



**BERHAMPUR MUNICIPAL CORPORATION,
BERHAMPUR**

Advt. No. 8 /2023

Date: 16 /08/2023

Walk-In-Interview

Applications are invited from eligible candidates for filling up vacancies of various Specialist positions under Berhampur Municipal Corporation, Berhampur, Ganjam, on part time basis, subject to approval as per National Health Mission terms and conditions.

Sl. No	Specialist Services -Clinical	Total Service Providers Required
1	Medicine Specialist	1
2	Ophthalmologist	2
3	Physiotherapist	1
4	Dentist	1

Eligible Candidates for the above post, who are interested, may appear for the Walk-In-Interview against the vacancy, at the office of the Commissioner, Berhampur Municipal Corporation, Berhampur, Ganjam on 24 // 08 // 2023. Registration timing will be from 10.30 A.M. to 12.00 Noon only on the mentioned Walk-in-Interview dates. No application will be received after scheduled timing of registration.

Interested candidates may log on the www.berhampur.gov.in and district website www.ganjam.nic.in to know the details of vacancy, eligible criteria & application form etc. Candidates fulfilling the eligibility criteria are to appear before the undersigned on the date & time fixed for the Walk-In-Interview. Again the same panel may be used for the selection of candidates under XV – FC Grant on daily hiring basis as and when required by the authority.

The undersigned reserves the right to cancel any or all the applications without assigning any reason thereof.


Commissioner
Berhampur Municipal Corporation
Berhampur

ELIGIBILITY CRITERIA FOR PART TIME MEDICINE SPECIALIST

Sl. No	Criteria	Details
1.	Qualification	Should have MBBS & Post Graduation with Medicines or MBBS with Diploma in Geriatric Medicine from recognized institution / University & valid Registration Certificate from Odisha State Medical Council.
2.	Age limit	No age bar
3.	Days & time of service	Fixed assured service will be provided in the UPHC OPD/Outreach services when required. OPD will be opened once in week from 08:00 AM to 11:00 AM Morning and 05:00 PM to 08:00 PM Evening (6hours a day). Separate OPD register will be maintained for specialist service.
4.	Job description of Medicine Specialist	The Medicine Specialist will treat the patients at the institution and in case need, the patient will be referred to the referral institutions. Separate register will be maintained for the respective department.
5.	Specialist remuneration	Remuneration / fees will be paid to the Medicine Specialist @ Rs.1500/- per session x 2 sessions in day (Morning & Evening) = Rs. 3000/- per day.
6.	Selection Procedure	The CHS will issue as advertisement for invitation of the expression of interest for empanelment of Medicine Specialist or may engage the Medicine Specialist available from the panel. The candidate will apply as per the standard prescribed format. In case need, the CHS may conduct the interview of the candidate. Only those candidate whose name appears on the panel will be entitled to provide Specialist services in the Urban PHCs.
7.	Name of the UPHC	Urban Primary Health Centers (UPHC) like; Ambapua under National Urban Health Mission (NUHM), City Health Society.
8.	Attendance and payment procedure	Bio metric machine available in the institutions will be used for the attendance of the specialist. The total amount as per the sessions held during the month will be transferred to the bank account of the specialist.
9.	Reporting	Medical Officer I/C of the UPHC

ELIGIBILITY CRITERIA FOR PART TIME EYE SPECIALIST (OPHTHALMOLOGIST)

