

HEAVY ENGINEERING CORPORATION LIMITED
ADMINISTRATION & PERSONNEL DIVISION
RECRUITMENT SECTION / HQRS.

In connection to advertisement No.RT/02/2012, the Management is pleased to announce the names of the following doctors who have been selected for the post of General Duty Medical Officer (on contract basis). Offer of Engagement have been dispatched in their respective residential addresses. However, a sample of Offer of Engagement has been attached herewith for those candidates who have not yet received the Offer of Engagement to download and bring the same during the time of joining.

List of Selected Candidates:

- i) Dr. Anshuman Pandey
- ii) Dr. Nitasha Kumari
- iii) Dr. Anamika
- iv) Dr. Gita Kumari – Gynecology

For & On behalf of
Heavy Engineering Corporation Ltd.

(Abhaya Kr. Mahapatro)
Sr. Manager (P)/HQ

(SAMPLE COPY)
HEAVY ENGINEERING CORPORATION LTD
Administration and Personnel Division
Recruitment Section/HQ

No. RT/O (NT)/04-(Pt)- 115-

Dated: 03/05/2012

To,
Dr _____

Sub: Offer of Engagement as "General Duty Medical Officer" on fixed tenure basis.

Dear Mam,

Apropos to your Personal Interview on 23.02.2012 in response to our advertisement RT/02/2012, we are pleased to inform you that you have been selected for engagement as "General Duty Medical Officer" purely on temporary and contract basis for a period of 1(one) year (extendable) on **Full Time basis** from the date of your joining.

Your engagement in the Corporation will be on the following terms and conditions as enumerated below:

- 1) Your engagement is being made on the basis of your particulars and declarations such as qualifications as given by you in your application for engagement and in case any information given by you is found false or incorrect, your engagement shall be deemed void ab initio and liable for termination without any notice or salary in lieu of notice.
- 2) You will be paid a Consolidated emoluments of Rs.24,000/-(Rupees Twenty Four thousand) only per month plus Conveyance Allowance of Rs.750/-(rupees Seven Hundred only) pm.
- 3) You will render your services to H.E.C Hospital on all working days (six days a week) as a Full Time doctor and as per the schedule fixed by the Chief Medical Officer(CMO) .
- 4) The appointment is subject to your being found medically fit by the authority prescribed for this purpose by the Corporation.
- 5) Leave of one day for every completed month of engagement.
- 6) You will attend to Emergency calls as and when required.
- 7) During your engagement with the Corporation, you shall:
 - a. NOT engage yourself in any other employment, service, in any other office /organization / hospital.
 - b. NOT divulge or make known any information in any manner whatsoever relating to Company or its business or any other information, its process of production etc to any outside person, authority, company etc.
 - c. Always maintain strict secrecy regarding information relating to technical/commercial/financial & other matters; and business related to HEC.
- 8) Your engagement may be extended beyond one year, if required, on the same terms & conditions or otherwise as would be decided by the Corporation.
- 9) You will report to Chief Medical Officer.
- 10) Your appointment is liable to be terminated by giving one month notice from either side. In case terminated by the Corporation it may be without assigning any reason.

If the above terms and conditions are acceptable to you, you are requested to sign and submit the duplicate copy of this offer as a token of your acceptance of the above terms and conditions of your engagement as GDMO and report for joining latest by **17.05.2012(Thursday) at Recruitment Section, HEC Hqrs.** In the event you do not report by the aforesaid date, the offer will stand cancelled and withdrawn automatically. No further correspondence will be entertained in this regard.

For & On behalf of
Heavy Engineering Corporation Ltd.

(Abhaya Kr. Mahapatro)
Sr. Manager (P)/HQ