



**TATA MEMORIAL CENTRE**  
**ADVANCED CENTRE FOR TREATMENT, RESEARCH AND**  
**EDUCATION IN CANCER (ACTREC),**  
Sector – 22, Kharghar, Navi Mumbai 410 210  
Tel. No. 91-22-27405000 Email : [recruitment@actrec.gov.in](mailto:recruitment@actrec.gov.in)  
Website: <https://actrec.gov.in>



No. ACTREC/ADVT-A-3/2020

7<sup>th</sup> July, 2020

**POSITIONS AVAILABLE**

The Tata Memorial Centre (TMC) is a Comprehensive Cancer Centre with a mission to achieve the highest standards in patients care, cancer prevention, cancer research and professional development for oncology and allied disciplines. TMC is an autonomous Grant-In-Aid Institute of the Department of Atomic Energy, Government of India. TMC is affiliated to Homi Bhabha National Institute (HBNI). The HBNI is a Deemed University of the Department of Atomic Energy with a mission to develop high quality postgraduate educational programs in science and technology including those related to Life and Health sciences. ACTREC, TMC invites applications from eligible candidates of Indian nationality who are keen to pursue a career in TMC. Full time positions in various departments available at ACTREC are listed below:

**1) SCIENTIFIC OFFICER 'D' (CENTRE FOR CANCER EPIDEMIOLOGY) (1 – UR)**

Level of Pay in the Pay Matrix	Level 11 (Pre-revised PB3, Rs.15600-39100+ GP 6600/-)
Initial Pay	Rs. 67700/- Level -11, Cell 1 + Applicable Allowances
Age : Upper Age Limit as on 07/08/2020	40 Yrs.
Qualification & Experience :	Post-graduate in Biology / BAMS / BHMS / BDS from a recognized University. P.G. Diploma in Clinical Research may be desirable.  Total 3 years experience in a Cancer Registry / Cancer hospital / Public Health Care. Experience in Managerial Level will be preferable.
LOCATION	<b>ACTREC, TATA MEMORIAL CENTRE, Kharghar, Navi Mumbai</b>

**2) SCIENTIFIC OFFICER 'D' (NUCLEAR MEDICINE) (RADIATION SAFETY OFFICER LEVEL III)  
(1 - UR)**

Level of Pay in the Pay Matrix	Level 11 (Pre-revised PB3, Rs.15600-39100+ GP 6600/-)
Initial Pay	Rs. 67700/- Level -11, Cell 1 + Allowances applicable
Age : Upper Age Limit as on 07/08/2020	40 Yrs.
Qualification & Experience :	M.Sc. plus D.M.R.I.T. / P.G.D.F.I.T. or M.Sc. Nuclear Medicine and passed the RSO exam of RPAD / AERB with previous experience in PET / CECT of one-year post qualification. A Minimum of 7 years of experience post PGDFIT / DMRIT / M.Sc. Nuclear Medicine is required. Certificate of RSO level III of Nuclear Medicine will be required for consideration of RSO level III Nuclear Medicine in Grade E and 7 years for Grade D.
LOCATION	<b>ACTREC, TATA MEMORIAL CENTRE, Kharghar, Navi Mumbai</b>

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**3) SCIENTIFIC OFFICER 'D' (NUCLEAR MEDICINE) (1 - UR)**

Level of Pay in the Pay Matrix	Level 11 (Pre-revised PB3, Rs.15600-39100+ GP 6600/-)
Initial Pay	Rs. 67700/- Level -11, Cell 1 + Allowances applicable
Age : Upper Age Limit as on 07/08/2020	40 Yrs.
Qualification & Experience :	M.Sc. plus D.M.R.I.T. / P.G.D.F.I.T. or M.Sc. Nuclear Medicine and passed the RSO exam of RPAD / AERB with previous experience in PET / CECT of one year post qualification. A Minimum of 7 years of experience post PGDFIT / DMRIT / M.Sc. Nuclear Medicine is required.
LOCATION	<b>ACTREC, TATA MEMORIAL CENTRE, Kharghar, Navi Mumbai</b>

**4) SCIENTIFIC OFFICER 'D' (RADIOPHARMACIST) - (1 - UR)**

Level of Pay in the Pay Matrix	Level 11 (Pre-revised PB3, Rs.15600-39100+ GP 6600/-)
Initial Pay	Rs. 67700/- Level -11, Cell 1 + Allowances applicable
Age : Upper Age Limit as on 07/08/2020	40 Yrs.
Qualification & Experience :	M.Sc. Chemistry/Biochemistry (with DMRIT / PGDFIT) or M.Sc. Nuclear Medicine with experience in Radiopharmaceutical formulation in a hospital radiopharmacy or similar facility; will be required to be considered as Radiopharmacists. Ph.D. holder will be preferred. Candidate should have passed the RSO examination conducted by RPAD / AERB. A minimum of 7 years experience is required post M.Sc. Chemistry/Biochemistry (with DMRIT / PGDFIT) or M.Sc. Nuclear Medicine.
LOCATION	<b>ACTREC, TATA MEMORIAL CENTRE, Kharghar, Navi Mumbai</b>

**5) SCIENTIFIC OFFICER 'D' (COMPUTATIONAL IMAGING) (1-UR)**

Level of Pay in the Pay Matrix	Level 11 (Pre-revised PB-3, Rs.15600-39100+ GP 6600/-)	
Initial Pay	Rs. 67,700/- Level 11, Cell 1	
Age : Upper Age Limit as on 07/08/2020	40 Years	
Qualification & Experience :	<b>Essential</b>	Ph.D. in Computer Science / IT / Electrical Engineering. Candidate should have minimum 3 years of hands-on DL programming experience in Python, Keras, pytorch, tensorflow and/or other DL frameworks.
	<b>Preferred</b>	Prior relevant experience of handling pathology WSI, radiology images and experience in processing these images using DL.
	<b>Desirable</b>	Experience in database handling including but not restricted to PHP, SQL, DB2, MySQL or MS SQL
	TMC has initiated multiple collaborative projects involving deep learning applications in healthcare, with emphasis on oncology. Some of poster projects include the Imaging Biobank for Cancer (DBT funded) and predicting response to therapy (DBT-CRUK seed grant recipient). Further, TMC is in the process of setting up a HPC with CPU (~130 TFLOPS) and GPU (~5 PFLOPS) nodes for supporting these projects. The selected candidate will be a faculty member with access to these resources and will be expected to work on existing projects and initiate new work in this domain as per interest, work with the medical staff to pursue research, create clinically relevant tools / algorithms for radiology and pathology image analysis, for prediction and prognostication, establish a training program in AI in Healthcare, including short-term and long-term training for engineering and medical students.	