Sl. No	Criteria	Details
1.	Qualification	Should have MBBS & Post Graduation in Ophthalmology from recognized institution / University & valid Registration Certificate from Odisha State Medical Council.
2.	Age limit	No age bar
3.	Days & time of service	Fixed assured service will be provided in the UPHC OPD/Outreach services when required. OPD will be opened once in week from 08:00 AM to 11:00 AM Morning and 05:00 PM to 08:00 PM Evening (6hours a day). Separate OPD register will be maintained for Ophthalmology service.
4.	Job description of Eye Specialist (Ophthalmologist)	The Eye Specialist / Ophthalmologist will treat the patients at the institution and in case need, the patient will be referred to the referral institutions. Separate register will be maintained for the respective department.
5.	Specialist remuneration	Remuneration / fees will be paid to the Eye Specialist / Ophthalmologist @ Rs.1500/- per session x 2 sessions in day (Morning & Evening) = Rs. 3000/- per day.
6.	Selection Procedure	The CHS will issue as advertisement for invitation of the expression of interest for empanelment of the Eye Specialist / Ophthalmologist or may engage the Eye Specialist / Ophthalmologist available from the panel. The candidate will apply as per the standard prescribed format. In case need, the CHS may conduct the interview of the candidate. Only those candidate whose name appears on the panel will be entitled to provide Specialist services on Eye in the Urban PHCs.
7.	Name of the UPHC	Urban Primary Health Centers (UPHC) like; Redcross & Goodshed Road under National Urban Health Mission (NUHM), City Health Society.
8.	Attendance and payment procedure	Bio metric machine available in the institutions will be used for the attendance of the specialist. The total amount as per the sessions held during the month will be transferred to the bank account of the specialist.
9.	Reporting	Medical Officer I/C of the UPHC

ELIGIBILITY CRITERIA FOR PART TIME DENTAL SPECIALIST (DENTIST)

Sl. No	Criteria	Details
1.	Qualification	Should have BDS or MDS course from recognized institution / University & valid Registration Certificate from Odisha State Dental Council.
2.	Age limit	No age bar
3.	Days & time of service	Fixed day assured service will be provided in the UPHC OPD/Outreach services when required. OPD will be opened once in week from 08:00 AM to 11:00 AM Morning and 05:00 PM to 08:00 PM Evening (6hours a day). Separate OPD register will be maintained for specialist services of Dental,
4.	Job description of Medicine Specialist	The Dental Specialist will treat the patients at the institution and in case need, the patient will be referred to the referral institutions. Separate register will be maintained for the respective department.
5.	Specialist remuneration	Remuneration / fees will be paid to the Dental Specialist @ Rs.1250/- per session x 2 sessions in day (Morning & Evening) = Rs. 2500/- per day.
6.	Selection Procedure	The CHS will issue as advertisement for invitation of the expression of interest for empanelment of Dental Specialist or may engage the Dental Specialist available from the panel. The candidate will apply as per the standard prescribed format. In case need, the CHS may conduct the interview of the candidate. Only those candidate whose name appears on the panel will be entitled to provide Specialist services in the Urban PHCs.
7.	Name of the UPHC	Urban Primary Health Centers (UPHC) like; Ambapua under National Urban Health Mission (NUHM), City Health Society.
8.	Attendance and payment procedure	Bio metric machine available in the institutions will be used for the attendance of the specialist. The total amount as per the sessions held during the month will be transferred to the bank account of the specialist.
9.	Reporting	Medical Officer I/C of the UPHC

ELIGIBILITY CRITERIA FOR PART TIME PHYSIOTHERAPIST

Sl. No	Criteria	Details
1.	Qualification	Eligibility: Bachelor's degree in Physiotherapy (BPT) from recognized Institution / University. The Degree must be 4 ½ years full time course including internship. The candidate must have secured minimum 60% marks in aggregate in B.P.T and also must have 2 years of post qualification clinical experience.
2.	Age limit	45 years as on date of advertisement
3.	Days & time of service	Fixed assured service will be provided in the UPHC OPD/Outreach services when required. OPD will be opened thrice in week from 08:00 AM to 11:00 AM Morning and 05:00 PM to 08:00 PM Evening (6hours a day). Separate OPD register will be maintained for Physiotherapy service.
4.	Job description of Physiotherapist	The Physiotherapist will treat the patients at the institution and in case need, the patient will be referred to the referral institutions. Separate register will be maintained for the respective department.
5.	Specialist remuneration	Remuneration / fees will be paid to the Physiotherapist @ Rs.600/- per session x 2 sessions in day (Morning & Evening) = Rs. 1200/- per day.
6.	Selection Procedure	The CHS will issue as advertisement for invitation of the expression of interest for empanelment of the Physiotherapist or may engage the Physiotherapist available from the panel. The candidate will apply as per the standard prescribed format. In case need, the CHS may conduct the interview of the candidate. Only those candidate whose name appears on the panel will be entitled to provide Physiotherapist services in the Urban PHCs
7.	Name of the UPHC	Urban Primary Health Centers (UPHC) Uttaramukhi under National Urban Health Mission (NUHM), City Health Society.
8.	Attendance and payment procedure	Bio metric machine available in the institutions will be used for the attendance of the Physiotherapist. The total amount as per the sessions held during the month will be transferred to the bank account of the Physiotherapist.
9.	Reporting	Medical Officer I/C of the UPHC

