



**Airports Authority of India**  
Corporate Headquarters, Rajiv Gandhi Bhawan  
New Delhi 110003

**NOTIFICATION FOR ENGAGEMENT OF MEDICAL CONSULTANT (NON-SPECIALIST DOCTOR) ON CONTRACTUAL BASIS AT AIRPORTS AUTHORITY OF INDIA, INA MEDICAL CENTRE, NEW DELHI**

Airports Authority of India, Corporate Headquarters invites applications from Doctors possessing the following qualifications, experience etc. for engagement of Medical Consultant (Non-Specialist Doctor) purely on temporary basis at INA Medical Centre, New Delhi. The period of engagement shall be for **one year** which may likely to be extended.

**1. Job Specifications & Qualifications**

<b>No. of Posts :</b>	02 (Two) Medical Consultant (Non-Specialist).
<b>Qualification :</b>	The Doctors having minimum qualification of MBBS or equivalent from the Recognized Universities as per Medical Council of India/Government of India norms shall be considered as Medical Consultant (Non-Specialist Doctor)
<b>Experience :</b>	Preference will be given to candidates having post-medical qualification experience of working in a government hospital/private hospital of Repute for at least 05 years.
<b>Age Limit :</b>	Maximum age limit is 70 years.
<b>Duration of Duty :</b>	Daily 06 hours of duty on all working days (Monday – Saturday) excluding Sundays and Gazetted Holidays.
<b>Honorarium :</b>	Rs. 3000/- (inclusive of conveyance and other incidental charges) per visit (duty of six hours per day). Rs. 500/- per hour for every additional hour shall be paid.
<b>Mode of Selection :</b>	Interview

Those fulfilling the above norms and willing to offer their service shall send their application in the prescribed format along with other documents duly signed through email at [medical-admn@aai.aero](mailto:medical-admn@aai.aero) on or before 30-11-2023 (1800 hrs). Subject line of the application shall be as **“Engagement of Medical Consultant at INA Medical Centre, New Delhi on Contract Basis”**. The applications received through any other mode and beyond the stipulated date shall not be entertained.

**ENGAGEMENT OF MEDICAL CONSULTANT (NON-SPECIALIST DOCTOR) AT AIRPORTS AUTHORITY OF INDIA, INA MEDICAL CENTRE, NEW DELHI**

The application in the prescribed proforma (**Annexure-I**) shall accompany the following documents:

- a) Self-attested Xerox copies of documents including Registration Certificate (Original documents required to be produced for verification at the time of interview/joining).
- b) One recent passport size photograph and proof of residential address.
- c) Acceptance of Remuneration, Terms and conditions of engagement and Termination of engagement. (**Annexure-II**)
- d) Acceptance of Charter of Duties and Responsibilities for Medical Consultant. (**Annexure-III**)
- e) Acceptance of Code of conduct for Medical consultant. (**Annexure-IV**)

**Application Form for Engagement of Medical Consultant (Non-Specialist Doctor) at  
AAI, INA Medical Centre, New Delhi**

- (i) Name in full (Sh./Smt./Ms.) : \_\_\_\_\_
- (ii) Father's Name/Spouse's Name : \_\_\_\_\_
- (iii) Date of Birth : \_\_\_\_\_
- (iv) Address for correspondence : \_\_\_\_\_
- (v) Mobile No. : \_\_\_\_\_
- (vi) Email id : \_\_\_\_\_
- (vii) Nationality : \_\_\_\_\_
- (viii) Educational Qualification : \_\_\_\_\_
- (ix) Professional qualification : \_\_\_\_\_

Sl. No.	Degree/ Diploma	Year of passing	University/Board	Registration No.

(x) Details of Experience (after Graduation):

Designation	Organization	From	To	Period	
				Years	Month

(xi) Any other achievement/information which applicant would like to bring into account in support of his/her application

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I hereby declare that the information and particulars given by me in this form are true and correct. I also note that if any of the above statements are incorrect or false or if any material information or particulars has been suppressed, my candidature shall deem to be null & void.

