b> 3 years' post M.D./ D.N.B. experience in Anesthesia in a Teaching Hospital.</p> <p>Candidates with less than 3 years' experience after M.D./ D.N.B. will be considered for lower grade, if there are no suitably experienced candidates.</p> <p><b>Desirable Experience:</b> Experience in critical care and pain management is desirable.</p>

### **4. MEDICAL OFFICER 'E' (RADIATION ONCOLOGY): (01-UR)**

Level	Level 12 [Pre-revised PB-3, Rs.15600-39100 + 7600 GP]
Level of Pay	Rs.78,800/- Level 12, Cell 1 + Allowances applicable
Age: Upper Age limit as on: <b>10.02.2025</b>	45 years
Qualification & Experience:	<p><b>Educational Qualifications:</b> M.D. / D.N.B. (Radiation Oncology/ Radiotherapy) or equivalent postgraduate degree recognized by National Medical Commission.</p> <p><b>Essential Experience:</b> 3 years' post M.D./ D.N.B. experience in Radiation Oncology in a teaching hospital or cancer centre.</p> <p>Candidates with less than 3 years' experience after post-graduation will be considered for lower grade, if there are no suitably experienced candidates.</p> <p><b>Desirable Experience:</b> Adequate experience in Brachytherapy techniques, advanced 3D conformal treatment planning techniques and IMRT are desirable for this position.</p>

#### 5. MEDICAL OFFICER 'E' (PAEDIATRIC ONCOLOGY): (01-UR)

Level	Level 12 [Pre-revised PB-3, Rs.15600-39100 + 7600 GP]
Level of Pay	Rs.78,800/- Level 12, Cell 1 + Allowances applicable
Age: Upper Age limit as on: <b>10.02.2025</b>	45 years
Qualification & Experience:	<p><b>Educational Qualifications:</b> D.M. / D.N.B. (Paediatric Oncology / Medical Oncology) or equivalent postgraduate degree recognized by National Medical Commission.</p> <p style="text-align: center;"><b>OR</b></p> <p>M.D. / D.N.B. (Pediatrics) or equivalent postgraduate degree recognized by National Medical Commission.</p> <p><b>Essential Experience:</b> For D.M. / D.N.B. (Paediatric Oncology / Medical Oncology): Experience not required. M.D. / D.N.B. (Pediatrics) :3 years' post M.D./ D.N.B. experience in Paediatric Oncology in a Teaching Hospital.</p> <p>Candidates with less than 3 years' experience after post-graduation will be considered for lower grade, if there are no suitably experienced candidates.</p>

#### 6. MEDICAL OFFICER 'E' (NUCLEAR MEDICINE): (01-UR)

Level	Level 12 [Pre-revised PB-3, Rs.15600-39100 + 7600 GP]
Level of Pay	Rs.78,800/- Level 12, Cell 1 + Allowances applicable
Age: Upper Age limit as on: <b>10.02.2025</b>	45 years
Qualification & Experience:	<p><b>Educational Qualifications:</b> M.D. / D.N.B. (Nuclear Medicine) or equivalent degree in Nuclear Medicine recognized by National Medical Commission.</p> <p><b>Essential Experience:</b> 3 Years' post M.D. / D.N.B. experience in Nuclear Medicine in a Teaching Hospital.</p> <p>Candidates with less than 3 years' experience after post graduation will be considered for lower grade, if there are no suitably experienced candidates.</p>

#### 7. MEDICAL OFFICER 'E' (PLASTIC SURGERY): (01-UR)

Level	Level 12 [Pre-revised PB-3, Rs.15600-39100 + 7600 GP]
Level of Pay	Rs.78,800/- Level 12, Cell 1 + Allowances applicable
Age: Upper Age limit as on: <b>10.02.2025</b>	45 years
Qualification & Experience:	<p><b>Educational Qualifications:</b> M.Ch. / D.N.B. (Plastic Surgery) or equivalent postgraduate degree recognized by National Medical Commission.</p> <p><b>Essential Experience:</b> Minimum 1 year experience in Onco-reconstruction and Microvascular Surgery either during M.Ch training or Post M.Ch.</p>

### 8. MEDICAL OFFICER 'E' (MEDICAL GASTROENTEROLOGY): (01-UR)

Level	Level 12 [Pre-revised PB-3, Rs.15600-39100 + 7600 GP]
Level of Pay	Rs.78,800/- Level 12, Cell 1 + Allowances applicable
Age: Upper Age limit as on: <b>10.02.2025</b>	45 years
Qualification & Experience:	<b>Educational Qualifications:</b> D.M. / D.N.B.(Medical Gastroenterology) recognized by National Medical Commission. <b>Essential Experience:</b> Experience in Medical Gastroenterology. <b>Desirable Experience:</b> Experience in Medical Gastroenterology in oncology for minimum 1 year is desirable.