ToR of Medicine Specialist

Name of the position	Medicine Specialist
Nature of service	<ul style="list-style-type: none"> • Provide Specialist treatment of Medicines on Outdoor basis • Purely on call basis with remuneration Rs.3000/- per day for two sessions. • The payment will be transfer to the bank account on monthly basis directly for total days of engagement of the Medicine specialist for the month. • No monthly salary claimed by the Medicine Specialist. • No TA / DA applicable for the said services unless outreach activity.
Frequency & timing of service	<ul style="list-style-type: none"> • Weekly one days(6 hours per day in 2 sessions) • Morning: 8 AM to 11 AM & Evening 5 PM to 8 PM • Biometric attendance system & in case of un-availability the attendance register of UPHC will be use for recording attendance. • The monthly working days will be calculated as per the attendance register or biometric system
Management of services during absence	<ul style="list-style-type: none"> • S/he to inform in advance to the MO I/C • During his/her absence any empanelled Medicine Specialist will be allotted to work in the institution. • Any long day leave or unauthorized absent will consider as cancellation of empanelment
Place of service	<ul style="list-style-type: none"> • Urban PHC Ambapua • The Medicine Specialist will attach to one Urban PHC but can be transferred or assigned to any other UPHC of the city as per the requirement or decision of City Health society. • Outreach activities as required.
Target population for coverage	<ul style="list-style-type: none"> • Patient coming to the PHC
Service coverage	<ul style="list-style-type: none"> • Provide consultation, assessment, diagnosis & treatment to out-patients directly coming to the OPD for treatment or referral from any other specialists. • Any other cases as per the need & requirement. • Provide related counseling services to the patients.
Community activities	<ul style="list-style-type: none"> • Outreach activities as per the requirement and decision of CHS/DHS from time to time. • Awareness or community screening camps organize by CHS / DHS.
Reporting	<ul style="list-style-type: none"> • To MO I/C of the UPHC
Additional responsibilities	<p>The Medicine Specialist will responsible for few administrative activities for smooth operation of the clinic.</p> <ul style="list-style-type: none"> • In charge of the Medicine Specialist unit. • All equipments of the Medicine Specialist unit will be under the responsibility of the Medicine Specialist. • Records:- Medicine Specialist will maintain one separate OPD register. • Reports:- Medicine Specialist will prepare and submit a monthly achievement report of previous month by 5th of each month without any failure to MO I/C in given format.

ToR of Eye Specialist (Ophthalmologist)

