

Government of West Bengal
Office of the Principal: Burdwan Medical College
Purba Burdwan - 713104
Telephone:0342-2658646 FAX: 0342-2658636 e-mail:
burdwanmedicalcollege76@gmail.com

Memo No: 1532

Dated: 28/08/2023

NOTICE

In accordance with email from NCDC Dated 09.08.2023, Govt. of India, is conducting a walk-in interview to fill up proposed vacancies at Burdwan Medical College in the “**National Program on AMR Containment**” under Department of Microbiology, Burdwan Medical College, on **September 5, 2023**, from 11 a.m. sharp at the **First Floor of the Academic Building, Burdwan Medical College**. The Candidate will be appointed on a contractual basis initially for one year and renewable for the subsequent year based on the performance of the candidate.

Applications are invited from eligible candidates to be appointed to work on a contractual basis in ‘**National Program on AMR Containment**’, Department of Microbiology, Burdwan Medical College, Burdwan. All applications should be made on a white paper, addressed to the Principal, BMC, and should mention the name, age, sex, address, and post applied for. Incomplete applications will not be accepted. Applications should be accompanied by one curriculum vitae and a photocopy of all essential documents of education and experience. The candidate should bring all original documents along with the application at the time of walk-in-interview. No TA or DA shall be given for this purpose.

The details of the posts are as below:

1. NAME OF THE POST: DATA MANAGER

- **Number of Vacancy:** One (01)
- **Age limit:** Not more than 40 years
- **Emoluments:** Consolidated Pay of Rs. 20,000.00 (Twenty Thousand) Per Month
- **Reporting Time-** 10.30am to 11.30am
- **Interview Time-** 11.00am to 12.00pm
-

QUALIFICATIONS, EXPERIENCE AND TERM OF REFERENCE OF MANPOWER UNDER AMR PROGRAMME

1. POST:- LAB TECHNICIAN (1)

- **Eligibility Criteria:** Age limit: Not more than 40 years
- **Emoluments:** Consolidated Pay of Rs. 25,000.00 (Twenty Five Thousand) Per Month

- **Reporting Time-** 10.30am to 11.30am
- **Interview Time-** 11.00am to 12.00pm

Essential Qualification:

1. B.Sc. in MLT from recognized university with 1 year of experience OR
2. 10+2 in Science subjects with DMLT two years course from recognized University/ Institute with 3 years of experience. Experiences must be in clinical lab preferably bacteriology lab.

Desirable qualification

1. M. Sc. Microbiology/ Life Sciences/ Biotech
2. Work experience in Microbiology laboratory.
3. Knowledge of computer applications

Roles and Responsibilities:

1. To support the AMR programme work in the Microbiology lab including sample collection, processing, testing, reporting and other related work.
2. To perform phenotypic characterization of bacterial isolates, antimicrobial susceptibility testing of isolates, MIC tests, AMR detection test and send them for further EQAS and molecular testing to the NCDC.
3. Perform regular internal quality control testing and its documentation.
4. Indent for supplies to the Laboratory through Lab in charge and ensure sufficient stock of Lab consumables is available.
5. To practice good lab practices including biosafety and appropriate biomedical waste disposal and support WHONET entry of data.
6. Participate in the trainings and workshop conducted by NCDC
7. Any other duties assigned by the HOD/AMR nodal officer.

2. POST:- DATA MANAGER (1)

Eligibility Criteria:

Age limit: Not more than 40 years

Essential Qualification:

1. Graduate/ Diploma in Computer Applications from Govt. recognized institution.
2. Computer Proficiency including MS Office word/ excel/ power point, email, and internet.

3. Experience of minimum 1 year in Data management preferably in public health sector.

Desirable: Post graduate with Degree.

Roles and Responsibilities:

1. Accurate entry of antimicrobial susceptibility data in WHONET software, weekly check of data completeness and sending quarterly report to the Centre.
2. Official correspondence, record keeping and documentation of relevant tests/information.
3. Preparation of presentations and slides as required.
4. Dissemination of data analysis reports and responding to specific requests concerning the database
5. Any other duties assigned by the HOD/AMR nodal officer.

GENERAL TERMS AND CONDITIONS

- These posts are purely on contractual basis, contract may be renewed further on the basis of satisfactory performance. In case of non satisfactory performance, contract will not be renewed/ terminated by one month's notification.
- Contract may be terminated by one month's notification from either side.
- Regarding selection procedure, decision of the recruitment committee will be final.
- The competent authority may cancel the recruitment process at any stage of the selection process.
- The panel of the selected candidate will be valid till one year from the date of publication of result.
- Experience will be calculated after obtaining the required essential qualification for the above mentioned position, till the date of publishing this notice. The duration of experience must be clearly mentioned. Experience certificate must be consist of the name of the organisation, name of the post, employees name, date of joining and period of service, signature of the employer otherwise experience certificate will be treated as invalid. Engagement letter, pay slip, or any other will not be treated as experience certificate.
- Eligible and interested candidates are requested to submit their completely fill up application form with all self attested photocopy of certificates to the office of the Department of Microbiology within 31.08.2023.
- The cut off date for calculation of age will be 31.08.2023

- Application form not properly filled in or incomplete application forms are liable to be cancelled. If the application details submitted by the applicant differ from the original testimonials, that application shall be liable to be cancelled.
- The document verification process to be held at Lecture theater- I, Burdwan Medical College, Burdwan at 9:45 am onward on 05.09.2023 positively. The candidates are requested to bring with them the properly filled in application format along with relevant original documents, photocopies (self attested) of all documents and two copies of passport size colour photograph.
- No TA/ DA for attending the interview will be admissible.

GENERAL INFORMATION & INSTRUCTION FOR APPLICANTS:-

Following documents (self attested) have to be enclosed along with the filled in application proforma:

- 1) Mark sheet and certificate of all examination passed.
- 2) Admit card (Madhyamick or Equivalent) for age proof
- 3) Computer qualification certificate
- 4) Working experience certificate(if any)
- 5) Residential proof -Voter ID Card/ Ration Card/ Adhar Card/ Passport
- 6) ID proof- Voter ID Card/ Ration Card/ Adhar Card/ Passport
- 7) 2 copies of self signed colour passport size recent photographs.
- 8) Candidate must have to submit No Objection Certificate (NOC) from the previous employer.



Principal

Burdwan Medical College
Burdwan

Principal
Burdwan Medical College
Purba Bardhaman

National Program on AMR Containment
Department of Microbiology
BURDWAN MEDICAL COLLEGE

Paste Recent
passport size
Photograph
Here.

APPLICATION FOR THE POST OF: _____

To
The Principal
Burdwan Medical College,
Burdwan.

Name of Applicant: _____

Name of Father: _____

Name of Mother: _____

Date of Birth: _____

Current Address: _____

ID Number: _____

Contact No: _____

Email id: _____

Educational Qualification Details:

Board/University	Course	Year	%Marks	Division

Experience(if any):

Institution	Post	Duration

Any other:

Signature of the Applicant :

Date:

DECLARATION BY THE APPLICANT

Post applied for _____ **'National Program on AMR Containment'**, Department of Microbiology, Burdwan Medical College. I, hereby declare that, all the statements made in the application are correct and complete, to the best of my knowledge and belief and nothing has been concealed. In the relevant of any information which found false or incorrect at any time, action may be taken against me for disqualification of my candidature for the post applied for. I shall be abiding by the decision of the Institute and the board of committee which is formed by Burdwan Medical College, Burdwan.

Date:

Place:

Signature of Applicant