### 9. MEDICAL OFFICER 'D' (PALLIATIVE MEDICINE): (01-UR)

Level	Level 11 [Pre-revised PB-3, Rs.15600-39100 + 6600 GP]
Level of Pay	Rs.67,700/- Level 11, Cell 1 + Allowances applicable
Age: Upper Age limit as on: <b>10.02.2025</b>	40 years.
Qualification & Experience:	<b>Educational Qualifications:</b> M.D. / D.N.B. (Palliative Medicine) <b>OR</b> M.D. / D.N.B. (Anesthesiology) recognized by National Medical Commission. <b>Essential Experience:</b> Minimum 01 year post M.D. / D.N.B. experience in Palliative Medicine in a high volume hospital or cancer centre. <b>Desirable Experience:</b> A Post graduate Diploma or Certified Training in Palliative Medicine of at least 01 year duration in a high volume centre is desirable.

### 10. ASSISTANT MEDICAL SUPERINTENDENT- I: (01-UR)

Level	Level 11 [Pre-revised PB-3, Rs.15600-39100 + 6600 GP]
Level of Pay	Rs.67,700/- Level 11, Cell 1 + Allowances applicable
Age: Upper Age limit as on: <b>10.02.2025</b>	45 years.
Qualification & Experience:	<b>Educational Qualifications:</b> M.B.B.S or B.D.S. from a recognized university in India OR a Medical qualification included in the First Schedule or second Schedule or Part II of the Third Schedule of the Indian Medical Council Act, 1956. (Persons possessing qualifications included in Part II of Third schedule should also fulfil the conditions specified in section 13(3) of the Act) <b>AND</b> <b>a)</b> A Postgraduate qualification such as MD or DNB in Hospital / Healthcare Administration or a recognized equivalent qualification, with 1 year experience in Hospital Administration, after obtaining the P.G. Degree, in hospitals with minimum 100 beds. <b>OR</b> <b>b)</b> A Full Time M.H.A ( Masters in Hospital / Healthcare Administration / Management) or a Full Time M.B.A. or a Full Time Postgraduate degree recognized as equivalent to MBA by AICTE/AIU with 2 years' experience in Hospital Administration, after obtaining the P.G. Degree, in hospitals with minimum 100 beds.

### 11. MEDICAL PHYSICIST 'C': (01-UR)

Level	Level 10 [Pre-revised PB-3, Rs.15600-39100 + 5400 GP]
Level of Pay	Rs.56,100/- Level 10, Cell 1 + Allowances applicable
Age: Upper Age limit as on: <b>10.02.2025</b>	35 years.
Qualification & Experience:	<b>Educational Qualifications:</b> M.Sc. (Physics) and Diploma in Radiological Physics or Equivalent AERB approved qualifications. Certification of Radiological Safety Officer from AERB. <b>Essential Experience:</b> 1 year clinical experience as Medical Physicist with state of art technology. <b>Desirable Experience:</b> Computer programming skills in C++, MATLAB, Python etc. is desirable.