**6) SCIENTIFIC OFFICER 'C' (NUCLEAR MEDICINE) (1 – UR)**

Level of Pay in the Pay Matrix	Level 10 (Pre-revised PB3, Rs.15600-39100+ GP 5400/-)
Initial Pay	Rs. 56100/- Level -10, Cell 1+ Allowances applicable
Age : Upper Age Limit as on 07/08/2020	35 Yrs.
Qualification & Experience :	M.Sc. plus D.M.R.I.T. / P.G.D.F.I.T. or M.Sc. Nuclear Medicine and passed the RSO exam of RPAD / AERB with previous experience in PET / CECT & hybrid imaging with one year post qualification.
<b>LOCATION</b>	<b>ACTREC, TATA MEMORIAL CENTRE, Kharghar, Navi Mumbai</b>

**7) SCIENTIFIC OFFICER 'C' (RADIOPHARMACIST) (1 – UR)**

Level of Pay in the Pay Matrix	Level 10 (Pre-revised PB3, Rs.15600-39100+ GP 5400/-)
Initial Pay	Rs. 56100/- Level -10, Cell 1 + Allowances Applicable
Age : Upper Age Limit as on 07/08/2020	35 Yrs.
Qualification & Experience :	M.Sc. Chemistry/Biochemistry (with DMRIT / PGDFIT) or M.Sc. Nuclear Medicine with experience in Radiopharmaceutical formulation in a hospital radiopharmacy or similar facility; will be required to be considered as Radiopharmacists. Ph.D. holder will be preferred. Candidate should have passed the RSO examination conducted by RPAD / AERB. A minimum of 1 year experience is required post M.Sc. Chemistry/Biochemistry (with DMRIT / PGDFIT) or M.Sc. Nuclear Medicine.
<b>LOCATION</b>	<b>ACTREC, TATA MEMORIAL CENTRE, Kharghar, Navi Mumbai</b>

**8) SCIENTIFIC OFFICER 'C' (NUCLEAR MEDICINE) (RADIATION SAFETY OFFICER LEVEL-II) (1 – UR)**

Level of Pay in the Pay Matrix	Level 10 (Pre-revised PB3, Rs.15600-39100+ GP 5400/-)
Initial Pay	Rs. 56100/- Level -10, Cell 1 + Allowances applicable
Age : Upper Age Limit as on 07/08/2020	35 Yrs.
Qualification & Experience :	M.Sc. plus D.M.R.I.T. / P.G.D.F.I.T. or M.Sc. Nuclear Medicine and passed the RSO exam of RPAD / AERB with previous experience in PET / CECT of one year post qualification. Certificate of RSO level II of Nuclear Medicine will be required for consideration of RSO level II Nuclear Medicine.
<b>LOCATION</b>	<b>ACTREC, TATA MEMORIAL CENTRE, Kharghar, Navi Mumbai</b>

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**9) SCIENTIFIC OFFICER 'C' (CLINICAL RESEARCH CO-ORDINATOR) (1 – UR)**

Level of Pay in the Pay Matrix	Level 10 (Pre-revised PB3, Rs.15600-39100+ GP 5400/-)
Initial Pay	Rs. 56100/- Level -10, Cell 1 + Allowances Applicable
Age : Upper Age Limit as on 07/08/2020	40 Yrs.
Qualification & Experience :	<p>M.Sc. / B.A.M.S. / B.H.M.S./or equivalent qualification. Degree / Diploma in Clinical Research is mandatory. Minimum 5 years of Clinical Research experience. Oncology experience preferred. Candidate should have experience of working on at least 5 clinical trials (Proof required).</p> <p>The candidate is expected to support researchers in ACTREC in the conduct of clinical trials and other clinical research. He / She is expected to have good knowledge of regulatory norms, GCP, ethical conduct, protocol writing, designing case record forms, designing informed consent forms, etc. Some knowledge of statistical software is desirable.</p>
LOCATION	<b>ACTREC, TATA MEMORIAL CENTRE, Kharghar, Navi Mumbai</b>

**10) OFFICER IN-CHARGE (DISPENSARY) (1 – UR)**

Level of Pay in the Pay Matrix	Level 10 (Pre-revised PB3, Rs.15600-39100+ GP 5400/-)
Initial Pay	Rs. 56100/- Level -10, Cell 1 + Allowances Applicable
Age : Upper Age Limit as on 07/08/2020	40 Yrs.
Qualification & Experience :	<p>Bachelor's degree in Pharmacy with State Pharmacy Council registration and Post-Graduate Degree / Diploma in Material Management / Business Administration from reputed institute.</p> <p>Candidate should have minimum 5 years experience post PG degree/diploma in a functioning dispensary of a minimum 300 bedded hospital OR 10 years experience post PG degree/diploma in a minimum 100 bedded hospital. Out of required experience minimum 2 years must be in senior position. OR MBBS from a recognized university with MCI registration and Post-Graduate Degree / Diploma in Material Management / Business Administration from reputed institute with minimum 4 years experience post PG Degree / Diploma out of which 2 years must be in minimum 300 bedded hospital</p> <p>The incumbent must have adequate knowledge of computerized operations, inventory management, well versed in FDA rules and procedures as per Drugs and Cosmetics Act. Candidate should be able to lead a team of Pharmacists for functions of Purchase, Stores, Sales &amp; Administration in a dispensary.</p>
LOCATION	<b>ACTREC, TATA MEMORIAL CENTRE, Kharghar, Navi Mumbai</b>

