

ENGAGEMENT OF CHIEF MEDICAL CONSULTANT AT MUMBAI ON FULL TIME ONSITE ROLE ON CONTRACT BASIS
Join India's International Bank for a Challenging Assignment

Registration of Application starts from : 11.03.2021	Last date for Registration of Application: 31.03.2021
Bank of Baroda, one of India's Largest Bank is looking for qualified and experienced medical professionals for engagement in the Bank as Chief Medical Consultant at Mumbai on Contract Basis	
PLEASE NOTE THAT	
1.	Candidates are advised to check Bank's website www.bankofbaroda.co.in/careers.htm (Current Opportunities) regularly for details and updates. Call letters/advices, where required will be sent by e-mail only. All revisions/corrigendum(if any) will be hosted on the Bank's website only
2.	All correspondence will be made only on the email ID mentioned by the candidate in their application form and the same has to be kept active for receiving communication viz., call letters/Interview Dates/advices etc.
3.	The process of Registration of application is complete when application is submitted in full and on display of acknowledgement for having submitted the application. Candidates are requested to note down the acknowledgement number for their reference.
4.	Before applying, candidates should ensure that they fulfill the eligibility criteria for the post as on the date of eligibility. Short-listing and interview / selection method will be purely provisional without verification of documents. Candidature will be subject to verification of details/documents as and when called by the Bank.

DETAILS OF THE POSITION:

Position	CHIEF MEDICAL CONSULTANT - FULL TIME ONSITE ROLE ON CONTRACT BASIS
Role & Responsibility	<ol style="list-style-type: none"> i. Provide medical consultations, advise medical check-up, prescribe medicines and routine medical and/ all related treatments to the Bank's staff at the Bank's clinic. ii. Providing medical opinion required under schemes like injury while on duty or in cases of sanction of ex-gratia aid where limit under Medical Insurance scheme is exhausted as and when required. iii. Provide emergency medical advice to the Bank's staff as and when required. iv. Monitoring medical administration at Zones, Panel Member for selection of Part-time medical consultants of other Zonal centers. v. Provide expert opinion to Bank on medical related issues/ policies etc. vi. Liaison with major hospitals to ensure admission to our employees/ their family members in case of emergency. vii. Should be available to our employees for Telephonic consultation including 2nd opinion. viii. To conduct at least -12- Health talks/seminars and webinars annually related to general health and fitness for employees all over India. ix. To conduct Medical/health campaigns. x. To conduct medical examination of new recruits and staff members at the time of confirmation. xi. To provide suitable medical opinions and clarifications sought from various departments. xii. To oversee the administration of medical dispensaries and Part Time Medical Consultant at various centers. xiii. Any other roles and responsibilities as decided by the Bank from time to time.
Age (as on 01.03.2021)	Maximum 67 years
Educational Qualification (as on 01.03.2021)	MD
Work Experience (as on 01.03.2021)	Minimum 15 years
Compensation	<p>Remuneration is not a limiting factor and will be decided by the Compensation Committee based on the potential and expertise of the candidate.</p> <p>In addition, the selected candidate will also be eligible for following benefits at par with those extended to AGM Level (Scale-V)</p> <ul style="list-style-type: none"> • Bank's car, • Petrol at the rate of 150 litres p.m, • Driver's salary at par with the rate applicable for personal drivers of AGM of our Bank, • Mobile/Residential telephone.
Agreement Period	Initially, the appointment shall be for a period of -1- year and on satisfactory completion of the same, the duration of the contract shall be for a period of -3- years, including the initial period of first year.
Review of Contract	The terms of contract to be reviewed for subsequent period not exceeding -3- years upto maximum age of -70- years.
Termination of Contract	The contract can be terminated by -1- month's notice on either side at any time during the period of contract.
Location	Baroda Corporate Center, Mumbai & Mumbai Zone

Credit History: The candidate applying for the above positions shall ensure that, they maintain a healthy Credit history and shall have a minimum CIBIL score of 650 or above at the time of joining. The minimum credit score will be as per the Banks policy, amended from time to time.

A. SELECTION PROCEDURE:

Selection will be based on short listing and subsequent round of Personal Interview.

- Bank reserves the right to change (cancel/ modify/ add) any of the criteria, method of selection and provisional allotment etc.
- The Bank reserves its right to call candidates in a ratio, at its sole discretion, as per the Banks requirement.

- Adequate number of candidates as decided by the Bank will be shortlisted based on their qualification, experience and overall suitability for Interview. Most suitable candidates will be called for the selection process (Personal Interview/any other selection method) and merely applying / being eligible for the post does not entitle the candidate to be eligible for the selection process.
- The qualifying marks in Interview/selection procedure will be decided by the Bank.
- A candidate should qualify in all the processes of selection, Personal Interview and/or other selection method (as the case may be) and should be sufficiently high in the merit to be shortlisted for subsequent process.
- In case more than one candidate scores the cut off marks (common mark at cut off point), such candidates will be ranked according to their age in descending order.

