



Airports Authority of India
Regional Headquarters - Eastern Region

Engagement of Medical Consultant (Non-Specialist Doctor) at Airports Authority of India, Regional Head Quarters, Eastern Region, Kolkata

Airports Authority of India (AAI), a Government of India Public Sector Enterprise, constituted by an Act of Parliament, is entrusted with the responsibility of creating, upgrading, maintaining and managing civil aviation infrastructure both on the ground and air space in the country. AAI has been conferred with the Mini Ratna Category-1 Status.

Applications are invited from Doctors possessing the following qualifications, experience etc. for engagement as Medical Consultant (Non- specialist) on purely temporary basis at Airports Authority of India, Regional Headquarters, Eastern Region, Kolkata. The period of engagement shall be for one year which may likely to be extended.

Eligibility & Qualifications

No. of Posts	One (01) no. of Medical Consultant (Non-Specialist)
Qualification	The Doctors having minimum qualification of MBBS from the Recognized Universities as per Medical Council of India/ Govt. of India norms.
Experience	Five years of working experience from a Government Hospital/Private Hospital of repute. Candidates who have worked in Aviation/Government Establishments, PSUs and retired doctors from Government Institutions will be given preference.
Age	Maximum age limit 70 years
Proximity	The candidate residing in close proximity to the airport are preferred so as to make himself/herself available for duty within two hours of being informed for duty immediately in case of any emergency.
Duration of Duty	No. of working days in a week: 05 No. of Hours per working day: 06 Working hours: 11:00 am to 5:00 pm
Honorarium	Rs.3000/- (inclusive of conveyance) for 06 hours duty per working day.
Mode of Selection	Interview (tentative date shall be notified to the registered e-mail of the shortlisted candidate).

Further, the candidate should be clear from vigilance/disciplinary point of view at the time of his retirement (in case he has worked in Central Govt./State Govt./Defence/Paramilitary forces)

No criminal case should be pending against him/her, which shall be declared by the consultant.

Those fulfilling the above eligible conditions and qualifications shall send their application form filled properly in the prescribed format along with other documents duly signed to hrrhqer@aai.aero on or before 03.11.2024. The applications received beyond the stipulated date and time shall not be entertained.

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Authority of India, Regional Head Quarters, Eastern Region, Kolkata.**

The following testimonials should be attached with the application form in the prescribed proforma (**Annexure-I**).

- a. Self-attested copies of certificates in support of Educational Qualification, Experience, etc. including Registration Certificate from Medical Council of India (Originals required to be produced for verification at the time of interview).
- b. Two recent passport size photographs and proof of residential address.
- c. Duly signed (**Annexure-II**) regarding acceptance of Remuneration, Terms and Conditions of Engagement & Termination of engagement.
- d. Duly signed (**Annexure-III**) regarding acceptance of Charter of Duties and Responsibilities for Medical Consultant (Non-specialist).
- e. Duly signed (**Annexure-IV**) regarding acceptance of Code of conduct for Medical Consultant (Non-specialist).

General Conditions: -

- a. Application should be submitted in prescribed format only as per **Annexure-I**.
- b. Declaration of false information shall lead to cancellation of the candidature.
- c. The selection shall be based on the performance of the candidate in the interview.
- d. Mere submission of application does not confer any right to the candidate to be interviewed.

Annexure-I

Application Form for Engagement of Medical Consultant (Non-specialist) at
Regional Headquarters, Kolkata.

1. Name in full Shri./Kum./Smt. :
2. Father's Name/Spouse's Name :
3. Date of Birth & Current Age :
4. Marital Status :
5. Mobile No. & Email id :
6. Permanent Address (with place of domicile)

7. Temporary Address:

8. Nationality :
9. Educational Qualification :
10. Professional Qualification :

Degree/Diploma	University/Board	Year of Passing	Registration No.

Contd.

11. Details of Experience (after Graduation)

Qualification	Post Held & place	From	To	Period	
				Years	Month

12. Any other achievement/information which applicant would like to bring into account in support of his/her application

I hereby declare that the information and particulars given by me in this form are true and correct. I also note that if any of the above statements are incorrect or false or if any material information or particulars has been suppressed, my candidature shall be deemed null & void.

