



# Birla Institute of Technology & Science, Pilani

Pilani Campus (An Institution of Eminence)

## JOB DESCRIPTION

<b>About BITS, Pilani</b>	<b>Birla Institute of Technology &amp; Science, Pilani</b> has been declared as an "Institution of Eminence Deemed to be University" by the Central Government of India in exercise of the power conferred under <b>Section 3</b> of the <b>UGC Act 1956</b> and is a renowned science and technology institute with Its headquarter located in Pilani, Rajasthan, India. In addition to Pilani, BITS Pilani has campuses in Dubai, Goa, Hyderabad and Mumbai.
<b>Industry/Service</b>	Higher Education
<b>Post/Job Title</b>	<b>Medical Officer – Gr II</b>
<b>Job Type</b>	Regular
<b>Reporting to</b>	<b>Chief Medical Officer</b>
<b>Will also work very closely with</b>	Medical Centre Staff
<b>No of positions</b>	<b>One</b>
<b>Location</b>	<b>Pilani</b>
<b>Principal Responsibilities</b>	<ul style="list-style-type: none"> <li>• Catering to the immediate medical requirements (provide first-aid) to the students, staff and families available in the campus.</li> <li>• Dispensing medicines, therapeutics, administering medicines (injection) and maintenance of records of the same;</li> <li>• Assisting in indenting fresh stock of medicines if required through proper approvals</li> <li>• Ensure the storage, ordering and management of essential drugs and vaccines</li> <li>• Apart from the regular duties, attend to emergency services beyond the normal working hours of the medical center. To be available on call to attend to medical requirements.</li> <li>• Willing to work in shift duty schedules</li> <li>• Any other duty as assigned by the CMO</li> </ul>
<b>Other Skill and Ability Requirements</b>	<ul style="list-style-type: none"> <li>• Has sound functional knowledge</li> <li>• Excellent Communication and listening skills, patience, critical thinking ability, pleasing and empathetic attitude.</li> <li>• Provide satisfactory Outpatient, Inpatient and Emergency services</li> <li>• Preference will be given to candidates who have adequate exposure in similar environment.</li> <li>• Should be able to instill trust and confidence in patients.</li> <li>• Preference will be given to female candidates</li> </ul>
<b>Qualification and Experience</b>	<ul style="list-style-type: none"> <li>• <b>MBBS</b> (recognized by the MCI) with <b>2 years of relevant experience</b> as Medical practitioner.</li> <li>• Should not be above 40 years of age.</li> </ul> <p>" The Director may, however, consider extraordinary circumstances for modifying the age limits, relaxation of experience in case of the exception qualification or experience of the candidate. Age limits prescribed for the posts are not applicable for regular employees of the Institute."</p>
<b>Remuneration</b>	Suitable candidate will be placed in Level 10 with a minimum pay of Rs. 56100/- per month plus DA & other benefits as per Institute Norms.