



**THE GUJARAT CANCER & RESEARCH INSTITUTE**  
**NEW CIVIL HOSPITAL CAMPUS, ASARWA, AHMEDABAD-380 016**  
 Affiliated to B.J. Medical College, Ahmedabad

Phone No: 079-2268 8012

Fax No. 079-2268 5490

### ADVERTISEMENT

Applications are invited for vacant post at GCRI. Candidates may apply upto **07-06-2022, Tuesday 17:00 hrs.** **Application forms downloaded from our website and filled form** all documents and then send all Photocopies of all educational qualifications, experience certificates, registration & attempt certificates duly self attested along with one recent color passport size photograph to be submitted by the post/ Courier/ by Hand/ Register AD to The Director, The Gujarat Cancer & Research Institute, Civil Hospital Campus, Asarwa, Ahmedabad – 380016.

No TA/DA will be admissible for attending interview.

**❖ Application Form should be submitted along with documents mention 1 to 12 below otherwise Application Form will be outrightly rejected.**

- ❖ Application Form
- ❖ Detailed Bio-data.
- ❖ Adhar Card/ PAN Card.
- ❖ School Leaving Certificate / Birth Certificate.
- ❖ S.S.C, H.S.C Passing Certificate & Marksheet
- ❖ Caste Certificate.
- ❖ Income Certificate for EWS (Economically Weaker Section) Quota.
- ❖ All educational qualifications with Photocopies of Mark Sheets.
- ❖ Degree Certificate.
- ❖ All Experience Certificates.
- ❖ NOC from Present Employer.

Vacancy Statement					
Sr. No	Post	OBC	ST	SC	GEN
1	Deputy Director for GCRI	-	-	-	1
2	Account Officer CI-II for GCRI	-	-	-	1
3	Radiation Safety Officer for Siddhpur (SCCC)	-	-	-	1

- Pay and allowances will be as per existing rules.
- Basic Knowledge of Computer Application as prescribed in the Gujarat Civil Services Classification & Recruitment (General) Rules, 1967.

## Age relaxation

**As per Govt. of Gujarat Notification No. CRR/11/2021/450900/G.5. Date 14/10/2021 -  
One year exemption in the maximum age limit for advertisement between 01/09/2021 to 31/08/2022.**

1	Female Candidate in General Category	05 year (maximum upto 45 years) – age relaxation.
2	Female Candidate - SC, ST, SEBC, EWS	10 year (maximum upto 45 years) – age relaxation.
3	Male Candidate – SC, ST, SEBC, EWS	05 year (maximum upto 45 years) – age relaxation.
4	Male Candidate Handicapped in General Category	10 year (maximum upto 45 years) – age relaxation.
5	Female Candidate Handicapped in General Category	15 year (maximum upto 45 years) – age relaxation.
6	Male Candidate Handicapped in SC, ST, SEBC, EWS	15 year (maximum upto 45 years) – age relaxation.
7	Female Candidate Handicapped in SC, ST, SEBC, EWS	20 year (maximum upto 45 years) – age relaxation.

## RECRUITMENTS RULES OF BELOW POST:

### 1. DEPUTY DIRECTOR

With an experience of over 15 years, including over three years of experience as the head of the department or experience in the equivalent post in the oncology teaching institute, the candidate must be a Post Graduate. The Deputy Director will report to the Director GCRI and shall be managing a team of Assistant Directors (Clinical / Surgical / Academic and Research), Nursing Superintendent, Biomedical Engineer)