Place:

Date:

Signature of the Applicant

Annexure-II

Remuneration, Terms and Conditions of Engagement & Termination of Engagement

Remuneration	Rs.3000/- (inclusive of conveyance)for 06 hours of duty per working day. For every additional hour performed beyond 06 hours, Rs.500/- shall be paid.
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Terms and Conditions of Engagement

- a. The period of engagement of Medical Consultant (Non-specialist) shall be for one year which may likely to be extended.
- b. The engagement of Medical Consultant is purely temporary. No claim shall lie for regular employment on that basis at any stage.
- c. The Medical Consultant shall perform daily 06 hours duty on all prescribed working days.
- d. The Medical Consultant will not be entitled for any leave and any other benefits enjoyed by the employees of AAI.
- e. Airports Authority of India will not undertake any liability for providing any other facility or any kind of compensation in lieu thereof.
- f. They will not be entitled to any benefit like Provident Fund, Benevolent Fund, Group Insurance or any other kind of compensation available to the employees of Airports Authority of India.
- g. There will be no other financial liability on part of Airports Authority of India.
- h. They will be under the administrative control of In-Charge of respective Medical Centre of AAI, Kolkata Airport as the case may be as notified from time to time.
- i. They shall perform their duties as per the Charter of Duties & Responsibilities for Medical Consultant (Non-Specialist Doctor), as per **Annexure-III**.
- j. They shall also observe and comply with the given code of conduct for Medical Consultant (Non-Specialist Doctor), as per **Annexure-IV**.

Signature & Name of Applicant with Seal

Contd..

Termination of Engagement

1. The engagement is liable to be terminated in case –
 - a. Medical Consultant commits a breach of code of conduct or the Terms and Conditions of engagement accepted by him/her.
 - b. Commits anything which is detrimental to the interests of AAI.
2. The Competent Authority of AAI can terminate the contract any time without assigning any reason and decision of AAI in this regard will be final.
3. The Medical Consultant may terminate the engagement after giving one month advance notice to the AAI.

In addition to the above, other terms and conditions issued by the Competent Authority of AAI from time to time will also be applicable.

I hereby accept the above remuneration, terms and conditions of engagement & termination of engagement.

Date:

Signature & Name of Applicant with Seal

Annexure-III

Charter of Duties and Responsibilities for Medical Consultant

- a. Rendering medical services to the employees of AAI, CISF personnel and their dependents.
- b. Medical Consultant shall not charge consultation fee or any other charges from AAI, CISF employees and their dependents.
- c. To provide medical advice on all kinds of illnesses, prescribe medication, administer injections, perform dressings etc.
- d. To attend OPD at AAI designated MI Room as per prescribed duty hours.
- e. To provide treatment/consultation to the medical emergency cases, if any, brought to the MI Room during duty hours.
- f. Inspection of AAI Staff Canteen, Fire Station, MI Room Casualty Ward and other Office premises periodically from the hygienic point of view.
- g. Ensure proper maintenance of First Aid Kit and Medical Equipment.
- h. Attend airport on short notice in case of any emergencies.
- i. Medical Consultant shall maintain discipline in general and follow instructions of the Airport Director/Head of Department.
- j. Scrutiny of Medical bills submitted by the AAI and CISF personnel for verification of its genuineness and certification of their admissibility.
- k. To provide expert opinion about the appropriateness/reasonability and the cost of indoor treatment pertaining to various claims as and when the same is referred to Medical Consultant.
- l. To provide professional opinion on medical issues referred to Medical Consultant by the Management of AAI.
- m. The Medical Consultant will be one of the members in the Local Medical Committee of AAI for empanelment of hospitals, nursing home, pathological labs, diagnostic centres etc., as per norms.
- n. To do prophylactic inoculation/vaccination wherever required.
- o. To issue certificates in support of leave on medical grounds wherever the leave/rest is prescribed.
- p. Breath Analyzer Examination for AAI Employees/**Other employees working at Airport** if required, to measure alcohol in his/her exhaled air so as to determine the concentration of alcohol in the blood.
- q. Any other works assigned by the Airport Director/Head of Department.

I hereby accept to the above Charter of Duties and Responsibilities for Medical Consultant.

Date:

Signature & Name of Applicant with Seal

Annexure-IV

CODE OF CONDUCT FOR MEDICAL CONSULTANT (NON-SPECIALIST)

- a. The Medical Consultant shall observe, comply and obey the orders/instructions issued from time to time by the AAI Management.
- b. The Medical Consultant shall serve the AAI honestly and faithfully and show courtesy and attention in all transactions.
- c. The Medical Consultant shall use his/her utmost endeavor to promote the health of the AAI beneficiaries.
- d. AAI shall not be a party to the dispute arises out of any medical negligence/lapse occurring during the treatment rendered by the Medical Consultant.
- e. The Medical Consultant shall not solicit or accept any gift from any employee.
- f. The Medical Consultant shall not solicit or accept any gift, commission or bonus in consideration of or return for the referring or recommending AAI beneficiaries for the treatment to outside medical agencies.
- g. The Medical Consultant shall not outsource his/her services to any other Doctors.
- h. Medical Consultant shall abide by any law relating to intoxicating drugs and drinks enforced in the area.
- i. No Medical Consultant shall indulge in any act of sexual harassment of any woman employee/beneficiary of AAI and shall be strictly abide by the law of the land and the rules/instructions issued by AAI time to time.

I hereby accept and adhere to the above Code of Conduct.

Date:

Signature & Name of Applicant with Seal