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**11) NURSE 'A' (FEMALE) (8 – UR, 8 - OBC, 4 - SC, 2 - ST, 5 - EWS, 1 - PWD)**

Level of Pay in the Pay Matrix	Level 7 (Pre-revised PB2, Rs.9300-34800 + GP 4600/-)
Initial Pay	Rs.44900 Level - 7, Cell 1 + Allowances applicable
Age : Upper Age Limit as on 07/08/2020	30 Yrs.
Qualification & Experience :	General Nursing & Midwifery plus Diploma in Oncology Nursing with 2 years clinical experience in a 50 bedded hospital OR Basic or Post Basic B.Sc.(Nursing) with 2 years clinical experience in minimum 50 bedded hospital. Candidates should be eligible to register with Indian Nursing Council / State Nursing Council. Candidates who have done Diploma in Nursing Oncology in TMC and served the entire bond period will be given relaxation in age by 5 years. Hepatitis Vaccination should be completed. Working pattern will be 6 days a week. General Nursing & Midwifery & Basic or Post Basic B.Sc. (Nursing) should be recognized by Indian Nursing Council / State Nursing Council.
LOCATION	ACTREC, TATA MEMORIAL CENTRE, Kharghar, Navi Mumbai

**12) NURSE 'A' (7 - UR, 5 - OBC, 4 - SC, 2 - ST, 3 - EWS)**

Level of Pay in the Pay Matrix	Level 7 (Pre-revised PB2, Rs.9300-34800+ GP 4600/-)
Initial Pay	Rs. 44900/- Level -7, Cell 1 + Allowances Applicable
Age : Upper Age Limit as on 07/08/2020	30 Yrs.
Qualification & Experience :	General Nursing & Midwifery plus Diploma in Oncology Nursing with 2 years clinical experience in a 50 bedded hospital OR Basic or Post Basic B.Sc.(Nursing) with 2 years clinical experience in minimum 50 bedded hospital. Candidates should be eligible to register with Indian Nursing Council / State Nursing Council. Candidates who have done Diploma in Nursing Oncology in TMC and served the entire bond period will be given relaxation in age by 5 years. Hepatitis Vaccination should be completed. Working pattern will be 6 days a week. General Nursing & Midwifery & Basic or Post Basic B.Sc. (Nursing) should be recognized by Indian Nursing Council / State Nursing Council.
LOCATION	ACTREC, TATA MEMORIAL CENTRE, Kharghar, Navi Mumbai

**13) JUNIOR ENGINEER (BIO-MEDICAL) ( 1 – UR)**

Level of Pay in the Pay Matrix	Level 7 (Pre-revised PB-1, Rs.9300-34800 + GP 4600/-)
Initial Pay	Rs.44900/- Level - 7, Cell 1 + Applicable allowances
Age : Upper Age Limit as on 07/08/2020	30 Yrs.
Qualification & Experience :	Degree in Bio-Medical Engineering approved by AICTE (10+2+4 pattern).  OR Diploma in Bio-Medical Engineering plus 3 years Degree in Biomedical Engineering.  Candidates should have 2 years or more experience in a hospital with hands on experience in Maintenance of Medical equipment. Candidate should be acquainted with NABH procedures. Experience will not include internship or training period.
LOCATION	ACTREC, TATA MEMORIAL CENTRE, Kharghar, Navi Mumbai

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**14) FOREMAN (CIVIL) (1 – OBC)**

Level of Pay in the Pay Matrix	Level 6 (Pre-revised PB2, Rs.9300-34800+ GP 4200/-)
Initial Pay	Rs. 35400/- Level -6, Cell 1 + Allowances Applicable
Age : Upper Age Limit as on 07/08/2020	35 Yrs.
Qualification & Experience :	SSC plus ITI (Plumbing) 02 years full time course from Govt. recognized Institute with 08 years post qualification experience <u>OR</u> ITI plus NCTVT with 07 years post qualification experience <u>OR</u> Diploma in Civil Engineering with 03 years post qualification experience in Construction / maintenance of Industrial / Commercial / Hospital Buildings.  ITI or NCTVT candidates shall have minimum 03 years post qualification experience as a Supervisor / Foreman category.
LOCATION	ACTREC, TATA MEMORIAL CENTRE, Kharghar, Navi Mumbai

**15) FOREMAN (ELECTRICAL) (1 – OBC, 1 – SC)**

Level of Pay in the Pay Matrix	Level 6 (Pre-revised PB2, Rs.9300-34800+ GP 4200/-)
Initial Pay	Rs. 35400/- Level -6, Cell 1 + Allowances Applicable
Age : Upper Age Limit as on 07/08/2020	35 Yrs.
Qualification & Experience :	SSC plus ITI (Electrical) 02 years full time course from Govt. recognized Institute with 08 years post qualification experience <u>OR</u> ITI plus NCTVT with 07 years experience <u>OR</u> Diploma in Electrical Engineering with 03 years post qualification experience. Candidate shall have working experience in Electrical maintenance works Industrial / Commercial / Hospital Organizations.  ITI or NCTVT candidates shall have minimum 03 years experience as a Supervisor / Foreman category.
LOCATION	ACTREC, TATA MEMORIAL CENTRE, Kharghar, Navi Mumbai

**16) FOREMAN (MECHANICAL) (2 – UR)**

Level of Pay in the Pay Matrix	Level 6 (Pre-revised PB2, Rs.9300-34800+ GP 4200/-)
Initial Pay	Rs. 35400/- Level -6, Cell 1 + Allowances Applicable
Age : Upper Age Limit as on 07/08/2020	35 Yrs.
Qualification & Experience :	SSC plus ITI (AC & R) 02 years full time course from Govt. recognized Institute with 08 years experience. <u>OR</u> ITI plus NCTVT with 07 years experience <u>OR</u> Diploma in Mechanical Engineering with 03 years experience. Candidate shall have working experience in Mechanical / AC & R maintenance works in Industrial / Commercial / Hospital Organizations.  ITI or NCTVT candidates shall have minimum 03 years experience as a Supervisor / Foreman category.
LOCATION	ACTREC, TATA MEMORIAL CENTRE, Kharghar, Navi Mumbai

