Kurnool Medical College, Kurnool
Andhra Pradesh, India
Recruitment Notification details of the posts of
One Lab Technician Grade-II and One Data Entry Operator
Recruitment

Ref No.: 001736/KMC/NOHP/PCZ/2023   Date: 25.03.2023

Applications are invited from eligible candidates for filling up of the following posts through contract basis for one year to work under the programme of NOHP/PCZ in the Department of Microbiology, Kurnool Medical College, Kurnool-518003, Andhra Pradesh.
Application form is available in the **Website: www.kurnoolmedicalcollege.ac.in** & **www.kurnool.ap.gov.in.**

The filled-in application forms with all the necessary documents should be submitted either by speed post or register post or by hand **"To The Principal, Kurnool Medical College, , Kurnool-518003, Andhra Pradesh".**
A **Demand Draft of Rs. 500/- for Lab Technician Grade-II and Rs. 300/- for Data entry posts** (Non refundable) drawn in favour of **"Principal, CDS, Kurnool Medical College "** payable at Kurnool A.P., from any Nationalised scheduled bank should be submitted.
Last date for submission of applications:
*Incomplete application (not accompanied by relevant documents) or applications received after due date/time will be summarily rejected.

Particulars of the Posts :

S.No	Name of the post	Number
1.	Lab technician	01 post
2.	Data Entry Operator	01 post

Terms of Reference – Contractual Manpower at Sentinel Surveillance Sites under National One Health Programme for Prevention and Control of Zoonoses

1. **Name of the Position : Laboratory Technician***

   Number of Position   : 1

   Essential Qualifications/ Requirements:

   Graduate in Medical Laboratory Technology from a recognized University/Institute/ Hospital
   OR
   Diploma in Medical Laboratory Technology (MLT) with the course of at least 2 years duration from a recognized University.
   OR
   Diploma/Certificate in Medical Laboratory Technology (MLT) with the course of at least one year Duration from a recognized University.

Desirable:

- 1 Year experience for those of working in medical laboratory with diploma in MLT (2 year course) from recognized Central Government/State Government hospital/ Institute/Autonomous/Private Institute.

- 2 Years' experience in working in medical laboratory for those with diploma in MLT (1 year course) from a recognized Central Government/Delhi Government hospital/ Institute/Autonomous/Private Institute.

- 1 Year experience in a medical laboratory for Graduate in Science from a recognized Central Government/Delhi Government hospital/Institute/Autonomous/Private Institute.

- Candidates with work experience in "Quality assured Laboratory" shall be preferred.

Job Responsibilities and Duties:

1. Identification of eligible patients for inclusion in the sentinel surveillance in collaboration with treating physician.

2. History taking of eligible patients – After the patient's chart will be flagged for study inclusion, the laboratory technician will work with the designated clinicians to ensure proper enrolment of each eligible patient i.e. taking clinical, demographic and epidemiological details as per project's guidelines.

3. Ensure case enrolment – laboratory technician will work with the designated clinicians to ensure proper enrolment of each eligible patient.

4. Specimen collection and lab diagnosis – Appropriate Clinical samples as per protocol and the defined algorithm to be collected under supervision of treating physician.

5. Testing of clinical samples: Routine testing of clinical samples for various zoonotic diseases as per the standard operating procedures in practice at the health facility.

6. Assist in organizing training programmes under the programme.

7. Assist in the organization of technical meetings under the programme.

8. Assist in compilation of monthly reviews and periodic reports and plans under the project.

9. To participate in SLZC and DLZC along with Nodal Officer and assist in facilitation of the same.

10. Assist in completion of any other work assigned by Programme Division, DZDP, NCDC, New Delhi.

Remuneration: Consolidated Rs. 30,000/- (Thirty thousand only)

*The TOR are as per approved Operational Guidelines of National One Health Programme for Prevention and Control of Zoonoses.

* To be recruited as per standard institutional policy of the respective institute.

2. **Name of the Position** : Data Entry Operator*

Number of Position : 01

Essential Qualifications/Requirements:

Graduate with 1-year Diploma course in computer application with one year experience in the related field.

Job Responsibilities and Duties:
1. Data entry on IDSP/IHIP and other electronic database on real time basis that is preloaded on a designated project laptop/computer.
2. To analyze demographic, clinical and laboratory data captured by the project in terms of frequencies and proportions.
3. Provide assistance for data collection, compilation, reporting and analysis and other local action pertaining to the project.
4. Assist in organizing training programmes.
5. Assist in the organization of technical meetings.
6. Assist in compilation of monthly reviews and periodic reports and plans under the project.
7. To assist in completion of any other work assigned by Programme Division, DZDP, NCDC, New Delhi.
8. To identify clustering of cases or any other important findings from the laboratory data under the supervision of Nodal Officer and its timely dissemination of the same to State and District Surveillance Officer and Entomologist – Health Department, State and District Animal Husbandry Department and other relevant stakeholders.

