Medical & Teaching Institution Hayatabad Medical Complex/ KGMC Peshawar and Its Constituents

VACANCIES ANNOUNCEMENT

Applications are invited for the following posts / vacancies at Medical & Teaching Institution Hayatabad Medical Complex / KGMC Hayatabad Peshawar and its constituents. Candidates from all over Pakistan are eligible to apply for the below-mentioned positions, subject to the following conditions:

S#	Nomenclature of Post	Employment status	Qualification/Experience
01	Manager IT/MIS	Contract, 03 years, Extendable	Qualification: MS-CS in computer science or 18-year education in computer science or information technology Experience: At least 07 Year experience in the field of oracle database base/programming related to hospitals. Worked in layer three networks, good knowledge of servers, database, application, domain, installation configuration, load balancing, have knowledge of IT procurement. Have good knowledge of ERP implementation. Preference will be given to have experience in MTI.
02	Manager Operation Theater	Contract, 03 years, Extendable	Qualification: MBBS or equivalent or Bachelor's degree in nursing, BS Surgical / Anesthesia /Intensive care from HEC recognized university/Institutions. a. Preference will be given to medical practitioners with a higher Diploma, such as a MCPS Surgery & allied or equivalent Experience: At least 05 years of experience including two years as OT supervisor/in-charge/ head in teaching/reputable hospital
03	Manager Biomedical Engineering	Contract, 03 years, Extendable	Qualification: BSC/ B E in Bio Medical Engineering/ Electronics/ Mechatronics/ Electrical registered with Pakistan Engineering Council. Experience: At least 06 Years' Experience in biomedical and electro medical with minimum 200 bed Hospital and including 1 Year Experience at manager/assistant manager level The Applicants must be fully conversant with all patient care and medical equipment in Operating Units, Intensive Care, Clinical labs, Therapeutic, and diagnostic and all other units related to Bio Medical. Hands on experience with providing preventive and corrective maintenance to medical care equipment.
04	Nursing Manager	Contractual, extendable 05 Years,	Qualification and Experience: a) MS Nursing degree from any recognized institution with 05 Years' Experience including 02 years as RN-III/Head Nurse or equivalent position. b) BSN or Post RN-BSN with MPH/MSPH/MHA or any other relevant Master Degree equivalence to 18 Years of Schooling with 06 Years' Experience including 02 years as RN-III/Head Nurse or equivalent position. c) Baccalaureate Degree in Nursing (i.e. BSN or Post RN BSN) with 07 Years' Experience including 02 years as RN-III/Head Nurse or equivalent position. d) Must have BLS/ACLS/PALS certification
05	Laundry Supervisor	Contract, 03 years, Extendable	Qualification: BS or equivalent degree from HEC recognized University/Institute registered with Pakistan Engineering Council (PEC). Or a) Bachelor degree with Associate Diploma in Mechanical/ Electronics engineering from recognized Board. b) At least 05 years' experience as Laundry Manager/Sterilization Assistant in a public/semi-autonomous /autonomous or private sector organization/ Hospitals. No Experience is required for candidate having BS degree in relevant subject.
06	Receptionist	Contract, 03 years, Extendable	Qualification: BS (Honors) degree in mass communication/English/ or relevant subjects from HEC recognized University/ institution. Experience: At least 01 years' experience working as receptionist in reputable public/private sector organization/institutions/hospital.
07	Incinerator Operator	Contract, 03 years, Extendable	Qualification: Associate diploma/Certificate in the relevant field from recognized board/institution. At least 02 years' experience as incinerator operator in a public/ semi-autonomous /autonomous or private sector organization.
08	Autoclave Operator	Contract, 03 years, Extendable	Qualification: Specialized Diploma in sterilization from recognized Board or institutions. At least 02 year relevant experience in reputable public/private sector organization/ institutions/hospital
09	Plumber	Contract, 03 years, Extendable	Qualification: Matriculation from any recognized Board OR Middle school education a) Preferably Literate. At least 01-03 years' experience as Plumber in a public/ semi- autonomous /autonomous or private sector organization or commercial firm
10	CCTV Camera Operator	Contract, 03 years, Extendable	a) SSC from recognized institute. Minimum 03 years' CCTV maintenance & troubleshooting experience.
11	Security Guard	Contract, 03 years, Extendable	a) Retired Sepoy /Naik / Havildar from Pakistan Armed Forces. b) Preference to local candidates. OR a) SSC from recognized board. b) 02 years' relevant security experience preferred.

TERMS & CONDITIONS:

1. Application Forms are available on HMC website i.e.; http://www.hmckp.gov.pk/downloads.php and will be submitted to the HR Department MTI-HMC, Peshawar along-with Bank Draft / Payment Order in favor of Hospital Director-MTI-HMC or through direct deposit in Bank of Khyber, HMC Branch, Receipt Account, Branch Code 5185, A/C Number# PLS-3002107103. as per the payment details given below:

Description	Payment
S.No.01-05	1000/-Rs(Non-Refundable)
S.No.06-11	500/-Rs(Non-Refundable)

2. Applications accompanied with complete bio-data and academic/experience / domicile certificates along with 02 recent photographs and CNIC photocopy duly attested must be submitted within (15 days) of the publication of this advertisement on the prescribed application form.
3. The employees will be allocated /Placed as per the Institutional Pay Scale (IPS) at MTI-HMC and affiliates institutes.
4. The applications duly completed with supported attested documents should reach personally or through registered couriers service on or before due date of closing. In case if the documents reach after due date by the courier even if the Bank draft/ payment is done within due date will not be entertained.
5. Only shortlisted candidates will be called for interview. Short listing will be done by their pre-interview marks.
6. The services of the incumbent will be governed, under the Khyber Pakhtunkhwa Medical & Teaching Institutions Reform Act 2015, relevant rules and regulations amended from time to time.
7. Civil servants are eligible only if the, non-civil servant candidates are not available provided that their salary comes from their civil servant post.
8. Preference will be given to Non-civil servant applicants.
9. If the closing date fixed for the receipt of application form falls on an official holiday, the next working day shall be considered as the closing date.
10. An application after the closing time and date shall stand rejected.
11. Experience marks will be given to only those candidates who have experience in relevant subject/field.
12. Any candidate may be disqualified or excluded from interview if he/ she were:
    a. Convicted by the court of law.
    b. Dismissed from public service.
    c. Knowingly furnishes any false information.
    d. Suppresses any information which may lead to his/her disqualification.
    e. Attempts to obtain support for his/her (candidature by improper means).
    f. Submits forged certificates.
    g. Tempers with the entries in his/her age and academic certificates.
    h. Misbehaves in the interview.
13. Original documents should be produced at the time of interview.
14. The competent authority has the power to cancel the post as per requirement of MTI-HMC.
15. No TA/DA is allowed for Test/Interview.

MTI-HMC is equal opportunity employer.

INF(P) 5195/26

HOSPITAL: DIRECTOR & DIRECTOR NURSING

Medical Teaching Institution Hayatabad Medical Complex, Peshawar