

**ENGAGEMENT OF LOCUM DOCTOR AT AIRPORTS AUTHORITY OF INDIA,
REGIONAL HEADQUARTERS, SOUTHERN REGION, CHENNAI-27.**

Airports Authority of India invites applications from Doctors possessing the following qualification, experience etc. for engagement of Locum Doctor purely on temporary basis at Regional Head Quarters, Southern Region, Chennai. The period of engagement shall be for one year which may likely to be extended.

Job Specifications & Qualifications

Qualification	MBBS preferably with Post Graduation in General Medicine
Experience	At least 05 years after Graduation including one year as House Surgeon(Jr.Resident) in a teaching institution with preference for candidates having worked in Aviation Establishment, Government and PSUs.
Proximity	The candidates would be preferably residing in close proximity to the airport and make himself/herself available for duty within two hours of being informed for duty immediately in case of any airport emergency
Duration of Duty	Daily 06 hours duty on all working days excluding Saturdays, Sundays and Gazetted Holidays
Remuneration	Rs.2000/- (inclusive of conveyance) for the first 06 hours duty on all working days. For every additional hours beyond 06 hours, Rs.250 shall be paid.
Mode of Selection	Interview

Those fulfilling the above norms and willing to offer their service shall send their application in the prescribed format along with other documents duly signed and addressed to The General Manager(HR), Airports Authority of India, Regional Headquarters, Southern Region, Operational Offices Complex, Meenambakam, Chennai – 27 so as to reach on or before 7th of May 2018 (1800 hrs). The application shall be superscribed as “Engagement of Locum Doctor at AAI, RHQ-SR, Chennai”. The applications received beyond the stipulated date shall not be entertained.

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The application in the prescribed proforma (**Annexure-I**) shall accompany the following documents:

- a) Self-attested Xerox copies of documents including Registration Certificate (Original required to be produced for verification at the time of interview).
- b) One recent passport size photograph and proof of residential address.
- c) Remuneration, Terms and conditions of engagement and Termination of engagement. (**Annexure-II**)
- d) Charter of Duties and Responsibilities for Locum Doctor. (**Annexure-III**)
- e) Code of conduct for Locum Doctor. (**Annexure-IV**)

Annexure-I

Application Form for Engagement of Locum Doctor

1. Name in full Shri./Kum./Smt. :
2. Father's Name/Spouse's Name :
3. Date of Birth & Current Age :
4. Marital Status :
5. Phone Number/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

Contd. on next page

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11. Details of Experience(after Post Graduation)

Qualifications	Post Held	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 deemed to be null & void.

Signature of the Applicant

Place :

Date :

Annexure-II

Remuneration, Terms and Conditions of Engagement & Termination of Engagement

Remuneration	Rs.2000/- (inclusive of conveyance) for the first 06 hours duty on all working days. For every additional hours beyond 06 hours, Rs.250 shall be paid.
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Terms and Conditions of Engagement

- The period of engagement of Locum Doctor shall be for one year which may likely to be extended.
- The engagement of Locum Doctor is purely temporary. No claim shall lie for regular employment on that basis at any stage.
- There shall not be any other liability on the part of AAI.
- The Locum Doctor shall perform daily 06 hours duty on all working days excluding Saturdays, Sundays and Gazetted Holidays.
- The Locum Doctor will not be entitled for any leave and any other benefits enjoyed by the employees of AAI.
- The Locum Doctor shall not be governed by the AAI Rules and Regulations.

Termination of Engagement

- The engagement is liable to be terminated in case –
 - Locum Doctor commits a breach of code of conduct or the terms and conditions of engagement accepted by him/her.
 - Commits anything which is detrimental to the interests of AAI.
- AAI may terminate the engagement immediately without issuing any notice.
- The Locum Doctor may terminate the engagement after giving one month advance notice to the AAI.

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

Date:

Signature & Name of the Locum Doctor

Annexure-III

Charter of Duties and Responsibilities for Locum Doctor

- a. Rendering medical services to the employees of AAI, CISF personnel and their dependents.
- b. Locum Doctor 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 airport 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. Locum Doctor shall maintain discipline in general and instructions of the Head of Department/Airport Director
- 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 Locum Doctor.
- l. To provide professional opinion on medical issues referred to Locum Doctor by the Management of AAI.
- m. The Locum Doctor will be one of the members in the Local Medical Committee for empanelment of hospitals, nursing home, pathological labs, diagnostic centres etc.
- n. Any other works assigned by the Airport Director.

I hereby accept to the above Charter of Duties and Responsibilities for Locum Doctor.

Date:

Signature & Name of the Locum Doctor

Annexure-IV

CODE OF CONDUCT FOR LOCUM DOCTOR

1. The Locum Doctor shall observe, comply and obey the orders/instructions issued from time to time by the AAI Management.
2. The Locum Doctor shall serve the AAI honestly and faithfully and show courtesy and attention in all transactions.
3. The Locum Doctor shall use his/her utmost endeavor to promote the health of the AAI beneficiaries.
4. AAI shall not be a party to the dispute arises out of any medical negligence/lapse occurring during the treatment rendered by the Locum Doctor.
5. The Locum Doctor shall not solicit or accept any gift from any employee.
6. The Locum Doctor 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.
7. The Locum Doctor shall not outsource his/her services to the AAI.
8. Locum Doctor shall abide by any law relating to intoxicating drugs and drinks enforced in the area.
9. No Locum Doctor 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 the Locum Doctor