



Date: 07.08.2025

## Invitation For Expression of Interest (EOI)

The **Indian Institute of Information Technology, Design and Manufacturing, Jabalpur (IIITDM Jabalpur)**, an *Institute of National Importance* established in **2005** by the **Ministry of Education** (formerly MHRD), Government of India, has a **Primary Health Centre (PHC)** that is seeking to hire **experienced medical consultants** with strong clinical knowledge and an excellent professional track record. The PHC is looking for professionals who are **empathetic**, possess **attentive listening skills**, and can **communicate effectively** with patients. **Eligible and interested candidates** may express their interest in the following specializations:

1. General Physician
2. Pediatric
3. Gynecology & Obstetrics
4. Orthopedic
5. ENT (Ear, Nose, and Throat)
6. Gastroenterologist
7. Ophthalmologist
8. Neurologists
9. Ayurveda
10. Homeopathy
11. Dentist
12. Physiotherapist

### Scope of Work:

The institute has approximately **2,650 students** and around **150 regular employees**, with the majority residing on campus. The **hired medical consultants** will be responsible for providing **Outpatient (OPD)** and **Inpatient (IPD)** medical consultations and related healthcare services as and when required. Their role is crucial in ensuring the timely diagnosis, treatment, and referral of health issues, thereby supporting the overall well-being of the campus community.

### Role and Responsibilities of Medical Consultants:

- **Diagnose and Treat:** Address patients' health concerns by reviewing their medical history, conducting thorough examinations, diagnosing illnesses, and prescribing appropriate treatment or referrals as needed.
- **Recommend and Interpret Tests:** Advise necessary laboratory or diagnostic tests and interpret the results accurately to support medical decisions.
- **Maintain Patient Records:** Keep detailed and accurate records of patient history, examination findings, diagnosis, treatments, and test reports.

- **Stay Updated:** Remain informed about the latest medical advancements, treatment protocols, and pharmaceutical developments.
- **Maintain Ethics and Confidentiality:** Ensure strict confidentiality of patient information and maintain impartiality and professional ethics in all interactions.
- **Patient Communication:** Clearly explain diagnoses, treatment options, and medication instructions to patients in an understandable manner.
- **Coordination with Referral Hospitals:** Liaise and coordinate with medical professionals at referral hospitals for patient transfers, specialist consultations, or advanced care.
- **Health Awareness and Education:** Promote, plan, and organize health awareness activities, medical camps, and preventive healthcare programs on campus.
- **Emergency Support:** In case of Emergency Doctor must be available on telephonic / video call consultation 24\*7

The requisite qualification, experience, remuneration and other details are as below: -

Name of Specialist	Requisite minimum qualification	Experience	Emoluments	Duty hours
Paediatrician	MBBS  AND	Five Years professional experience in reputed hospital/body	Negotiable as per Qualification and Experience	5 days per week and 2 hours per day
Gynecology Orthopedic ENT Gastroenterologist Ophthalmologist Neurologists	Medical qualification included in the first or the second schedule or part-II of the third schedule (other than licentiate qualifications) to the Indian Medical Council act, 1956. holders of educational qualifications included in part-II of the third schedule should fulfill the condition stipulated in section 18(3) of the Indian medical council act, 1956 <u>AND</u> Completion of Compulsory Rotation in internship <u>AND</u> Preferably MD/MS/Diploma/DNB in the relevant field			3 days per week and 2 hours per day
General Physician	MBBS & Preferably Post – Graduation in the relevant Field			5 Days per week full working hours
Ayurveda	BAMS			3 days per week and 2 hours per day
Homeopathy	BHMS			
Dentist	BDS <u>AND</u> Completion of Compulsory Rotation in internship & Preferably Post – Graduation in the relevant Field			
Physiotherapist	Bachelor's Degree in Physiotherapy from reputed Institute / University & Preferably Post – Graduation in the relevant Field			2 days per week and 2 hours per day

*[Handwritten signatures and initials at the bottom of the page]*

**Duration of Engagement :-** Initially for one year and then it could be further extended for two more years subject to annual reviews.

Interested candidate may submit their application in the duly filled prescribed format as attached herewith at the address mentioned below along with self -attested mark sheet / degrees / testimonial on or before 05-09-2025.

To  
The Registrar,  
PDPM-Indian Institute of Information Technology, Jabalpur,  
Dumna Airport Road, Post- Khamaria, Jabalpur (M.P.)-482005

**" In case of any query, feel free to contact us:- 70000-54679."**

**Applications can also be submitted along with supporting documents by email at :- [phc@iiitdmj.ac.in](mailto:phc@iiitdmj.ac.in)**

**Director**



PDPM-Indian Institute of Information Technology,  
Design & Manufacturing Jabalpur

**Application Form for Medical Consultant**

**A: Personal Details**

1.	Specialization (Major/Minor)								
2.	Gender (mark ✓)	Male		Female					
3.	Marital Status (mark ✓)	Married		Single					
4.	Name in Full Underline Surname								
5.	Father's Name								
6.	Address For Correspondences								
7.	Permanent Address (if different from above)								
8.	Email ID								
9.	Mobile								
10.	Phone No.								
11.	Date of Birth	D	D	M	M	Y	Y	Y	Y
12.	Nationality								

**B: Academic Details:**

13. Academic Records starting with high school:

Degree/ Exam	University/ Board/ College	Year	Percentage of marks	Division	Rank(if applicable)
Graduation					
Post- Graduation					
Any other additional					

14.	Total Experience in Year(s) & Month (s)		
15.	Membership of Professional Bodies (if Any)		
15. (i)	Name of Body		
15. (ii)	Name of Body		
15. (iii)	Name of Body		

16. Any other relevant information you may like to furnish (use separate sheet if required)

**Declaration**

I hereby declare that I have carefully read and understood the instructions and particulars supplied to me, and that all entries in this form as well as in the attached sheet(s) are true to the best of my knowledge and belief. I also declare that I have not wilfully suppressed any information. Further if any of the above information found wrong/ incorrect, my candidature will be treated as cancelled at any time. There are ..... enclosures with a total of ..... pages attached along with this form.

Date:  
Place:

Signature of Applicant  
Name of Applicant



Performa for offering consultancy services  
In response to Expression of Interest for medical consultant

Name	
Qualification	
Specialization	
Experience (in Years)	
Current affiliation, Position and assignment (if any)	
Contact details: -	
Expected monthly consultancy charges as per number of days/week mentioned in the EOI:	

Name & Signature with date

Dr.

Dr. Anand

Dr.