<b>Administrative:</b>	<ul style="list-style-type: none"> <li>➤ Set short and long term objectives for the team towards planned targets.</li> <li>➤ Develop operational strategies to ensure excellence and patient's satisfaction, Total Quality Management (TQM), recommending strategic plans, operational plans annually including.</li> <li>➤ Recommend annual budget, comprising Capital and Operations Budget</li> <li>➤ Assist the Director in day to day operations. Devise a viable manpower plan to ensure productivity, cost control and patient's satisfaction.</li> <li>➤ Managing Human Resources and aligning the staff with the organisational goals, values and expectations in terms of discipline, integrity and ethics.</li> </ul>
<b>Academic:</b>	<ul style="list-style-type: none"> <li>➤ Assist Director GCRI in healthcare Professional's education programme.</li> <li>➤ Receive periodic feedbacks from various departments.</li> <li>➤ Oversee development of an instructional plan (course outline or syllabus) for the course(s).</li> <li>➤ Provide senior level administrative leadership in areas of curriculum development, student assessment and academic engagements such as Journal clubs, Seminars, Case presentations, CMES etc.</li> <li>➤ Academic monitoring of the pre-clinical and para-clinical departments.</li> <li>➤ Organise extracurricular activities e.g. Sports, cultural etc. of students and faculties.</li> </ul>
<b>Hospital Operations:</b>	<ul style="list-style-type: none"> <li>➤ Review and present the Quality and Operational Indicators.</li> <li>➤ Organize accreditation of the hospital like NABL, NABH, ISO, JCI etc.</li> <li>➤ Develop resource strategies for profitability and cost control</li> <li>➤ Develop a well motivated and trained team to ensure excellence in service.</li> <li>➤ Update and implement systems and procedures to swiftly address patient's needs.</li> <li>➤ Supervise medical records.</li> <li>➤ Administration of the Pharmacy.</li> </ul>
<b>Facility Management &amp; Biomedical Engineering:</b>	<ul style="list-style-type: none"> <li>➤ Oversee renovation work from time to time.</li> <li>➤ Oversee and govern purchase and installation of medical equipment.</li> <li>➤ Oversee training of personnel on the proper use of biomedical equipment</li> </ul>
<b>Age:</b>	Not more than 45 years, PH & Women candidate will be given age relaxation as per Govt. Rules
<b>Pay Scale:</b>	Matrix Level 14 – 144200-218200

## 2. ACCOUNT OFFICER CL-I I

- QUALIFICATION:**
- (a) have a bachelor's degree obtained from any of the Universities established or incorporated by or under the Central or a State Act in India; or any other educational institution recognised as such or declared to be deemed as a University under section 3 of the University Grants Commission Act, 1956; or possess an equivalent qualification recognised by the Government;
  - (b) have about three years experience in the field of administrative work in the Government / Government undertaking / Board / Corporation / Local bodies / University or Limited Company established under the Companies Act, 2013 on the post which can be considered equivalent to the post not below the rank of Head Clerk, Class III in the State Government;
  - (c) possess the basic knowledge of computer application prescribed in the Gujarat Civil Service Classification and Recruitment (General) Rules 1967; and
  - (d) possess adequate knowledge of Gujarati or Hindi or both.
- AGE:** Not more than 38 years, PH & Women candidate will be given age relaxation as per Govt. Rules.
- PAY SCALE:** Matrix Level-8 44900-142400.

## 3. RADIATION SAFETY OFFICER FOR SIDDHPUR (SCCC)

- QUALIFICATION & EXPERIENCE :**
- (i) a post graduate degree in Physics from a recognised university;
  - (ii) a Post M.Sc. diploma in radiological/medical physics from a recognised university; and
  - (iii) an internship of minimum 12 months in a recognised well-equipped radiation therapy department.
- OR**
- (i) a basic degree in science from a recognized university, with physics as one of the main subjects;
  - (ii) a post graduate degree in radiological/medical physics from a recognised university; and
  - (iii) an internship of minimum 12 months in a recognised well-equipped radiation therapy department.
- AND**
- an approval from the competent authority to function as Radiological Safety Officer.
- FIX PAY:** Rs. 70,000/- P.M. (Consolidated)
- AGE:** Not more than 39 years, can be relaxed for deserving case. PH & Women candidate will be given age relaxation as per Govt. Rules.

**DIRECTOR**