

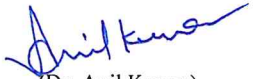
F.No R-56/686/Admin/NOTTO/24
National Organ and Tissue Transplant Organization (NOTTO)4th
& 5th Floor, NIOP Building
VMMC & Safdarjung Hospital
Campus, New Delhi-110029

Applications are invited for following five posts of Consultants in National Organ & Tissue Transplant Organization (NOTTO) on contractual basis for a period of one year (extendable on yearly basis depending on performance & as per MoHFW Guidelines)

Name of Posts	Number of posts	Qualification	Experience		Age Group	Consolidated Remuneration per month
			Essential	Desirable		
Consultant (Monitoring & Evaluation)	01	Medical Graduate with MD (Community Medicine/PSM/CHA) / MPH Or equivalent	Computer Literate	One year experience of monitoring and evaluation of National Health Programme.	Upto 63 Years	Rs. 1,20,000/-
Consultant (Research & Data Management)	01	Post Graduate in Medical / Public Health / Medical Statistics / Social Sciences or equivalent.	Computer Literate and experience of working on SPSS or any other relevant statistical software.	Having two years experience of research and data management in a Government setup/PSU/Non-Government Organization/Hospital.	Upto 63 Years	Rs.60,000/-
Consultant Coordination	01	Medical Graduate (M.B.B.S/B.A.M. S/B.H.M. S/B.D. S) / Post Graduate in Biological Sciences/Medical Social Work or equivalent	Computer Literate having proficiency in MS-work, excel and Power-point	Having two years experience of dealing with the technicalities of Human Organ Transplant Act and its amendments.	Upto 63 Years	Rs.60,000/-
Coordinator (Tissue Bank)	01	Graduate in Health Sciences/Post Graduate in Biological Sciences or equivalent.	Computer Literate	Two years' experience and background of biological sciences preferably with training in Tissue Banking. Persons with previous work experience of working in the Tissue Bank will be preferred.	Upto 63 Years	Rs.60,000/-
Consultant (IEC, Publication & Media)	01	Post Graduate in Mass Communication/journalism	Computer Literate having proficiency in MS-word, excel and Power-point	Experience of handling Mass Media division in Govt. set up/Public Sector undertaking.	Upto 63 Years	Rs.60,000/-

The eligible and desirous candidates may send their application along with Biodata and copies of documents of qualification and experience by email to dir@notto.nic.in within 15 days from the date of publication of this advertisement. The shortlisted candidate will be called to appear for interview before the selection committee.

For further details refer to website: www.notto.mohfw.gov.in


 (Dr. Anil Kumar)
 Director, NOTTO
 8th October, 2024
 चौथी और पाँचवीं मंजूर, NIOP Building
 वीरमण्डली, अजमेर रोड, नई दिल्ली-110029
 VMMC & Safdarjung Hospital, New Delhi-110029

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1) Consultant (Monitoring & Evaluation)----01 Post

Educational Qualification:-

Medical Graduate with MD (Community Medicine/PSM/CHA) / MPH or equivalent

Responsibilities/Job Description of Consultant (monitoring & Evaluation)

Consultant (monitoring & Evaluation) shall be responsible for monitoring & evaluation of all components of NOTP, organs & tissues donation, allocation, transplantation and to coordinate for the same with Regional and State Level Networks and hospitals carrying out Transplantations, Registered Centres for Tissues and Retrieval Centres. He/she shall be responsible for creation of SOPs for organ & tissue retrieval, tissue storage and tissue allocation. Any other work assigned by Director, NOTTO.

Age

Upto 63 years

Remuneration

The consolidated remuneration will be Rs. 1,20,000/- per month and remuneration will be increased by 5% every year after each completed year of service, subject to grant of extension.

2) Consultant (Research & Data Management)-----01 Post

Educational Qualification:

Post Graduate in Medical / Public Health / Medical Statistics / Social Sciences or equivalent.

Should be computer literate having proficiency in MS-word, Excel, PowerPoint and other allied software and experience of working on SPSS and any other relevant statistical package.