B. HOW TO APPLY:

Candidates are required to have a valid personal email ID and Mobile Number. It should be kept active till completion of this engagement / selection process. Bank may send call letters for Personal Interview and/or Selection Process on the registered Email ID. In case, a candidate does not have a valid personal email ID, he/she should create his/ her new email ID before applying.

Applications should be submitted on our email id recruitment@bankofbaroda.com. While submitting the applications, kindly mention the subject as "Application for the Post of "Chief Medical Consultant". The last date of submission of the application is 31st March 2021 (23:59 hours).

The application is to be submitted in the format provided as Annexure-A along with the below documents:

- a) Proof of Date of Birth
- b) Educational Certificates: MBBS & MD Certificates
- c) Experience certificates (to substantiate relevant work experience as enumerated in 'Previous Employment Details' of the application (Annexure-A))

Candidates are requested to sign the application/documents and submit the duly scanned copy by e-mail as mentioned above. No application by post/courier or any other mode shall be entertained/accepted.

a) **GENERAL INFORMATION:**

- i) The selected candidate will be required to sign a contract.
- ii) Candidates should satisfy themselves about their eligibility for the post applied for as on the cut-off date (01.03.2021) and also ensure that the particulars furnished by him/her are correct in all respects.
- iii) In case of multiple applications, only the last valid (complete) application will be retained. Multiple appearance by a candidate for a single post in interview will be summarily rejected/candidature cancelled.
- iv) Candidates will have to appear for the Personal Interview/Selection Process at their own expense. However, eligible outstation SC/ST/Persons with Benchmark Disabilities category candidates called for Personal Interview will be paid II-Class to & fro railway/bus fare or actual expenses incurred, whichever is less, by shortest route on production of proof of travel (rail/bus ticket etc.). The above concession will not be admissible to SC/ST/Persons with Benchmark Disabilities category candidates who are already in service in Central / State Government, Corporations, Public Undertakings /Local Government, Institutions and Panchayats etc.
- v) Candidates serving in Govt./Quasi Govt. offices, Public Sector undertakings including Nationalised Banks and Financial Institutions are advised to submit 'No Objection Certificate' from their employer at the time of interview, failing which their candidature may not be considered and travelling expenses, if any, otherwise admissible, will not be paid.
- vi) In case of selection, candidates will be required to produce proper discharge certificate from the employer at the time of taking up the appointment.
- vii) In case it is detected at any stage of this engagement / selection process that a candidate does not fulfil the eligibility norms and / or that he / she has furnished any incorrect / false information or has suppressed any material fact(s), his / her candidature will stand cancelled. If any of these shortcomings is / are detected even after appointment, his /her services are liable to be terminated without notice.
- viii) Decisions of bank in all matters regarding eligibility, conduct of interviews, other tests and selection would be final and binding on all candidates. No representation or correspondence will be entertained by the bank in this regard.
- ix) **Intimations, wherever required will be sent by email and/ SMS only to the email ID and mobile number registered in the application form.** Bank shall not be responsible if the information/ intimations do not reach candidates in case of change in the mobile number, email address, technical fault or otherwise, beyond the control of Bank. Candidates are advised to keep a close watch on the authorized Bank's website www.bankofbaroda.co.in for latest updates.
- x) Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement and/or an application in response thereto can be instituted only in Mumbai and courts/tribunals/forums at Mumbai only shall have sole and exclusive jurisdiction to try any cause/dispute.

C. **ANNOUNCEMENTS**

All further announcements/Addendum or Corrigendum (if any)/details pertaining to this process will only be published/ provided on authorized Bank's website www.bankofbaroda.co.in from time to time under **Career section/web page → Current Opportunities**. No separate communication/intimation will be sent to the candidates who are not shortlisted/not selected in the

process. All notification/communication placed on the Bank's website shall be treated as intimation to all the candidates who have applied for the said project.

Disclaimer: - Instances for providing incorrect information and/or process violation by a candidate detected at any stage of the selection process will lead to disqualification of the candidate from the selection process and he/she will not be allowed to appear in any of the engagement / selection / recruitment process in the future. If such instances go undetected during the current selection process but are detected subsequently, such disqualification will take place with retrospective affect. **Clarifications/Decisions of the Bank in respect of all matters pertaining to this engagement process would be final and binding on all candidates.**

Merely satisfying the eligibility criteria norms does not entitle the candidate to be called for Personal Interview / selection process. The Bank reserves the right to call only the requisite number of candidates for Personal Interview / selection process after preliminary screening/ short-listing with reference to the candidate's age, qualification, essential requirements, suitability etc.

The Bank reserves the right to reject any application/candidature at any stage or cancel the conduct of Personal Interview / selection process or to cancel the engagement Process entirely at any stage without assigning any reason.

Mumbai
11.03.2021

Sd/-
Chief General Manager (HRM)