### 12. OFFICER-IN-CHARGE (DISPENSARY): (01-UR)

Level	Level 10 [Pre-revised PB-3, Rs.15600-39100 + 5400 GP]
Level of Pay	Rs.56,100/- Level 10, Cell 1 + Allowances applicable
Age: Upper Age limit as on: <b>10.02.2025</b>	40 years
Qualification & Experience:	<b>Educational Qualifications:</b> a. Bachelor's degree in Pharmacy with State Pharmacy Council registration and Post-Graduate Degree / Diploma in Material Management / Business Administration from reputed institute. <b>OR</b> b. MBBS from a recognized university with MCI registration and Post-Graduate Degree / Diploma in Material Management / Business Administration from reputed institute. <b>Essential Experience:</b> a. For B.Pharm + PG Degree / Diploma in Material Management / Business Administration: Candidate should have minimum 5 years experience post MBA in a functioning dispensary of a minimum 300 bedded hospital OR 10 years experience post MBA in a minimum 100 bedded hospital. Out of required experience minimum 2 years must be in senior position. b. For MBBS + PG Degree/ Diploma in Material Management / Business Administration: Minimum 4 years experience post PG Degree / Diploma out of which 2 years must be in minimum 300 bedded hospital.  The incumbent must have adequate knowledge of computerized operations, inventory management, well versed in FDA rules and procedures as per Drugs and Cosmetics Act.

### **13. SCIENTIFIC ASSISTANT 'C' (NUCLEAR MEDICINE): (01-SC)**

Level	Level 7 [Pre-revised PB-2, Rs.9300-34800 + 4600 GP]
Level of Pay	Rs.44,900/- Level 7, Cell 1 + Allowances applicable
Age: Upper Age limit as on: <b>10.02.2025</b>	35 years
Qualification & Experience:	<p>B.Sc. (Physics/ Chemistry/ Biology/ Nuclear Medicine or equivalent) with PGDFIT/ DMRIT and RSO Level-II (Nuclear Medicine) examination conducted by RPAD/ AERB with Minimum 01-year experience post qualification is required in the relevant field.</p> <p style="text-align: center;"><b>OR</b></p> <p>B.Sc. Nuclear Medicine Technology + PGDNMT (4 years integrated program) and RSO Level-II (Nuclear Medicine) examination conducted by RPAD/ AERB with Minimum 01-year experience post qualification is required in the relevant field.</p> <p style="text-align: center;"><b>OR</b></p> <p>B.Sc. Nuclear Medicine Technology (3 years' program) and RSO Level-II (Nuclear Medicine) examination conducted by RPAD/ AERB with Minimum 03-year experience post qualification is required in the relevant field.</p> <p style="text-align: center;"><b>OR</b></p> <p>M.Sc. Nuclear Medicine Technology or Equivalent course in nuclear medicine technology and RSO Level-II (Nuclear Medicine) examination conducted by RPAD/ AERB.</p>

### **14. SCIENTIFIC ASSISTANT 'B' (RADIATION ONCOLOGY): (01-OBC)**

Level	Level 6 [ Pre-revised PB-2, Rs.9300-34800 + 4200 GP]
Level of Pay	Rs.35400/- Level 6, Cell 1 + Allowances applicable
Age: Upper Age limit as on: <b>10.02.2025</b>	30 years
Qualification & Experience:	<p><b>Educational Qualifications:</b> B.Sc.(Physics) with minimum 50% marks and Post Graduate Diploma in Radiotherapy Technology from recognized institute / university approved by AERB.</p> <p style="text-align: center;"><b>OR</b></p> <p>B.Sc. (Radiotherapy Technology) – 3/4 years course from a recognized institute / university approved by AERB.</p> <p><b>Essential Experience:</b> <b>For B.Sc.(Physics) + PG with Diploma in Radiotherapy Technology:</b> Minimum 01 year experience in modern Radiotherapy Technology. <b>B.Sc. (Radiotherapy Technology):</b> 3 years' experience in modern Radiotherapy Technology.</p>

#### 15. CLINICAL PSYCHOLOGIST: (01-OBC)

Level	Level 6 [ Pre-revised PB-2, Rs.9300-34800 + 4200 GP]
Level of Pay	Rs.35400/- Level 6, Cell 1 + Allowances applicable
Age: Upper Age limit as on: <b>10.02.2025</b>	30 years
Qualification & Experience:	<b>Educational Qualifications:</b> M.A. (Clinical Psychology) or equivalent from a recognised University. <b>Essential Experience:</b> Minimum 3 years' experience in psychometric testing and interpretation, including neuropsychological tests and counselling and therapy. <b>Desirable Experience:</b> Experience in working with adults and children with cancer and/or chronic physical illness and willingness and ability to work in a multi-disciplinary mental health team dedicated to cancer patients are desirable.