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**17) SCIENTIFIC ASSISTANT 'B' (RADIATION ONCOLOGY) (6 – UR, 4 – OBC, 2 – SC, 1 – ST, 2 EWS)**

Level of Pay in the Pay Matrix	Level 6 (Pre-revised PB2, Rs.9300-34800+ GP 4200/-)
Initial Pay	Rs. 36400/- Level -6, Cell 1 + Allowances Applicable
Age : Upper Age Limit as on 07/08/2020	30 Yrs.
Qualification & Experience :	B.Sc. (Physics) with minimum 50% marks and Post Graduate Diploma In Radiotherapy Technology from recognised Institute/ University approved by AERB with minimum 1 year experience in modern Radiotherapy Technology OR B.Sc.(Radiotherapy Technology) – 3/4 years course from a recognized institute / university approved by AERB with 3 years experience in modern Radiotherapy Technology.
LOCATION	ACTREC, TATA MEMORIAL CENTRE, Kharghar, Navi Mumbai

**18) SCIENTIFIC ASSISTANT 'B' (RADIODIAGNOSIS) (2 – UR, 2 – OBC)**

Level of Pay in the Pay Matrix	Level 6 (Pre-revised PB2, Rs.9300-34800+ GP 4200/-)
Initial Pay	Rs. 35400/- Level -6, Cell 1 + Allowances applicable
Age : Upper Age Limit as on 07/08/2020	30 Yrs.
Qualification & Experience :	B.Sc. in Radiological Imaging Technology from a recognized University OR B.Sc. in any subject / B. Pharmacy with minimum two years Diploma in Medical Imaging Technology from State Board of Technical Education or any equivalent Diploma from a recognized Board / University. Candidates should have minimum 01 year Internship / experience from a large hospital with experience in CT and MRI.
LOCATION	ACTREC, TATA MEMORIAL CENTRE, Kharghar, Navi Mumbai

**19) SCIENTIFIC ASSISTANT 'B' (NUCLEAR MEDICINE) (3 – UR, 2 – OBC)**

Level of Pay in the Pay Matrix	Level 6 (Pre-revised PB2, Rs.9300-34800+ GP 4200/-)
Initial Pay	Rs.35400/- Level -6, Cell 1 + Allowances applicable
Age : Upper Age Limit as on 07/08/2020	30 Yrs.
Qualification & Experience :	B.Sc. + DMRIT / PGDFIT and passed the RSO exam of RPAD / AERB with minimum one year experience in PET / CECT and hybrid imaging. Candidates with M.Sc. Nuclear Medicine qualification can also apply.
LOCATION	ACTREC, TATA MEMORIAL CENTRE, Kharghar, Navi Mumbai

**20) SCIENTIFIC ASSISTANT 'B' (ANESTHESIA) (4 – UR, 1 – ST, 1 – EWS)**

Level of Pay in the Pay Matrix	Level 6 (Pre-revised PB2, Rs.9300-34800+ GP 4200/-)
Initial Pay	Rs. 35400/- Level -6, Cell 1 + Allowances applicable
Age : Upper Age Limit as on 07/08/2020	30 Yrs.
Qualification & Experience :	<p>B.Sc. with 50 % marks and one year certificate / Diploma course in ICU / OT Techniques / Respiratory therapy Techniques. One year work experience in ICU / OT Technician is desirable.</p> <p style="text-align: center;"><b>OR</b></p> <p>Bachelor degree in paramedical Technology – OT Techniques / bachelor degree in Respiratory Therapy / or Equivalent with minimum 50 % marks in bachelor degree. One year work experience in ICU / OT Technician is desirable.</p> <p style="text-align: center;"><b>OR</b></p> <p>B.Sc. with 50 % marks and one year work experience as ICU / OT Technician in a reputed Hospital is mandatory.</p>
LOCATION	ACTREC, TATA MEMORIAL CENTRE, Kharghar, Navi Mumbai

**21) SCIENTIFIC ASSISTANT 'B' (TRANSFUSION MEDICINE) (2 – UR, 1 – EWS)**

Level of Pay in the Pay Matrix	Level 6 (Pre-revised PB2, Rs.9300-34800+ GP 4200/-)
Initial Pay	Rs. 35400/- Level -6, Cell 1 + Allowances applicable
Age : Upper Age Limit as on 07/08/2020	30 Yrs.
Qualification & Experience :	<p>B.Sc. (Biochemistry / Chemistry / Botany / Zoology / Microbiology) with minimum 50% marks and degree or Diploma in Medical Laboratory Technology (M.L.T.) from a University recognized by Central/State Government and one year experience in a FDA licensed Blood Bank OR B.Sc. (MLT) with 50% marks and two years experience in a FDA licensed Blood Bank.</p>
LOCATION	ACTREC, TATA MEMORIAL CENTRE, Kharghar, Navi Mumbai

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**22) SCIENTIFIC ASSISTANT 'B' (SPECIALISED HEMATOPATHOLOGY) (2 – UR)**

Level of Pay in the Pay Matrix	Level 6 (Pre-revised PB2, Rs.9300-34800+ GP 4200/-)
Initial Pay	Rs. 35400/- Level -6, Cell 1 + Allowances applicable
Age : Upper Age Limit as on 07/08/2020	30 Yrs.
Qualification & Experience :	<p>B.Sc. in Biological Sciences including Biotechnology with 50% marks AND</p> <ul style="list-style-type: none"> <li>Degree or Diploma in Medical Laboratory Technology or equivalent with a minimum one year working experience in a busy Hematopathology Laboratory doing specialised techniques like Molecular techniques or Flow Cytometry OR</li> <li>M.Sc. in Biotechnology or equivalent from a Government recognized institute with minimum one year working experience in busy Haemato-pathology Laboratory doing Flow Cytometry or Molecular techniques.</li> </ul>
LOCATION	<b>ACTREC, TATA MEMORIAL CENTRE, Kharghar, Navi Mumbai</b>