Name of the position	Eye Specialist (Ophthalmologist)
Nature of service	<ul style="list-style-type: none"> • Provide Specialist treatment of eye on Outdoor basis • Purely on call basis with remuneration Rs.3000/- per day for two sessions. • The payment will be transfer to the bank account on monthly basis directly for total days of engagement of the Eye specialist (Ophthalmologist) for the month. • No monthly salary claimed by the Eye Specialist (Ophthalmologist). • No TA / DA applicable for the said services unless outreach activity.
Frequency & timing of service	<ul style="list-style-type: none"> • Weekly one days(6 hours per day in 2 sessions) • Morning: 8 AM to 11 AM & Evening 5 PM to 8 PM • Biometric attendance system & in case of un-availability the attendance register of UPHC will be use for recording attendance. • The monthly working days will be calculated as per the attendance register or biometric system
Management of services during absence	<ul style="list-style-type: none"> • S/he to inform in advance to the MO I/C • During his/her absence any empanelled Eye Specialist (Ophthalmologist) will be allotted to work in the institution. • Any long day leave or unauthorized absent will consider as cancellation of empanelment
Place of service	<ul style="list-style-type: none"> • Urban PHC Goodshed Road & Redcross • The Eye Specialist (Ophthalmologist) will attach to one Urban PHC but can be transferred or assigned to any other UPHC of the city as per the requirement or decision of City Health society. • Outreach activities as required.
Target population for coverage	<ul style="list-style-type: none"> • Patient coming to the PHC
Service coverage	<ul style="list-style-type: none"> • Provide consultation, assessment, diagnosis & treatment to out-patients directly coming to the OPD for treatment or referral from any other specialists. • Any other cases as per the need & requirement. • Provide related counseling services to the patients.
Community activities	<ul style="list-style-type: none"> • Outreach activities as per the requirement and decision of CHS/DHS from time to time. • Awareness or community screening camps organizes by CHS / DHS.
Reporting	<ul style="list-style-type: none"> • To MO I/C of the UPHC
Additional responsibilities	<p>The Eye Specialist (Ophthalmologist) will responsible for few administrative activities for smooth operation of the clinic.</p> <ul style="list-style-type: none"> • In charge of the Ophthalmology unit. • All equipments of the Ophthalmology unit will be under the responsibility of the Eye Specialist (Ophthalmologist). • Records:- Ophthalmology Specialist (Ophthalmologist) will maintain one separate OPD register. • Reports:- Ophthalmology Specialist (Ophthalmologist) will prepare and submit a monthly achievement report of previous month by 5th of each month without any failure to MO I/C in given format.

ToR of Dental Specialist (Dentist)

Name of the position	Dental Specialist
Nature of service	<ul style="list-style-type: none"> • Provide Specialist treatment of Dental on Outdoor basis. • Purely on call basis with remuneration Rs.3000/- per day for two sessions. • The payment will be transfer to the bank account on monthly basis directly for total days of engagement of the Dental specialist for the month. • No monthly salary claimed by the Dental Specialist. • No TA / DA applicable for the said services unless outreach activity.
Frequency & timing of service	<ul style="list-style-type: none"> • Weekly one day (6 hours per day in 2 sessions). • Morning: 8 AM to 11 AM & Evening 5 PM to 8 PM. • Biometric attendance system & in case of un-availability the attendance register of UPHC will be use for recording attendance. • The monthly working days will be calculated as per the attendance register or biometric system
Management of services during absence	<ul style="list-style-type: none"> • S/he to inform in advance to the MO I/C • During his/her absence any empanelled Dental Specialist will be allotted to work in the institution. • Any long day leave or unauthorized absent will consider as cancellation of empanelment
Place of service	<ul style="list-style-type: none"> • Urban PHC Ambapua • The Dental Specialist will attach to one Urban PHC but can be transferred or assigned to any other UPHC of the city as per the requirement or decision of City Health society. • Outreach activities as required.
Target population for coverage	<ul style="list-style-type: none"> • Patient coming to the Urban PHC
Service coverage	<ul style="list-style-type: none"> • Provide consultation, assessment, diagnosis & treatment to out-patients directly coming to the OPD for treatment or referral from any other specialists. • Any other cases as per the need & requirement. • Provide related counseling services to the patients.
Community activities	<ul style="list-style-type: none"> • Outreach activities as per the requirement and decision of CHS/DHS from time to time. • Awareness or community screening camps organize by CHS / DHS.
Reporting	<ul style="list-style-type: none"> • To MO I/C of the UPHC
Additional responsibilities	<p>The Dental Specialist will responsible for few administrative activities for smooth operation of the clinic.</p> <ul style="list-style-type: none"> • In charge of the Dental Specialist unit. • All equipments of the Dental Specialist unit will be under the responsibility of the Dental Specialist. • Records:- Dental Specialist will maintain one separate OPD register. • Reports:- Dental Specialist will prepare and submit a monthly achievement report of previous month by 5th of each month without any failure to MO I/C in given format.

