



**Advertisement for the post of Medical Officer (MO) on contract**

Indian Institute of Technology Indore (IIT Indore), an Institute of National Importance, is ranked in the top 14 engineering institutes in the country by National Institute Ranking Framework (NIRF) in the year 2023. IIT Indore is one of the second generation IITs established by Ministry of Education, Government of India. IIT Indore has made its presence felt as a centre of excellence for innovation, learning, teaching, and research. The Institute with its state-of-the-art infrastructure and a productive and learning work environment aims to attract the best talent for its staff recruitment.

IIT Indore invites applications from Indian nationals having excellent academic record and relevant work experience for the following position on contract basis:

**Medical Officer (On Contract) - 01 Post**

**Qualification:** MBBS degree from a University recognized by IMC including completion of Compulsory Rotatory Residential Internship (CRRI).

Registration for medical practice in Madhya Pradesh. Applicants not having registration in Madhya Pradesh shall be required to submit within the stipulated time.

**Experience:** 02 years of experience with MBBS degree.

**OR**

Post- Graduation with clinical experience.

**Salary Range:** The salary will be from ₹ 90,000/- to 1,20,000/- per month (consolidated) depending upon the profile of the candidate. Candidates having higher qualifications in the relevant field may be offered higher pay.

**Upper Age Limit:** 45 Years

**Duties:** The following are the broad duties of MO doctors:

1. Attend OPD, emergency and IPD patients.
2. Attend all casualty calls and emergency calls and work in shifts as per the requirement of Health Centre.
3. Visit patients as and when required.
4. Be familiar with all relevant procedures/protocols of the Health Centre.
5. Sign claims and reimbursement and other documents.
6. Certify and issue certificates as per requirement of the Health Centre.
7. Assist the Chief Medical Officer (CMO) in developing, maintaining, and augmenting patient and Health Care facilities at Institute Health Centre.
8. Maintain confidentiality, medical ethics, and standard operating procedures of treatment and cases with absolute integrity.
9. Duties as assigned by the Institute from time to time.

**General Instructions:**

1. All qualifications should have been acquired from Universities/Institutes/Boards/Councils etc. recognized by appropriate Statutory Authorities. The requirements of minimum qualification, experience, and/or age may be relaxed in the case of candidates with outstanding credentials and experience.
2. Candidates who have work experience in the Private Sector and producing the experience

certificate should submit the experience certificate on the letter-head of the Company. The letter-head of the company should have the details of the Company Registration Number and contact details of the signatory for confirmation.

3. The candidature of the applicant shall be subject to verification of original testimonials at the time of the interview. In case the candidate fails to submit the required supporting documents as mentioned in the CV, his / her candidature may not be considered for the interview.
4. The appointment will be initially for three months (on short term contract basis). The same may be extended for a further period based on the periodic performance review of the candidate and the needs of the Institute.
5. Selected candidates will be entitled for OPD medical facilities at the Institute Health Centre for self only.
6. He/she will also be entitled for Leave as per Institute rules for contractual staff.
7. The appointment is not a regular employment and does not entitle any claim or privileges or benefits of regular employment.
8. Only shortlisted candidates will be called for the selection process.
9. The Information about the shortlisted candidates and dates of interview will be informed through email mentioned in the application form.
10. The Institute reserves the right not to fill the advertised post.
11. The decision of IIT Indore in matters of selection will be final and binding.
12. In case the information furnished by the candidate in any part is found to be false or incomplete or is not found to be in conformity with the eligibility criteria mentioned in the advertisement, the candidature/engagement will be considered revoked/terminated.
13. Any sort of canvassing or influencing the official related to the recruitment/selection process would result in immediate disqualification of the candidate.
14. Candidates, who are fulfilling the above eligibility criteria, and are willing to apply for the post are requested to send a duly filled and signed scanned copy of the application form to the email id "[careers@iiti.ac.in](mailto:careers@iiti.ac.in)" with the following details **on or before 5.00 pm (IST) on 11-09-2024**:
  - Application form should be properly filled and signed with mentioning the age, qualification, and experience details with a self-attested set of scanned copies of certificates.
  - Application format is enclosed for reference and submission to [careers@iiti.ac.in](mailto:careers@iiti.ac.in).

**Sd/  
Registrar, IIT Indore**