**23) SCIENTIFIC ASSISTANT B (CANCER CYTOGENETICS LAB) (1 – UR)**

Level of Pay in the Pay Matrix	Level 6 (Pre-revised PB2, Rs.9300-34800+ GP 4200/-)
Initial Pay	Rs. 35400/- Level -6, Cell 1 + Allowances applicable
Age : Upper Age Limit as on 07/08/2020	30 Yrs.
Qualification & Experience :	<p>B.Sc. in Medical Laboratory Technology with 50% marks with 2 years experience OR B.Sc. in (Biochemistry / Chemistry / Botany / Zoology / Life Sciences) with 50% marks and Degree or Diploma in Medical Laboratory Technology from Government recognised Institute with 01 year experience in Medical Laboratory is essential.</p> <p>Preference will be given to candidates having experience in Cancer Cytogenetic Laboratory.</p>
LOCATION	<b>ACTREC, TATA MEMORIAL CENTRE, Kharghar, Navi Mumbai</b>

**24) SCIENTIFIC ASSISTANT B (BIOCHEMISTRY) (1 – UR, 1 – OBC)**

Level of Pay in the Pay Matrix	Level 6 (Pre-revised PB2, Rs.9300-34800+ GP 4200/-)
Initial Pay	Rs. 35400/- Level -6, Cell 1 + Allowances applicable
Age : Upper Age Limit as on 07/08/2020	30 Yrs.
Qualification & Experience :	<p>B.Sc. in Medical Laboratory Technology with 50% marks with 2 years experience or B.Sc. in (Biochemistry / Chemistry / Botany / Zoology / Life Sciences) with 50% marks and D.M.L.T. (Diploma in Medical Lab. Technology) from Government recognized Institute with 01 year experience in a Medical Laboratory. Candidate familiar with Biochemistry Auto Analyzers, Serum Protein Electrophoresis &amp; Immunofixation techniques will be given preferences.</p>
LOCATION	<b>ACTREC, TATA MEMORIAL CENTRE, Kharghar, Navi Mumbai</b>

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**25) SCIENTIFIC ASSISTANT B (MICROBIOLOGY) (1 – UR, 1 – OBC)**

Level of Pay in the Pay Matrix	Level 6 (Pre-revised PB2, Rs.9300-34800+ GP 4200/-)
Initial Pay	Rs. 35400/- Level -6, Cell 1 + Allowances applicable
Age : Upper Age Limit as on 07/08/2020	30 Yrs.
Qualification & Experience :	B.Sc. (Microbiology) with minimum 50% marks and Diploma in Medical Laboratory Technology (D.M.L.T.) from a University recognised by Central / State Government and one year experience in a institutional clinical Microbiology Department OR B.Sc. (MLT) with 50% marks and two years experience in a institutional clinical Microbiology Department.
LOCATION	<b>ACTREC, TATA MEMORIAL CENTRE, Kharghar, Navi Mumbai</b>

**26) SCIENTIFIC ASSISTANT 'B' (SURGICAL PATHOLOGY) (2 – UR, 1 – OBC)**

Level of Pay in the Pay Matrix	Level 6 (Pre-revised PB2, Rs.9300-34800+ GP 4200/-)
Initial Pay	Rs. 35400/- Level -6, Cell 1 + Allowances applicable
Age : Upper Age Limit as on 07/08/2020	30 Yrs.
Qualification & Experience :	B.Sc. (Botany / Zoology / Chemistry / Applied Biology / Biotechnology) with 50% marks and Degree or Diploma in Medical Laboratory Technology from a Government recognized Institute with minimum one year working experience in Surgical Pathology Laboratory / Cytopathology Laboratory OR B.Sc. (MLT) from a Government recognized Institute / University with minimum two-years working experience in Surgical Pathology Laboratory / Cytopathology Laboratory. Candidates should possess basic computer skills and good working knowledge of English.
LOCATION	<b>ACTREC, TATA MEMORIAL CENTRE, Kharghar, Navi Mumbai</b>

**27) SCIENTIFIC ASSISTANT 'B' (DENTAL & PROSTHETICS SURGERY HYGIENE) (1 – UR)**

Level of Pay in the Pay Matrix	Level 6 (Pre-revised PB2, Rs.9300-34800+ GP 4200/-)
Initial Pay	Rs. 35400/- Level -6, Cell 1 + Allowances applicable
Age : Upper Age Limit as on 07/08/2020	30 Yrs.
Qualification & Experience :	B.Sc. (any subject) from a recognized University with minimum 50% marks and Certificate / Diploma in Dental Hygiene course (2 years) from a dental college / institution recognized by the Dental Council of India with 01 year experience. Candidate should be registered under any State Dental Council or Dental Council of India, Delhi.
LOCATION	<b>ACTREC, TATA MEMORIAL CENTRE, Kharghar, Navi Mumbai</b>

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**28) SCIENTIFIC ASSISTANT 'B' (DENTAL & PROSTHETICS SURGERY MECHANIC) (1 – UR)**

Level of Pay in the Pay Matrix	Level 6 (Pre-revised PB2, Rs.9300-34800+ GP 4200/-)
Initial Pay	Rs. 35400/- Level -6, Cell 1 + Allowances applicable
Age : Upper Age Limit as on 07/08/2020	30 Yrs.
Qualification & Experience :	B.Sc. (any subject) from a recognized University with minimum 50% marks and Certificate / Diploma in Dental Mechanic course (2 years) from a dental college / institution recognized by the Dental Council of India with 01 year experience. Candidate should be registered under any State Dental Council or Dental Council of India, Delhi.
LOCATION	ACTREC, TATA MEMORIAL CENTRE, Kharghar, Navi Mumbai