ToR for Physiotherapist of Geriatric Clinic of Urban PHC

Name of the position	Physiotherapist
Nature of service	<ul style="list-style-type: none"> • Provide Physiotherapy treatment on Outdoor basis. • Purely on call basis with remuneration Rs. 1000/- per day for two sessions. • The payment will be transfer to the bank account on monthly basis directly for total days of engagement of the Physiotherapist for the month. • No monthly salary claimed by the Physiotherapist. • No TA / DA applicable for the said services unless outreach activity.
Frequency & timing of service	<ul style="list-style-type: none"> • Weekly three days(6 hours per day in 2 sessions) • Alternate days (Monday-Wednesday-Friday) or (Tuesday-Thursday-Saturday) • Morning: 8:00 AM to 11:00 AM & Evening: 05:00 PM to 08:00 PM • Biometric attendance system & in case of un-availability the attendance register of UPHC will be use for recording attendance. • The monthly working days will be calculated as per the attendance register or biometric system
Management of services during absence	<ul style="list-style-type: none"> • S/he to inform in advance to the MO I/C • During his/her absence any empanelled Physiotherapist will be allotted to work in the institution. • Any long day leave (More than 3 days in a week) or unauthorized absent will consider as cancellation of empanelment.
Place of service	<ul style="list-style-type: none"> • Urban PHC Uttaramukhi • The Physiotherapist will attach to one Urban PHC but can be transferred or assigned to any other UPHC of the city as per the requirement or decision of City Health society. • Outreach activities as required.
Target population for coverage	<ul style="list-style-type: none"> • Patient coming to the UPHC
Service coverage	<ul style="list-style-type: none"> • Provide consultation, assessment, diagnosis & Physiotherapy treatment to out-patients directly coming to the OPD for Physiotherapy treatment or referral from any other specialists. • Treatment for pain management, Neuro Rehabilitation, Exercise Planning and prescription and any other geriatric condition which need physiotherapy treatment. • Any other cases as per the need & requirement. • Provide related counseling services to the patients.
Community activities	<ul style="list-style-type: none"> • Outreach activities as per the requirement and decision of CHS/DHS from time to time. • Awareness or community screening camps organizes by CHS / DHS.
Reporting	<ul style="list-style-type: none"> • To MO I/C of the UPHC
Additional responsibilities	<p>The Physiotherapist will responsible for few administrative activities for smooth operation of the clinic.</p> <ul style="list-style-type: none"> • In charge of the Physiotherapy unit of the UPHC. • All equipments of the Physiotherapy unit will be under the responsibility of the Physiotherapist. • Records:- Physiotherapist will maintain one separate Physiotherapy OPD register. • Reports:- Physiotherapist will prepare and submit a monthly achievement report of previous month by 5th of each month without any failure to MO I/C in given format.

16. Experience Details (starting from present / last employment):-

Sl. No	Name of the Employer	Post Held	From date	To Date	Total Experience	
					Year	Month

- Total years of post qualification experience:
- Years of experience in the Development Sector / NGO :
- Years of experience in Government :

DECLARATION BY THE CANDIDATE

I do hereby declare that the information furnished above are true to the best of my knowledge and belief and that, if at any stage, it is found that any of the above information is false / incorrect or is suppressed by me, my candidature / appointment is liable to rejected / terminated. I also declare that I have never been disengaged from service previously on administrative ground such as disobedience / poor performance / misbehavior / criminal activities etc.

Further, I undertake that I shall produce all original certificates / documents in support of the above information at the time of interview / certificate verification.

Date :

Place :

Full Signature of the Applicant

Candidates are required to attach the following documents along with the application form.

- One recent passport size colour photograph duly pasted at the designed space.
- Self attested photocopy of Identity Proof (Voter ID card / PAN card / Driving License / Aadhar Card / Passport).
- Self attested copies of All Mark sheet and certificate in proof of the claim made by the candidate relating to his/her educational qualification.
- Self attested copy of HSC or equivalent marks sheet or certificate (proof of age)
- No Objection Certificate for those Candidates, who are already working in Health Department either on regular or on contractual basis.
- Two self addressed envelope (Size 24" X 10") with postage stamp of Rs. 40/- affixed on it.