Remuneration: Consolidated Rs. 20,000/- (Twenty thousand only)

RECRUITEMENT SCHEDULE:-

1.	Date of Notification	27.03.2023
2	Starting Date of Receipt of Application	28.03.2023
3	Last Date for Receipt of Application	04.04.2023
4	Display of Provisional Merit List	11.04.2093
5	Calling grievances if any in the Merit List	12.04.2023
6	Call Letters Dispatch through email/whatsapp	17.04.2023
7	Conducting tests and Interviews for LT & DEO	21.04.2023
8	Readressal of Grievances	24.04.2023
9	Publication of Selection List	28.04.2023
10	Issuing of appointment orders	01.05.2023
11	Last Date for Joining	08.05.2023

P. Sudee 25/5/23
Addl.DME/Principal
Kurnool Medical College,
Kurnool

24/3/2023

Professor & Head
Dept. of Microbiology
Kurnool Medical College,
KURNOOL

Kurnool Medical College, Kurnool, Andhra Pradesh
Application form for the Post of
<u>Laboratory Technician Grade-II &</u>
<u>Data Entry Operator Recruitment</u>
For Medical College Level in the Department of Microbiology - 2023

Name of the Post applied for _____

S.No	Particulars			Affix recent passport size Photograph Self attested
1	Full Name in Capital letters: Mr/Miss/Mrs/Dr.			
2	Father / Husband name			
3	Age / Gender	Age:	Gender:	
4	Address			
5	Aadhar number			
6	Contact number	Whats app Mobile number		
7	E mail address			
8	Date of Birth as per SSC marks card			
9	Marital status (Married/Single)			
11	Qualifications (Commencing from Matriculation or equivalent examinations)			

Name of the degree/ University	Subjects taken	Year of pass	No. of attempts	Class/Division	% of marks scored

12	Any additional qualifications
13	Particulars of employment or Work Experience in chronological order

Name of the employer & Address	Date of joining	Date of leaving	Nature of work performed	Salary last drawn

Declaration

i) I_____, Son of /Daughter of / Wife of _____,
resident of Village/Town/City_____ of District _____ State
_____hereby declare that all the information submitted by me in this application
form is correct , true and valid.

ii) I have informed my Head of office / Department in writing that I am applying for this post and
shall produce "No Objection" certificate at the time of interview.

Date :

Signature of the Candidate

Place :

For Office Use only :	
Checked by - Signature: Name : Department :	Verified by – Signature: Name: Department:
Principal Investigator State level VRDL KMC, Kurnool	Principal Kurnool medical College Kurnool, AP

Documents to be enclosed: Download and submit the given application form along with the
following self attested Xerox copies.

1. SSC or 10th class marks card / certificate (for proof of date of birth)
2. Degree certificates – for the degrees as applicable
3. Marks Card - as applicable
4. Aadhar card
5. Work experience certificates - cut off date 31.01.2022.
6. Research experience certificates - cut off date 31.01.2022.
7. Covid work experience from Govt. Covid RTPCR labs - - cut off date 31.01.2022.
8. One recent pass port sized photograph, to be pasted on application form.

CHECK LIST

S.No.	Enclosures	Submitted
1	SSC or 10th Class Marks Certificate	Yes/No
2	Degree Certificate – for the degree as applicable	Yes/No
3	Marks Card as applicable	Yes/No
4	Aadhar Card	Yes/No
5	Work Experience Certificate Cutoff date 31.01.2022	Yes/No
6	Covid Work Experience from Govt. Covid RTPCR Labs – Cut off 31.01.2022	Yes/No
7	One Recent Passport Sized Photograph, to be pasted on application form.	Yes/No
8	Demand Draft drawn in favor of Principal, KMCDS, Kurnool Medical College, Kurnool to be enclosed.	Yes/No
9	Study Certificates from Class IV to X	Yes/No

Signature of the Applicant

Govt. of. Andhra Pradesh
Kurnool Medical College, Kurnool, Andhra Pradesh
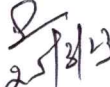**<u>Notification</u>**

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   Recruitment of Man power for the posts of 01 Lab Technician Grade-II and 01 Data Entry Operator to work under the programme of NOHP/PCZ in the Department of Microbiology, Kurnool Medical College, Kurnool-518003 on Contractual basis. For complete details visit Website**:** <u>www.kurnoolmedicalcollege.ac.in</u> & <u>www.kurnool.ap.gov.in</u>

                 Addl.DME/Principal,
               Kurnool medical College,
                   Kurnool; AP