**29) SCIENTIFIC ASSISTANT 'B' (BIO-MEDICAL) (2 – UR, 1 – OBC)**

Level of Pay in the Pay Matrix	Level 6 (Pre-revised PB2, Rs.9300-34800+ GP 4200/-)
Initial Pay	Rs. 35400/- Level -6, Cell 1 + Allowances applicable
Age : Upper Age Limit as on 07/08/2020	30 Yrs.
Qualification & Experience :	B.E. / B. Tech (Biomedical) with 3 years of experience in total of which one year in hospital setup. A candidate desirous to work independently for in-house repairs / maintenance / calibration activity shall be preferred.
LOCATION	ACTREC, TATA MEMORIAL CENTRE, Kharghar, Navi Mumbai

**30) SCIENTIFIC ASSISTANT 'B' (BIOMEDICAL WASTE) (1 – UR, 1 – SC)**

Level of Pay in the Pay Matrix	Level 6 (Pre-revised PB2, Rs.9300-34800+ GP 4200/-)
Initial Pay	Rs.35400/- Level -6, Cell 1 + Allowances applicable
Age : Upper Age Limit as on 07/08/2020	30 Yrs.
Qualification & Experience :	B.Sc. (in any stream) with 50% marks and 01 year experience in Biomedical Waste Management
LOCATION	ACTREC, TATA MEMORIAL CENTRE, Kharghar, Navi Mumbai

**31) SCIENTIFIC ASSISTANT 'B' (CSSD) (2 – UR, 2 – OBC)**

Level of Pay in the Pay Matrix	Level 6 (Pre-revised PB2, Rs.9300-34800+ GP 4200/-)
Initial Pay	Rs. 35400/- Level -6, Cell 1 + Allowances applicable
Age : Upper Age Limit as on 07/08/2020	30 Yrs.
Qualification & Experience :	B.Sc. with 50% marks from recognized university with minimum 2 years experience as CSSD Technician in a sterilization Dept. of a large Hospital / Institute. Candidates with higher qualification and experience will be preferred. Knowledge of surgical instrumentation is desirable.
LOCATION	ACTREC, TATA MEMORIAL CENTRE, Kharghar, Navi Mumbai



**32) SCIENTIFIC ASSISTANT B (INFORMATION TECHNOLOGY) (1 – UR)**

Level of Pay in the Pay Matrix	Level 6 (Pre-revised PB2, Rs.9300-34800+ GP 4200/-)
Initial Pay	Rs. 35400/- Level -6, Cell 1 + Allowances applicable
Age : Upper Age Limit as on 07/08/2020	30 Yrs.
Qualification & Experience :	B.Sc. / M.Sc. in I.T. / Computer Science with 50% marks from a Govt. recognized Board / University OR 3 years Government Diploma in computer hardware and networking with 50% marks. Preference will be given to the candidates having professional CCNA certification. Candidates should have minimum 3 years (for Graduate and post graduate candidate) or 7 years (for Diploma holders) of hands on work experience in configuration / Trouble shooting / maintaining large IT setup. Additionally, Administration of Windows server (ADS, DNS and IIS etc.), antivirus server and email server is essential. Experience in administration activity of AS400 server will be preferred. Candidate should be proficient in configuration and troubleshooting of various network equipment like L2 and L3 switches, routers. Wi-Fi networking components etc. Candidates should be conversant with network security. firewall, execution and configuration of hard and soft Video conferencing etc. Candidate having prior relevant experience of working in Healthcare industry will be preferred.
LOCATION	ACTREC, TATA MEMORIAL CENTRE, Kharghar, Navi Mumbai

**33) SCIENTIFIC ASSISTANT 'B' (PROGRAMMER) (2 – UR)**

Level of Pay in the Pay Matrix	Level 6 (Pre-revised PB2, Rs.9300-34800+ GP 4200/-)
Initial Pay	Rs. 35400/- Level -6, Cell 1 + Allowances applicable
Age : Upper Age Limit as on 07/08/2020	30 Yrs.
Qualification & Experience :	B.Sc. (I.T./Computer Science) OR B.C.A. with minimum 50% marks from a Govt. recognized university. Minimum 3 years programming experience in a Client/Server environment is mandatory. Candidate must have possessed hands-on experience of web application development and solid knowledge of different programming languages, including HTML/CSS, ASP/VB Script, JAVA, JAVA Script, SQL, C# and .Net and reporting tool like Crystal report. In-depth information of ASP.Net framework, SQL server as well as design or architectural patterns, including MVC. Proficient in designing and developing software/web application modules as well as executing, and testing to ensure it delivers expected results. Proficient in debugging programs to identify and remove errors, and optimizing existing software code to add more functionalities as and when necessary. Having the experience in developing Mobile apps on Android, IOS is advantageous. Candidates having prior relevant experience of working in Healthcare industry will be preferred
LOCATION	ACTREC, TATA MEMORIAL CENTRE, Kharghar, Navi Mumbai

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**34) SCIENTIFIC ASSISTANT B (TRANSPLANT IMMUNOLOGY & IMMUNOGENETICS LABORATORY  
(1 – UR)**

Level of Pay in the Pay Matrix	Level 6 (Pre-revised PB2, Rs.9300-34800+ GP 4200/-)
Initial Pay	Rs. 35400/- Level -6, Cell 1 + Allowances Applicable
Age : Upper Age Limit as on 07/08/2020	30 Yrs.
Qualification & Experience :	B.Sc. in Biological Sciences / Life Sciences with minimum 50% marks with one year experience in the molecular biology. Prior experience in HLA typing preferred.
	Preference will be given to candidates with M.Sc. (Life Science / Biotechnology / Biophysics)
<b>LOCATION</b>	<b>ACTREC, TATA MEMORIAL CENTRE, Kharghar, Navi Mumbai</b>

**35) ASSISTANT MEDICAL SOCIAL WORKER (1 – OBC, 1 – SC)**

Level of Pay in the Pay Matrix	Level 6 (Pre-revised PB2, Rs.9300-34800+ GP 4200/-)
Initial Pay	Rs. 35400/- Level -6, Cell 1 + Allowances applicable
Age : Upper Age Limit as on 07/08/2020	30 Yrs.
Qualification & Experience :	Post Graduate degree in Social Science (MSW) from a recognised university with minimum one year experience (after MSW) preferably in the field of Medical Social work.
<b>LOCATION</b>	<b>ACTREC, TATA MEMORIAL CENTRE, Kharghar, Navi Mumbai</b>

