

Ref.No. HRD/02/2024/260

Advt. No. M&R/01/2024

Date: 08/07/2024

N O T I C E

The National Aluminium Company, a leading Navratna Public Sector Enterprise under the Ministry of Mines, Government of India is looking for Homeopathic Doctor (one) for its Hospital at Damanjodi in the District of Koraput, Odisha on retainership basis for a period of two years, extendable by another one year to provide medical treatment to the Company's employees and their dependant family members. The terms & conditions of retainership are outlined below:

1. The retainer will attend the hospital during full OPD hours on all weekdays (Except Sundays and Holidays notified by NALCO, M&R Complex).
2. The retainer would be under the administrative control of the head of the Medical Services Department, NALCO Hospital, Damanjodi and will abide by the general rules of the hospital as well as the Company. The retainer would also assist him in scrutinizing claims of reimbursement of medical expenses relating to Homeopathic medicines and other jobs that may be assigned, apart from providing consultancy/treatment to the employees and their dependant family members.
3. The retainer would be paid fees of **Rs.36,000/- (Rupees Thirty-Six Thousand only per month) to Rs.51,000/- (Rupees Fifty-One Thousand only per month)** depending on the years of experience. In case of absence from attending the OPD without availing leave or beyond leave due, consolidated fee will be reduced on pro-rata basis dividing the total retainership fee by 30. However, the retainer will be entitled to maximum **20 days leave** per annum. No carry forward of leave will be allowed. For period less than the full year, proportionate leave will be allowed and the retainer can avail the leave from the leave already due only.
4. The retainer may be considered for residential accommodation i.e. 'A' or 'B' type quarters subject to availability & exigency of situation. The charges towards the residential accommodation as per clause 6(iii), i.e., "A" or "B" type Quarters for Doctors, if provided shall be on par with the employees of NALCO. Water/Electricity charges would be recovered as per the rates applicable in case of the Company employees.
5. The retainer is **not permitted** to do any form of private consultation with employees or their dependant family members.
6. The retainer will be entitled to get medical benefits in respect of self, spouse and dependant children in Company's Hospital only.
7. The period of retainership will be initially for a period of two years which can be extended for another one year at the discretion of the Management. The engagement is purely temporary in nature and may be terminated by either side during its course by a notice of one month. Further the period of retainership will automatically stand terminated on the expiry of two (02) years or three (03) years in case of extension approved by Competent Authority.

The candidates willing to apply should have:

- a) Degree in Homeopathy from a recognized University/ Statutory State Board/ Council/ Faculty of Indian Medicine or equivalent under Homeopathic Central Council & having valid registration with Central/State Register of Homeopathy.
- b) Minimum 10 years experience in Govt. Hospitals/ Institutions/ Dispensaries/ PSUs/ Private Sector/ Charitable Hospitals/ Dispensaries/ Private Practice.
- c) The age of the candidate should not be more than **57 years** as on **30.07.2024**.

The downloaded application with self-attested photocopies of all the documents in support of the information given by the candidate should reach **The Senior Manager (HRD), Recruitment Cell, Alumina Refinery, Mines & Refinery Complex, National Aluminium Company Limited, Damanjodi, Koraput – 763008, Odisha** by **Ordinary Post**. The application must reach the address along with all documents by **05.08.2024**.

N.B. Communication regarding the interview will be made to the eligible candidates at a later date. The candidates will make their own arrangements for stay while appearing for the interview. No TA will be paid for attending the document verification/ interview.

Sd/- Sr. Manager (HRD)

**APPLICATION FORM FOR ENGAGEMENT
OF HOMEOPATHIC DOCTOR ON RETAINERSHIP BASIS**

(Applicants are required to fill all the fields in **English capitals** only)

1.	POSITION APPLIED FOR	
2.	NAME	
3.	FATHER'S/ HUSBAND'S NAME	
4.	DATE OF BIRTH (DD/MM/YYYY)	
5.	PRESENT ADDRESS	State: _____ PIN: _____
6.	PERMANENT ADDRESS	State: _____ PIN: _____
7.1	MOBILE NO.	
7.2	E-MAIL ID	

8. ACADEMIC / PROFESSIONAL QUALIFICATION (in reverse chronological order)

Exam passed	Institution University	Year of Passing	Class/Division	Main Subjects	% of Marks
9.	REGD. NO. & IT'S VALIDITY (Specify the issuing Board/Council)				

10. DETAILS OF PAST AND PRESENT EXPERIENCE: (in reverse chronological order)

Name of the organization	Period of service		Designation	Nature of duties	Total salary (per month) drawn	Reason of leaving
	From	To				
11.	WHETHER SC/ST/OBC/PWD (Attach supporting documents)					

I do hereby declare that the above information furnished by me are true to the best of my knowledge & belief. I have submitted all requisite documents, certificates and testimonials in support of the information furnished above. If the information furnished or documents submitted by me are found to be false/ incorrect at any point of time my engagement (retainership) will be terminated by NALCO without assigning any reason thereof.

Date:

Place:

SIGNATURE OF THE CANDIDATE (in full)