Place

(Signature of Applicant)

Date:

**Remuneration, Terms and Conditions of Engagement & Termination of Engagement**

Remuneration	Rs. 3000/- is (inclusive of conveyance and other incidental charges) per visit (duty of six hours per day). Rs. 500/- per hour for every additional hour shall be paid.
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**Terms and Conditions of Engagement**

- a) The period of engagement of Medical Consultant shall be for one year which may likely to be extended.
- b) The engagement of Medical Consultant is purely temporary. No claim shall lie for regular employment on that basis at any stage.
- c) The Medical Consultant shall perform daily 06-hour duty on all working days (Monday – Saturday) excluding Sundays and Gazetted Holidays.
- d) The Medical Consultant will not be entitled for any leave and any other benefits availed by the employees of AAI.
- e) Airports Authority of India will not undertake any liability for providing any other facility or any kind of compensation in lieu thereof.
- f) They will not be entitled to any benefit like Provident Fund, Benevolent Fund, Group Insurance or any other kind of compensation available to the employee of Airports Authority of India.
- g) There will be no other financial liability of part of Airports Authority of India.
- h) They will be under the administrative control of In-Charge of respective Medical Centre of AAI, INA Medical Centre, New Delhi as the case may be or as notified from time to time.
- i) They shall perform their duties as per the Charter of Duties & Responsibilities for Medical Consultant (Non-Specialist Doctor), as per Annexure-III.
- j) They shall also observe and comply with the given code of conduct for Medical Consultant (Non-Specialist Doctor), as per Annexure-IV.

**Signature & Name of Applicant**

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**Termination of Engagement**

1. The engagement is liable to be terminated in case –
  - a) Medical Consultant commits a breach of code of conduct or the terms and conditions of engagement accepted by him/her.
  - b) Commits anything which is detrimental to the interests of AAI.
2. The Competent Authority of AAI can terminate the contract any time without assigning any reason and decision of AAI in this regard will be final.
3. The Medical Consultant may terminate the engagement after giving one-month advance notice to the AAI.

I hereby accept the above remuneration, terms and conditions and terminations of engagement.

**Date:**

**Signature & Name of Applicant**

**Charter of Duties and responsibilities for Medical Consultant**

1. To attend OPD at AAI designated Medical Center as per prescribed duty hours.
2. To provide medical advice on all kinds of illness, prescribe medicine, administer injections perform dressings etc. to the AAI beneficiaries.
3. To provide treatment/consultation to medical emergency cases, if any brought to the Medical Centre during duty hours.
4. To do prophylactic inoculation/vaccination wherever required.
5. To issue certificates in support of leave on medical grounds wherever the leave/rest is prescribed.
6. Medical Consultant will not refer any AAI beneficiary to the outside empanelled hospitals of AAI for taking indoor medical treatment.
7. To provide expert opinion about the appropriateness/reasonability and the cost of the indoor medical treatment pertaining to various claims as and when the same is referred to Medical Consultant.
8. To provide professional opinion on medical issues referred to Medical Consultant by the Management of AAI.
9. AAI Authorized Medical Consultant (Non-Specialist) shall act as Medical In-charge for the psychoactive test of ATCOs.
10. Scrutiny of Medical bills submitted by AAI employees for verification of its genuineness and certification of their admissibility.
11. Any other works assigned by the Executive Director/ Head of Department

I hereby accept to the above Charter of Duties and Responsibilities for Medical Consultant:

**Date:**

**Signature & Name of Applicant**

**Code of conduct for Medical consultant**

1. The Medical Consultant shall observe, comply and obey the orders/instructions issued from time to time by the AAI Management.
2. The Medical Consultant shall serve the AAI honestly and faithfully and show courtesy and attention in all transactions.
3. The Medical Consultant shall make all endeavors to promote the health of AAI beneficiaries.
4. AAI shall not be a party to the dispute arising out of any medical negligence/lapse occurring during the treatment rendered by the Medical Consultant.
5. The Medical Consultant shall not solicit or accept any gift from any AAI employee/AAI Beneficiary.
6. The Medical Consultant shall not solicit or accept any gift, commission or bonus in consideration of or return for the referring or recommending AAI beneficiaries for treatment to outside medical agencies.
7. The Medical Consultant shall not outsource his/her services to any other Doctors.
8. Medical Consultant should abide by any law relating to intoxicating drugs and drinks enforced in the area.
9. No Medical Consultant shall indulge in any act of sexual harassment of any woman employee/beneficiary of AAI and shall be strictly abide by the law of the land and the rules/instructions issued by AAI from time to time.

I hereby accept and adhere to the above Code of Conduct.

**Date:**

**Signature & Name of Applicant**