**36) ASSISTANT DIETICIAN (3 - UR)**

Level of Pay in the Pay Matrix	Level 6 (Pre-revised PB2, Rs.9300-34800+ GP 4200/-)
Initial Pay	Rs. 35400/- Level -6, Cell 1 + Allowances applicable
Age : Upper Age Limit as on 07/08/2020	30 Yrs.
Qualification & Experience :	Registered Dietician (RD) with M.Sc. (Food Science & Nutrition) OR M.Sc. (Clinical Nutrition & Dietetics) with minimum 01 year clinical experience (after P.G. Degree) in a hospital. Preference will be given to those having experience in Oncology Nutrition.
<b>LOCATION</b>	<b>ACTREC, TATA MEMORIAL CENTRE, Kharghar, Navi Mumbai</b>

**37) KITCHEN SUPERVISOR (1 – UR)**

Level of Pay in the Pay Matrix	Level 6 (Pre-revised PB2, Rs.9300-34800+ GP 4200/-)
Initial Pay	Rs. 35400/- Level -6, Cell 1 + Allowances applicable
Age : Upper Age Limit as on 07/08/2020	30 Yrs.
Qualification & Experience :	Degree / Diploma in Hotel Management and catering Technology with one year experience in a reputed Hospital or large Institutional Canteen.
<b>LOCATION</b>	<b>ACTREC, TATA MEMORIAL CENTRE, Kharghar, Navi Mumbai</b>

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**38) HOUSEKEEPING SUPERVISOR (1 – OBC)**

Level of Pay in the Pay Matrix	Level 6 (Pre-revised PB2, Rs.9300-34800+ GP 4200/-)
Initial Pay	Rs. 35400/- Level -6, Cell 1 + Allowances Applicable
Age : Upper Age Limit as on 07/08/2020	30 Yrs.
Qualification & Experience :	B.Sc. in Hotel Management with minimum 50% marks with one year experience in the relevant field.
<b>LOCATION</b>	<b>ACTREC, TATA MEMORIAL CENTRE, Kharghar, Navi Mumbai</b>

**39) CO-ORDINATOR 'B' (MEDICAL ADMINISTRATION) (1 – UR, 1 – OBC, 1 – SC)**

Level of Pay in the Pay Matrix	Level 6 (Pre-revised PB2, Rs.9300-34800+ GP 4200/-)
Initial Pay	Rs. 35400/- Level -6, Cell 1 + Allowances applicable
Age : Upper Age Limit as on 07/08/2020	30 Yrs.
Qualification & Experience :	B.Sc. in any subject with 50% marks and Post Graduate degree / Diploma (Minimum one year) in Personnel Management / Human Resources Management or equivalent from a recognized Institution and a Computer Course of minimum 03 months. Experience of 5 years in Medical-Administration in a Hospital is essential.
	This position requires a candidate to assist Medical / Scientific Officers in devising Scientific Programmes for Education & Training, Peer Review / Appraisal for Medical, Scientific & Technical / Nursing Officers; raising funds etc. They will also have to liaison with Government agencies for Medical-Legal cases, Funding Agencies such as CSIR, DBT, UGC etc.
<b>LOCATION</b>	<b>ACTREC, TATA MEMORIAL CENTRE, Kharghar, Navi Mumbai</b>

**40) CO-ORDINATOR 'B' (MEDICAL ACCOUNTS) (1 – UR, 1 – PWD)**

Level of Pay in the Pay Matrix	Level 6 (Pre-revised PB2, Rs.9300-34800+ GP 4200/-)
Initial Pay	Rs. 35400/- Level -6, Cell 1 + Allowances applicable
Age : Upper Age Limit as on 07/08/2020	30 Yrs.
Qualification & Experience :	B.Sc. (Mathematics) with 50% marks and Post Graduate degree / Diploma (Minimum one year) in Finance Management or equivalent from a recognized institution and a Computer Course of minimum 03 months. Experience of 05 years in Medical-Finance & Accounts in a Hospital is essential.
	This position requires a candidates to assist Medical / Scientific Officers and researchers in Project Audit, Budget, Maintaining Research / Trial Grants, Management of Funds for Workshop / Donation, Settlement of Claims, Compilation of project data for Audit and Annual Report. It is also desirable to have good working knowledge of computer software and well versed with hands on experience in computerized accounting system.
<b>LOCATION</b>	<b>ACTREC, TATA MEMORIAL CENTRE, Kharghar, Navi Mumbai</b>

**41) CO-ORDINATOR 'B' (MEDICAL PURCHASE / STORES) (1 – UR, 1 – OBC, 1 – SC)**

Level of Pay in the Pay Matrix	Level 6 (Pre-revised PB2, Rs.9300-34800+ GP 4200/-)
Initial Pay	Rs. 35400/- Level -6, Cell 1 + Allowances applicable
Age : Upper Age Limit as on 07/08/2020	30 Yrs.
Qualification & Experience :	B.Sc. in any subject with 50% marks and Post Graduate degree / Diploma (minimum one year) in Material Management / Supply Chain Management or equivalent from a recognized institution. Experience of 5 years in Medical-Purchase / Stores in a Hospital is essential. This position requires a candidate to assist Medical / Scientific Officers and Researchers in Technical Evaluation and Procurement of sophisticated equipments for Radiation Oncology, Radiodiagnosis, Operation Theaters and ICU. The candidate is also required to liaise with Customs for clearance / Import for storage-distribution of chemicals, drugs and research animals.