Desirable:

1. Having two years experience of research and data management in a Government setup/PSU/Non-Government Organization/Hospital.
2. Should have good communication skills.
3. Willing and able to travel domestically during consultancy.

Responsibilities/Job Description:

1. Various types of research work including clinical trials, basic and applied research in the registered transplant centres. Besides this, he/she will also undertake multi centre studies. The research studies so undertaken shall be published and disseminated among the public, scientist and government authorities.

2. Creation of a database relating to the institutions, patient requiring transplants done, follow-up and survival, complications, organ donors, cadaver organ retrieval etc and its analysis for record and research purposes.

3. Any other work assigned by the competent authority.

Age:

Upto 63years

Remuneration:

The consolidated remuneration will be Rs. 60,000/- per month and remuneration will be increased by 5% every year after each completed year of service subject to grant of extension.

3) Consultant Coordination—01 Post

Educational Qualification:

Medical Graduate (M.B.B.S/B.A.M.S/B.H.M.S/B.D.S)/ Post Graduate in Biological Sciences/Medical Social Work or equivalent. Should be well conversant with the THOT Act and Rules, National Organ Transplant programme(NOTP) and its guidelines.

Desirable:

- 1) Having two years experience of dealing with the technicalities of Human Organ Transplant Act and its amendments.
- 2) Should have good communication skills.
- 3) Should be computer literate having proficiency in MS-Word, Excel, PowerPoint and other allied software.
- 4) Willing and able to travel domestically during consultancy.

Responsibilities/Job Description:

- 1) Consultant (Coordination) shall be responsible for procurement and allocation of organs & tissues.
- 2) He/She will coordinate for the same with Regional and State Level Networks and hospitals carrying out Transplantations, Registered Centres for Tissues and Retrieval Centres.
- 3) He/She will assist in implementing the National Organ Transplantation Programme at NOTTO.
- 4) To coordinate with NGOs, Health Partners, State Appropriate Authorities and other stakeholders.
- 5) Any other work assigned by the competent authority.

Age:

Up to 63 years

Remuneration:

The consolidated remuneration will be Rs. 60,000/- per month and remuneration will be increased by 5% every year after each completed year of service subject to grant of extension.

4) Coordinator, Tissue Bank—01 Post

Educational Qualification:

Graduate in Health Sciences/Post Graduate in Biological Sciences or equivalent.

Responsibilities/Job Description:

- 1) Coordinator shall be responsible for coordination of organ & tissue procurement, allocation, distribution and storage of tissue in the Tissue Banks.
- 2) He/She will also coordinate to mobilize Tissue Donation from cadavers in various institutions, home etc and their harvesting, processing & storage.
- 3) Coordinator shall be responsible to arrange the tissue which is required specific to the purpose.
- 4) He/She shall also be responsible to maintain the requisite data in this regard.
- 5) Any other work assigned by the competent authority.

Age:

Upto 63years

Remuneration:

The consolidated remuneration will be Rs. 60,000/- per month and remuneration will be increased by 5% every year after each completed year of service subject to grant of extension.

5) Consultant (IEC, Publication and Media)**TORs****Educational Qualification:-**

Post Graduate in Mass Communication/journalism with sufficient experience of handling Mass media division in a Govt. set up/Public Sector Undertaking.

Responsibilities/Job Description of Consultant (IEC)

Consultant (IEC, Publication and Media) would assist the Director and other officers on all aspects of creating awareness about the National Organ and Tissue Transplant Organisation amongst the general public. He/She will be responsible for developing and publishing IEC Material, publicity, advertisements for educating the general public through electronic, print media and by holding workshops/road shows. He/She will also be responsible for publishing report of IEC Activities and IEC Material etc.

Age

Upto 63 years

Remuneration:-

Consolidated remuneration will be Rs. 60,000/- per month. The contractual appointee will be governed by the terms & conditions and relevant rules of Government of India. Income tax will be deducted at source on monthly basis.