#### 16. TECHNICIAN 'C' (ICU/OT): (01-EWS)

Level	Level 4 [Pre-revised PB-1, Rs.5200-20200 + 2400 GP]
Level of Pay	Rs.25,500/- Level 4, Cell 1 + Allowances applicable
Age: Upper Age limit as on: <b>10.02.2025</b>	30 years
Qualification & Experience:	<b>Educational Qualifications:</b> 12 <sup>th</sup> Std. in Science and Diploma of one year / 6 months in ICU/ OT/ Electronics/ Dialysis Technician from a recognized institute. <b>Essential Experience:</b> 3 years' experience in relevant field.

#### 17. NURSING SUPERINTENDENT GRADE I: (01-UR)

Level	Level 11 [Pre-revised PB-3, Rs.15600-39100 + 6600 GP]
Level of Pay	Rs.67,700/- Level 11, Cell 1 + Allowances applicable
Age: Upper Age limit as on: <b>10.02.2025</b>	45 years
Qualification & Experience:	<b>Educational Qualifications:</b> M.Sc (Nursing) Ph.D (Nursing) is desirable. Qualification must be from recognized university. <b>Essential Experience:</b> 12 years' experience out of which 08 years should be teaching /administrative experience including minimum of 4 years in Nursing administration. <b>Desirable Experience:</b> Clinical experience will be added advantage.

**18. FEMALE NURSE 'C': (01-UR, 01-OBC)**

Level	Level 9 [Pre-revised PB-2, Rs.9300-34800 + 5400 GP]
Level of Pay	Rs.53,100/- Level 9, Cell 1 + Allowances applicable
Age: Upper Age limit as on: <b>10.02.2025</b>	40 years
Qualification & Experience:	<b>Educational Qualifications:</b> General Nursing & Midwifery plus Diploma in Oncology Nursing. <b>OR</b> B.Sc.(Nursing) <b>OR</b> Post Basic B.Sc.(Nursing) Qualification must be from recognized university. Candidates should be eligible to register with Indian Nursing Council / State Nursing Council. <b>Essential Experience:</b> Minimum 12 years' clinical experience in a 100 bedded hospital. Hepatitis B vaccination to be completed. Clinical experience before post Basic B.Sc. shall also be considered. <b>Desirable Experience:</b> Preference will be given to candidates with administrative experience/ hospital administration course/ oncology experience.

**19.FEMALE NURSE 'A': (01-HH)**

Level	Level 7 [Pre-revised PB-2, Rs.9300-34800 + 4600 GP]
Level of Pay	Rs.44,900/- Level 7, Cell 1+ Allowances applicable
Age: Upper Age limit as on: <b>10.02.2025</b>	30 years
Qualification & Experience:	<b>Educational Qualifications:</b> General Nursing & Midwifery plus Diploma in Oncology Nursing. <b>OR</b> Basic or Post Basic B.Sc.(Nursing). Candidates should be eligible to register with Indian Nursing Council/ State Nursing Council. Candidates who have done Diploma in Nursing Oncology in TMC and served the entire bond period will be given relaxation in age by 5 years. General Nursing & Midwifery & Basic or Post Basic B.Sc (Nursing) should be recognized by Indian Nursing Council / State Nursing Council. <b>Essential Experience:</b> 01 year's clinical experience in a 50 bedded hospital. Hepatitis B vaccination to be completed. Clinical experience before post Basic B.Sc shall also be considered.



**20. ADMINISTRATIVE OFFICER III (HRD): (01-OBC)**

Level	Level 11 (Pre-Revised PB-3, Rs.15600-39100 + 6600 GP)
Level of Pay	Rs. 67,700/- Level 11, Cell 1 + Allowance applicable
Age: Upper Age limit as on: <b>10.02.2025</b>	55 years
Qualification & Experience:	<p><b>Educational Qualifications:</b> Graduate from a recognized University. Post Graduate Degree or Post Graduate Diploma or Master of Business Administration in Human Resource Development Management / Personnel Management / Labour Welfare / Industrial Relations / Public Administration from a reputed institute.</p> <p><b>Essential Experience:</b> Experience in Human Resource Development, Administration, Recruitment, Establishment matter, Industrial Relations, RTI matters, legal, vigilance etc.</p> <p><b>Candidates working in the Government/ Autonomous Body/ PSUs:</b> should be in the Pay Matrix Level-9 (GP 5400) or Candidates at Level-8 (GP 4800) with combined experience of 08 years at Pay Matrix Level-7 (GP 4600) and above.</p> <p><b>Candidate working in private sector:</b> should have 15 years of experience, out of which 05 years must be Managerial experience. Candidate should be drawing current gross salary of Rs. 1,08,700/- per month.</p> <p><b>Desirable Experience:</b> Candidates well versed with Government procedures will be preferred.</p>

