

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)	Qualification: Bachelors Degree in Life Sciences with full time Post Graduate Qualification in Hospital (or Healthcare) Management from a recognized university Experience: At least one year experience in a hospital after acquisition of the aforementioned qualifications. Age Limit: Not more than 40 Yrs. on the date of joining	Management of the patient care coordinators Ensure that the PCCs are in full attendance and ensure replacement/alternative in case of absenteeism Act as the first point of escalation for any issues that are reported by PCCs Management of patient movement from waiting area to respective OPDs in batches Overall management of process implementation	25	Rs. 30,000/- per month consolidated with annual increment of 10%
2	Patient Care Coordinator (PCC)	Qualification: Full Time Bachelors Degree in Life Sciences (preferred) or Bachelors Degree in any field Experience: At least one year experience in a hospital after acquisition of the aforementioned qualification Age Limit: Not more than 35 Yrs. on the date of joining	Help and guide patients in a compassionate manner Ensure smooth functioning of the process workflow Manage seating of patients at PRC, waiting areas. Operation of access control scanners Assisting and providing navigational support to patient	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 www.becil.com. 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)

Dated: 07.12.2018

For office Use: Reg. No Dated: Fee:	or office Use: Reg. No	Dated:	Fee:	
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BROADCAST ENGINEERING CONSULTANTS INDIA LTD



14. Mobile No

(A Govt. of India Enterprise) Head Office: 14-B, Ring Road, I.P. Estate, New Delhi-110002

Tel: +91(11) 23378823-25, Fax No. +91(11) 23379885

Corporate Office: BECIL Bhawan, C-56, A/17, Sector-62, Noida – 201307 Uttar Pradesh

Tel: 0120-4177850 Fax: 0120-4177879 E_Mail: contactus@becil.com

Website: www.becil.com

Please attach recent passport size photograph

(REGISTRATION FORM)

(Imp: Please read the details on prescribed educational, professional as well as experience requirements for the various professionals before filling in the form) Registration for the post of:_ Name - Mr. / Mrs. / Miss. (Please tick the appropriate) 2. **Middle Name Last Name First Name** 3. Father's/Husband's Name (Please tick the appropriate): Date of Birth: Day Month Year 5. AGE: 6. PAN No. (compulsory) 7. Aadhar No. (compulsory) Category: General OBC SC/ST PH Others **Unmarried** Married Marital Status: 10. Nationality:__ 11. Religion:__ 13. Present Address for Communication (Capital Letters): State Pin Code 12. Permanent Address (if any): State Pin Code 13. E-Mail Address (Capital Letters):

15	Educationa	I/Profe	ecional	Qualifica	ation

15.	Educational/Professional Quali	ification:				
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					
5	Post-Graduate in Hospital Management (or Healthcare)					
6						
16.	Work Experience (add separate	e sheet if required):				
1.	Designation					
	Organization					
	Duration (DD/MM/YY)	From To				
	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.	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):

- Birth Certificate or 10th pass certificate
 Caste Certificate, if any.
 Educational / Professional Qualification Certificates
 Work Experience Certificates
 PAN Card

- 6. Aadhar Card7. Copy of EPF/ESIC Card (if already have)

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Signature		