

**Advertisement Reference No: GNLU/AD/FP-010/2022****(WALK IN INTERVIEW)**

<b>Position :</b>	<b>Medical Officer (Part-Time)</b>	<b>Date :</b>	<b>04<sup>th</sup> July, 2022 (Monday)</b>
<b>Remuneration :</b>	<b>₹ 56,100/- Per Month (Fixed)</b>	<b>Walk in Interview :</b>	<b>11<sup>th</sup> July, 2022 (Monday)</b>
<b>Department :</b>	<b>Administration</b>	<b>Requirements: Educational Qualification, Knowledge, Skills and Experience</b>	

**Roles and Responsibilities:** Under the overall guidance and supervision of the Director and the Registrar, the incumbent shall perform the following roles and responsibilities;

- (i) Ensure the efficient and accurate delivery of consultation and necessary healthcare to the students and staff at GNLU;
- (ii) Maintain all medical records of the patients on routine basis;
- (iii) Report all the matters of importance/seriousness, pertaining to students and the staff healthcare or any general potential hazards at all the times;
- (iv) Ensure proper health care to students' from time to time on problems being faced or as and when the circumstances demand through consultation and awareness programs;
- (v) Overall management and administration of the healthcare Centre;
- (vi) Provide guidance and suggestions for improvement of medical facilities in the Campus on regular basis;
- (vii) Perform any other duties as required to achieve the aims and objectives of the University.

**Essential Criteria:**

- (i) M.B.B.S. degree from a recognized Institution/ University recognised by the Medical Council of India;
- (ii) Minimum 5 Years of experience;
- (iii) Valid Registration Certificate;

**Highly desirable:**

Experience from Higher Educational Institutes/ University.

**Important Notes:**

- This appointment is for 364 days.
- The University retains the discretion not to make any appointment to this vacancy, to make an appointment at a revised remuneration, or to make an appointment with a modified job description and to fix revised qualification and requirements.
- The University retains the discretion/ right to relax the norms specified in the advertisement for deserving candidates considering their experience and competency.
- Date and time of Walk in Interview : **11<sup>th</sup> July, 2022 (Monday) at 13:30 hrs** (No candidate shall be considered for walk in interview after the scheduled date and time.)
- Candidates are required to bring three copies of their resume with photograph affixed on all copies, original and one set of photocopy of their Academic certificates, Experience certificate and other documents.

**Address :** The Registrar, Gujarat National Law University, *Attalika* Avenue, Knowledge Corridor, Koba, Gandhinagar 382426, Gujarat (INDIA); Email : [hr@gnlu.ac.in](mailto:hr@gnlu.ac.in), Tele : +91 (79) 2327 6611/12