**21. ACCOUNTS OFFICER II: (01-UR)**

Level	Level 8 (Pre-Revised PB-2, Rs.9300-34800 +.4800 GP)
Level of Pay	Rs. 47,600/- Level 8, Cell 1 + Allowance applicable
Age: Upper Age limit as on: <b>10.02.2025</b>	40 years
Qualification & Experience:	<p><b>Educational Qualifications:</b> Professional qualification of Chartered Accountant or ICWA (i) 5 years' experience post CA/ICWA <b>OR</b> (ii)7 years' total experience pre or post CA/ ICWA.</p>

**22. ASSISTANT: (01-SC)**

Level	Level 6 (Pre-Revised PB-2, Rs.9300-34800 +.4200 GP)
Level of Pay	Rs. 35,400/- Level 6, Cell 1 + Allowance applicable
Age: Upper Age limit as on: <b>10.02.2025</b>	35 years
Qualification & Experience:	<p><b>Educational Qualifications:</b> Graduate from a recognized University. Knowledge of Microsoft Office.</p> <p><b>Essential Experience:</b> Minimum 07 years of administrative (HRD, Administration, Accounts, Purchase, Stores etc.) work experience.</p>

**23. LOWER DIVISION CLERK: (01-UR, 02-SC)**

Level	Level 2 (Pre-Revised PB-1, Rs.5200-20200 + 1900 GP)
Level of Pay	Rs. 19,900/- Level 2, Cell 1 + Allowance applicable
Age: Upper Age limit as on: <b>10.02.2025</b>	27 years
Qualification & Experience:	<p><b>Educational Qualifications:</b> Graduate from a recognized University. Knowledge of Microsoft Office.</p> <p><b>Essential Experience:</b> Candidates should have minimum 1-year clerical work experience.</p>

**24. PUBLIC RELATIONS OFFICER: (01-UR)**

Level	Level 9 (Pre-revised PB-2, Rs.9300-34800 + 5400 GP)
Level of Pay	Rs.53,100/- Level 9, Cell 1 + Allowances applicable
Age: Upper Age limit as on: <b>10.02.2025</b>	50 years
Qualification & Experience:	<p><b>Educational Qualifications:</b> Master's degree in Public Relations or Journalism or Mass Communication of a recognized university.</p> <p><b>Essential Experience:</b> The candidate should have experience in public relations involving report writing, interaction with Media, event management, liaison with agencies etc.,</p> <p><b>Candidates working in Government Organization/ Public Sector Undertakings/ Autonomous Bodies:</b> Candidate must be in Pay Matrix Level-8 (Pre- revised Grade Pay Rs.4800) OR Candidate at Pay Matrix Level -7 (Pre-revised Grade Pay Rs.4600) with 5 years' experience.</p> <p><b>Candidates working in Private Sector:</b> should have 12 years' experience, out of which 2 years' must be managerial experience. Candidates should be drawing current gross salary of Rs. 95,200/-</p> <p><b>Desirable Experience:</b> Candidate well versed with Government procedures will be preferred.</p>

**25. ATTENDANT: (02-UR, 01-OBC, 01-SC, 01-ST)**

Level	Level 1 (Pre-Revised PB-1, Rs.5200-20200 + 1800 GP)
Level of Pay	Rs. 18,000/- Level 1, Cell 1 + Allowance applicable
Age: Upper Age limit as on: <b>10.02.2025</b>	25 years
Qualification & Experience:	<p><b>Educational Qualifications:</b> Matriculation or equivalent passed from recognized board.</p> <p><b>Essential Experience:</b> Candidate should have minimum one year experience in Filing, Record Keeping, Dispatch Work, Operating Photocopy machine, helping in office work, Dusting and Cleaning etc.</p>