**42) PHARMACIST 'B' (1 – UR, 1 – OBC, 1 – ST, 1 – EWS)**

Level of Pay in the Pay Matrix	Level 5 (Pre-revised PB 1, Rs.5200-20200 + GP 2800/-)
Initial Pay	Rs. 29200 /- Level -5, Cell 1 + Allowances applicable
Age : Upper Age Limit as on 07/08/2020	30 Yrs.
Qualification & Experience :	B. Pharm with minimum 1 year experience OR D. Pharm with minimum 3 years working experience in Dispensary / Pharmacy of the Hospital having minimum 200 beds. Registration with State Pharmacy Council with duly allotted Registration Number is mandatory. Experience of working on computerized system desirable. Candidate should be prepared to work in shift duties, including night shift.
LOCATION	<b>ACTREC, TATA MEMORIAL CENTRE, Kharghar, Navi Mumbai</b>

**43) TECHNICIAN 'C' (CYTOGENETICS) (1 - OBC)**

Level of Pay in the Pay Matrix	Level 4 (Pre-revised PB-1, Rs.5200-20200 + GP 2400/-)
Initial Pay	Rs. 25500/- Level -4, Cell 1 + Allowances applicable
Age : Upper Age Limit as on 07/08/2020	30 Yrs.
Qualification & Experience :	H.S.C. plus CMLT from a recognized Institute. Candidate should have minimum 1 year experience in a diagnostic laboratory. Preference will be given to graduates and candidates with experience in Cytogenetics.
LOCATION	<b>ACTREC, TATA MEMORIAL CENTRE, Kharghar, Navi Mumbai</b>



**44) TECHNICIAN 'C' (COMPOSITE LAB) (1 - OBC)**

Level of Pay in the Pay Matrix	Level 4 (Pre-revised PB-1, Rs.5200-20200 + GP 2400/-)
Initial Pay	Rs. 25500/- Level -4, Cell 1 + Allowances applicable
Age : Upper Age Limit as on 07/08/2020	30 Yrs.
Qualification & Experience :	H.S.C. plus DMLT from a recognized Institute. Minimum 50% marks either in H.S.C. or DMLT. After H.S.C. and DMLT 1 year experience in Modern Diagnostic Lab. / Hospital is preferred.
<b>LOCATION</b>	<b>ACTREC, TATA MEMORIAL CENTRE, Kharghar, Navi Mumbai</b>

**45) NETWORKING TECHNICIAN 'C' (1 – OBC)**

Level of Pay in the Pay Matrix	Level 4 (Pre-revised PB1, Rs.5200-20200 + GP 2400/-)
Initial Pay	Rs.25500 Level 4, Cell 1 + Allowances applicable
Age : Upper Age Limit as on 07/08/2020	30 Yrs.
Qualification & Experience :	H.S.C. plus Diploma in Hardware and Networking (2 years after 12 <sup>th</sup> Std.) from the Government recognised institute with minimum 50% marks. Minimum 3 years of hands on work experience in configuration / trouble shooting / maintaining large IT network / infrastructure. The candidate should be well versed with cable laying, cable crimping with RJ45 and I/O and patch panel termination etc. Candidate should able to carry out the basic configuration of the switch and troubleshoot the routine Network issues.  Candidates having professional certification like CCNA & prior relevant experience of working in Healthcare Industry will be preferred.

**46) TECHNICIAN 'A' (CSSD) (1 – UR)**

Level of Pay in the Pay Matrix	Level 2 (Pre-revised PB-1, Rs.5200-20200 + GP 1900/-)
Initial Pay	Rs.19900/- Level -2, Cell 1 + Allowances Applicable
Age : Upper Age Limit as on 07/08/2020	27 Yrs.
Qualification & Experience :	S.S.C. / H.S.C. with minimum 50% marks in Science. Minimum two years experience as Technician in Central Sterile Service Department (CSSD) of a reputed hospital and should have hands on experience in sterilisation.
<b>LOCATION</b>	<b>ACTREC, TATA MEMORIAL CENTRE, Kharghar, Navi Mumbai</b>





Reservation for Persons With Disability and Economically Weaker Sections (EWS) will be applicable as per rules of Government of India.

Last date for online application is 07/08/2020 upto 5.30 p.m. & receiving hard copy of online applications within 7 days from last date of Online application i.e. 14/08/2020.

**It is mandatory to submit online application.** Candidates must submit documentary evidence in support of the details furnished in the Online Application Form regarding date of birth, qualification, experience, caste, disability certificate etc., failing which such applications will be treated as incomplete.

**GENERAL CONDITIONS:**

1. Age & experience will be reckoned as on the last date of online application.
2. Reservation of posts under various categories shall be applicable as per Govt. Rules.
3. For inquiry: Candidates may email to [recruitment@actrec.gov.in](mailto:recruitment@actrec.gov.in). No phone calls will be entertained.

4. **Age Relaxation:**

- (a) Upper age is relaxable for persons belonging to Reserved Categories such as SC/ST/OBC/PWD/ Ex-serviceman & other categories as per the instructions of Govt. of India as under.

05 years : SC / ST

03 years : OBC

10 years : PWD (additional 5 years in case of SC / ST & 3 years in case of OBC)

Ex-servicemen : length of service in Armed forces plus 3 years (additional relaxation in case of SC/ST/OBC as per the instructions of Govt. of India) (Ex-servicemen should submit their undertaking whether they have availed benefit of age relaxation as prescribed for Ex-Servicemen while securing another employment after retirement from Armed forces. If so, they are not eligible for such benefits.)

- (b) **Age relaxation maximum by 5 years for Departmental candidates, candidates with additional qualification and higher experience and candidates working in TMC on temporary basis/under project/on contract basis.**

5. **Application fee:**

- (a) Candidate shall pay the application fees of ₹ 300/- online by using Debit Card / Credit Card.
- (b) **SC/ST/Female Candidates / Persons with Disabilities / Ex-servicemen (1<sup>st</sup> time applying for civil post after serving any rank) are exempted from paying application fees.**
- (c) **The application fee paid will not be refunded under any circumstances.**

6. **Candidates may be offered a higher or lower grade than what is advertised based on their working experience, research work record and overall assessment at the time of interview and recommendation of the Selection Committee.**

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