

## **BROADCAST ENGINEERING CONSULTANTS INDIA LIMITED**

(A Government of India Enterprise under Ministry of Information & Broadcasting) (A Mini Ratna Company)

Corporate Office: BECIL Bhawan, C-56/A-17, Sector-62, Noida-201307 Phone: 0120-4177850, Fax: 0120-4177879 Website: <u>www.becil.com</u>

# **VACANCY NOTICE**

Applications are invited for empanelment of Temporary staff purely on contract basis for deployment in a government hospital/office in Delhi/NCR/Jhajjar.

S. No.	Designation	Evaluation Criteria	Roles and Responsibilities	Requirement (may get increase or decrease as per the requirement)	Fee
1	Patient Care Manager (PCM)	<ul> <li>Qualification: Bachelors Degree in Life Sciences with full time Post Graduate Qualification in Hospital (or Healthcare) Management from a recognized university</li> <li>Experience: At least one year experience in a hospital after acquisition of the aforementioned qualifications.</li> <li>Age Limit: Not more than 40 Yrs. on the date of joining</li> </ul>	<ul> <li>Management of the patient care coordinators</li> <li>Ensure that the PCCs are in full attendance and ensure replacement/alternative in case of absenteeism</li> <li>Act as the first point of escalation for any issues that are reported by PCCs</li> <li>Management of patient movement from waiting area to respective OPDs in batches</li> <li>Overall management of process implementation</li> </ul>	25	Rs. 30,000/- per month consolidated with annual increment of 10%
2	Patient Care Coordinator (PCC)	Qualification: Full Time BachelorsDegree in Life Sciences (preferred)or Bachelors Degree in any fieldExperience: At least one yearexperience in a hospital afteracquisition of the aforementionedqualificationAge Limit: Not more than 35 Yrs.on the date of joining	<ul> <li>Help and guide patients in a compassionate manner</li> <li>Ensure smooth functioning of the process workflow</li> <li>Manage seating of patients at PRC, waiting areas.</li> <li>Operation of access control scanners</li> <li>Assisting and providing navigational support to patient</li> </ul>	25	Rs.18,462/- per month (as per minimum Wages Rates of Delhi Govt. revised from time to time)

Selection will be made as per prescribed norms and requirement of the job.

Application forms may be obtained from BECIL's Corporate Office: C-56, A/17, Sector-62, Noida-201307 or downloaded from <u>www.becil.com</u>. The duly filled in application form along with self-attested photocopies of educational/ experience certificates, two passport size photograph, PAN Card, Aadhar Card and non-refundable registration fee of Rs.500/- (Rupees Five Hundred Only) for General and OBC candidates and Rs.250/- (Rupees Two Hundred Fifty only) for SC/ST/PH candidates by cash or demand draft drawn in favor of BROADCAST ENGINEERING CONSULTANTS INDIA LIMITED payable at New Delhi may be submitted to Assistant General Manager (HR) in BECIL's Corporate Office at BECIL Bhawan, C-56/A-17, Sector-62, Noida-201307 (U.P).

Last date for submission of application forms is December 31, 2018.

Sd/-Mahesh Chand Assistant General Manager (HR) For office Use: Reg. No. \_\_\_\_\_ Dated: \_\_\_\_\_ Fee: \_\_\_\_\_

(

B	ECIL	-	te Office: BECI	<b>(A Go</b> e: 14-B, Ri 1(11) 2337 Bhawan, <b>Fel:</b> 0120-4	o <b>vt. of I</b> ing Roa 78823-2 C-56, A 4177850	ndia En d, I.P. E 5, <b>Fax N</b> V17, Se 0 <b>Fax :</b> (	<b>terprise</b> state, N <b>lo</b> . + 91( ctor-62, 0120-41	) ew Delh (11) 233 Noida – 77879	i-11000 79885 201307	2 Uttar F				re passp	e attach cent oort size ograph
10	बेसिल्		E_Mail: <u>con</u>						becil.co	m					
,		.,		(REGIS				,							
(Imp:	Please read the details	on prescribed	d educational, proi	essional as	well as e	experienc	e require	ements fo	r the vari	ous pro	tessio	onals b	etore ti	lling in t	he form)
1.	Registration for	the post	of:												
2.	Name - Mr./M	rs./Miss	. (Please tick	the app	oropria	ate)								ТТ	
	First Name			Middle	Namo				 ae	t Nan					
3.	Father's/Husba		o (Planco tio						Lus	i Nan					
э.															
4.	Date of Birth:		Day	Month			י <u>ר</u>	'ear	5. /	AGE:				-	
6.	PAN No. (com	nulsorv)		<b></b>											
0.		ipulool y)													
7.	Aadhar No. (c	ompulso	ry)												
8.	Category:	Ger	neral C	BC [	so	C/ST		PH			Othe	ers			
9.	Marital Status:	Mar	ried	Jnmarrie	ed										
10.	Nationality:					11	. Relig	jion:							_
13.	Present Addres	s for Con	nmunication	(Capital	Lette	rs):					_			<del></del>	
	City			111		Sta									
									Р	in Co	de				
12.	Permanent Add	ress (if a	ny) :												
	City					Sta	te								

# Image: Second state sta

### 15. Educational/Professional Qualification:

S. No.	Qualification	University / Institute / College	Year of Passing	Division/ Grade
1	Senior Secondary School (SSC)			
2	Higher Secondary School (HSC)			
3	Graduation			
4	B.Sc. in Life Sciences			
	Post-Graduate in Hospital Management (or Healthcare)			
6				

### 16. Work Experience (add separate sheet if required):

1.	Designation			
	Organization			
	Duration (DD/MM/YY)	From	То	
	Job profile			
2.	Designation			
	Organization			
	Duration (DD/MM/YY)	From	То	
	Job profile			

### 17. Total years of experience: \_\_\_\_\_

### 18. References:

S. No.	Name	Address	Contact Number
1.			
2.			

### 19. Languages known other than Hindi /English (Tick appropriate boxes)

	Read	Speak	Write
1.			
2.			
3.			

### Note: Please attach self-attested photocopies of following documents with the form (compulsory):

- 1. Birth Certificate or 10<sup>th</sup> pass certificate
- Caste Certificate, if any.
   Educational / Professional Qualification Certificates
   Work Experience Certificates
- 5. PAN Card
- 6. Aadhar Card
- 7. Copy of EPF/ESIC Card (if already have)

Signature \_\_\_\_\_