## 26. TRADE HELPER: (01-SC, 03-EWS, 01-HH)

Level	Level 1 (Pre-Revised PB-1, Rs.5200-20200 + 1800 GP)
Level of Pay	Rs. 18,000/- Level 1, Cell 1 + Allowance applicable
Age: Upper Age limit as on: <b>10.02.2025</b>	25 years
Qualification & Experience:	<b>Educational Qualifications:</b> Matriculation or equivalent passed from recognized board. <b>Essential Experience:</b> Candidate should have at least one year experience in maintenance, cleaning and upkeep of equipment's in Operation Theatre / ICU / Diagnostics Services / Laboratory / Engineering etc. Miscellaneous Office work etc.

### GENERAL CONDITIONS:

- For posts at Sr. No. 1 to 10 (Medical posts),
  - The Academic designation such as Professor/ Assistant Professor/ Associate Professor etc. will be given after joining as per the National Medical Commission norms.
  - Indian Citizens, Overseas Citizens of India (OCI) card holders and foreign nationals who fulfil the conditions of qualifications, experience etc. are eligible to apply. The appointment will be subject to necessary clearance/ approval as applicable.
  - Candidates will be eligible for incentives based on individual and institutional performance.**
- Last date for online application is **10.02.2025** upto 05.30 p.m. (Indian Standard Time).
  - Candidates must send their candidature through "**Online Application**" only. **Candidates will have to upload required documents mandatorily mentioned in the form at the time of filling the Online Application.**
  - Candidates will be initially screened and called for Interview / Written Examination / Skill Test on the basis of information provided by them in the online application form.
  - Incomplete & Online non-submitted applications will be summarily rejected.**
  - Candidates who would be called for Interview / Written Examination / Skill Test are required to **carry original documents along with one set of copy** in support of the details furnished in the online application form regarding date of birth, qualifications, experience, caste, disability certificate etc., failing which such applicants will not be allowed to appear for Interview / Written Examination / Skill Test.
    - Date of Birth:** Birth Certificate / School leaving certificate / S.S.C passing certificate.
    - Educational Qualification:** Semester wise mark sheet/Consolidated marks memo & Passing Certificate of final examination.
    - Experience Certificates:**
      - Past Employment: Experience certificate indicating the date of joining and relieving.
      - Current Employment: Appointment letter, Last 03 months Pay Slips, Identity Card, NOC.
    - Caste Certificate:** Valid Caste Certificate (in the format of Government of India), Caste Validity Certificate in case of ST, Non Creamy Layer Certificate in case of OBC candidates not older than 01 year is mandatory. **Formats are uploaded on TMC website.**

- (v) **Economically Weaker section (EWS):** Valid income certificate (in format of Government of India) is mandatory not older than 01 year.
- (vi) **Persons with Disability:** Physical Disability Certificate.
- (vii) **PwBD:** Autism, Intellectual Disability, Specific Learning Disability & Mental illness with disability i.e. Specific Learning Disability (SLD)
- (f) **Through Proper Channel:** Persons working under Central / State Government / Autonomous Body / Semi Government Organisations and other Public Sector Undertakings must obtain the permission from their Head of the Organisation to apply for the post & to produce the same at the time of Written Examination / Skill test / Interview, failing which they shall not be allowed to appear for Interview / Written Examination / Skill Test.
- (g) **Referees:** Three Referees listed by the candidate should have been associated with the training or supervision of the candidate's work.
- (h) Tata Memorial Centre reserves the right to fix minimum eligibility standard / bench mark and restrict no. of candidates called for Written examination / Interview / Skill test taking into account various factors like no. of vacancies, percentage of marks in Graduate / Post Graduate Degrees etc. Tata Memorial Centre also reserves the right to fix minimum eligibility standard / cut-off marks (Group / Stream / Discipline / Category-wise etc.) while finalizing such candidates to be called for Written test / Interview / Skill test as well as selecting the candidates for final selection after Written test / Interview / Skill test. The decision of the Director, Tata Memorial Centre in this regard shall be final and binding and no correspondence in this regard will be entertained with the candidates.
- (i) Tata Memorial Centre reserves the right to restrict the number of candidates called for the Written Examination / Interview / Skill test to a reasonable limit, on the basis of qualifications and experience of the applicants. Mere fulfilling the prescribed qualifications will not entitle an applicant to be called for Written test / Interview / Skill test.
- (j) In case it is found at any stage of recruitment that the candidate does not fulfill the eligibility criteria and / or, the candidate has furnished any incorrect / false / incomplete information or has suppressed any material fact (s), his / her candidature will be cancelled. If any shortcoming is detected, even after appointment, the services of the candidate are liable to be terminated forthwith. Therefore, before applying for any post, the candidate should ensure that he / she fulfills all the eligibility criteria under the norms mentioned in the advertisement.
- (k) Tata Memorial Centre also reserves the right not to call any candidates to appear for Written examination / Interview / Skill test without assigning any reason thereof.
- (l) Canvassing in any form will disqualify the candidature..
3. Age & experience will be reckoned as on **10.02.2025**. **Experience will be reckoned post required qualifications.**
4. Reservation of posts under various categories shall be applicable as per Govt. Rules.
5. For Inquiry: Candidates may email to [recruitment@hbchrcv.tmc.gov.in](mailto:recruitment@hbchrcv.tmc.gov.in). No phone calls will be entertained.

**6. Age Relaxation:**

- (a) Upper age is relaxable for persons belonging to Reserved Categories such as SC/ST/OBC/PWD/Ex-servicemen & Other categories as per the instructions of Govt. of India as under:  
05 Years : SC /ST  
03 Years : OBC  
10 Years : PWD [additional 5 years in case of SC/ST & 3 years in case of OBC]  
Ex-servicemen: length of service in Armed forces plus 3 years (additional relaxation in case of SC/ST/OBC as per the instructions of Govt. of India).
- (b) If the post is only for unreserved category, age relaxation will not be applicable to reserved candidates.
- (c) Age relaxation maximum by 05 years for TMC employees and employees working in TMC on temporary basis/under project/on contract basis etc.

**7. Application Fee:**

- (a) Candidate shall pay the application fee of Rs.300/- online using Debit Card / Credit Card.
- (b) **SC / ST / Female Candidates / Persons with Disabilities / Ex-servicemen (1<sup>st</sup> time applying for civil post after serving any rank) are exempted from paying application fees.**
- (c) **The application fee paid will not be refunded under any circumstances.**

**8. Candidates may be offered a lower grade than what is advertised based on their working experience, research track record and overall assessment at the time of Interview and recommendation of the Selection Committee.**

**9. Benefits:**

- (a) **Allowances:** In addition to pay, other allowances including DA, HRA, TA etc. will be admissible as per the prevailing rules of TMC.
- (b) **Training & Development:** All officers will be eligible for institutional financial support for active participation in National and International Medical Meetings, Workshops and Conferences after their probation is closed.
- (c) **Medical Facility:** Will be admissible as per the prevailing rules of TMC.
- (d) **Accommodation:** Residential accommodation will be provided subject to availability.
- (e) **Retirement Benefits:** All are eligible for retirement benefits and pension under the New Pension Scheme.

10. Candidates appointed will be rotated in any Units of TMC (Tata Memorial Hospital, Mumbai, ACTREC, Navi Mumbai, Homi Bhabha Cancer Hospital, Sangrur, Homi Bhabha Cancer Hospital & Research Centre, Mullanpur, Mahamana Pt. Madan Mohan Maliviya Cancer Centre (BHU), Varanasi, Homi Bhabha Cancer Hospital, Varanasi, Dr. B. Borooah Cancer Institute, Guwahati, Homi Bhabha Cancer Hospital & Research centre, Muzaffarpur, Homi Bhabha Cancer Hospital & Research Centre, Jatni, Odisha on the needs of the Units concerned as and when necessary.

11. **Transfer:** Selected candidates shall have to serve the respective location for minimum of 5 years before any request for transfer to other units of TMC. However, TMC management reserves the right to transfer any of the staff member.

12. The TMC also may exercise the option to offer appointments on "Contract Basis" for a fixed term on a consolidated remuneration.

13. **Non Receipt of Application:** Tata Memorial Centre does not take any responsibility for non-receipt of application through Online.

14. **Legal jurisdiction for any dispute will be at Visakhapatnam.**

[P. V. RAMA KRISHNA]  
CHIEF ADMINISTRATIVE OFFICER