

पंजाब एंड सिंध बैंक
(भारत सरकार का उपक्रम)
अंचल पंचकुला
SCO-76, प्रथम एवं द्वितीय तल,
पंचकुला, हरियाणा -134109
दूरभाष : 0172-5086910
ईमेल - : zo.panchkula@psb.co.in

ੴ ਸ੍ਰੀ ਵਾਹਿਗੁਰੂ ਜੀ ਕੀ ਫ਼ਤਹਿ



PUNJAB & SIND BANK
(A Government Of India Undertaking)
ZONE PANCHKULA.
SCO-76, 1ST and 2nd Floor,
Panchkula, Haryana- 134109
Phone: 0172-5086910
E-mail: zo.panchkula@psb.co.in

ZOPKL/HRD/EMP/2024-25

Date :January 29, 2025

Reg:- Advertisement for inviting the applications for the engagement of Medical Consultant on contractual basis at Zonal Office, Panchkula

Bank invites application for engagement of Medical consultant on contractual basis for 2 years for its branches/offices falling under Zone Panchkula.

Interested candidates may obtain the prescribed format for engagement of Medical consultant on contractual basis from Punjab & Sind Bank's Zonal Office Panchkula, SCO-76, 1st and 2nd Floor, Panchkula, Haryana-134109 from 30.01.2025(between 10.00 AM to 5 PM from Monday to Friday and on 1st, 3rd and 5th Saturday) upto 20.02.2025 till 5.00 pm or may download the same from Bank's website <https://punjabandsindbank.co.in>.

Interested candidates may send their application form in attached format as at Annex-B along with self-attested copies of PAN/AADHAR, educational qualification & experience certificates etc by Ordinary /Speed post so as to reach us on or before 20.02.2025 super scribing the envelope "Application for engagement of Medical consultant on contractual basis at Punjab & Sind Bank, Zonal Office Panchkula, addressed to:-

The Zonal Manager

Punjab & Sind Bank
Zonal Office Panchkula,
SCO-76, 1st and 2nd Floor,
Panchkula, Haryana-134109

Contact: 0172-5086910, Email: zo.panchkula@psb.co.in

Sh. Ravinder Kumar (Asstt. Gen Manager)- 9872730830, ravinder.kumar@psb.co.in
Ms. Yashika (Manager)-8585955468, yashika.kalota@psb.co.in

The last date of submission of completed application form in sealed cover is 20.02.2025 up to 5.00 PM. The application forms received will be opened on next working day i.e. 21.02.2025.

The date and time of interview will be communicated to only shortlisted candidates by way of email and telephonic communication.

The bank reserves the right to cancel the empanelment process at any point of time without assigning any reason or notice whatsoever.


ZONAL MANAGER




**ENGAGEMENT OF BANK'S MEDICAL CONSULTANT AT ZONAL OFFICE
PANCHKULA ON CONTRACTUAL BASIS**

Sr.No.	Particulars	Terms & Conditions
1	Basic Qualification	<p>a. M.D. in general medicine recognized by Medical Council of India) with atleast 05 years of experience after passing M.D.</p> <p align="center">OR</p> <p>b. M.B.B.S/ BHMS having atleast 07 years of experience after passing M.B.B.S/ BHMS as a registered Medical Practitioner.</p> <ul style="list-style-type: none"> Bank will give preference to Doctors having qualification M.D. in General Medicine but in case Doctor of M.D. qualification is not available for engagement as required, Bank may engage the Doctor with basic qualification of M.B.B.S/ BHMS and having 07 years of experience after passing M.B.B.S/ BHMS, if found suitable. Doctor empanelled with PSU/ Banks at present/ previously will be given preference by the Bank.
2	Working Hours & Days	08 hours per week (Visiting days to be decided as per convenience of staff)
3	Period of Contract	Initially the period of contract shall be for two years. The performance of the Medical Consultant will be reviewed by Bank before expiry of the contract period and same can be extended by two years after each such term if found satisfactory.
4	Termination of Contract	The contract is terminable with two months' notice from either side.
5	Remuneration	Rs. 800/- per hour (8 hours per week)
6	Procedure for Selection	<ul style="list-style-type: none"> Applications received will be scrutinized by Bank. Shortlisted candidates will be called for an interview by email. Based on the interview, final selection will be done for engagement to the post of Medical Consultant on contractual basis. Engagement letter will be sent to the selected candidate by email. <p>If selected candidate refuses or does not accept the offer of engagement within stipulated timeline, next candidate from waiting list as per interview marks (in highest to lowest order) would be offered the engagement and like-wise.</p>
7	Job Role	<p>a. Free Medical advice/consultation to be provided to bank staff and their family members in the prescribed hours.</p> <p>b. Scrutinization of medical/hospitalization/ex-gratia medical bills submitted by staff through concerned Bank authorities and certify about their correctness</p>





		<p>and countersign them to be admissible for reimbursement.</p> <p>c. Opinion/ advice to be provided in special cases like sanctioning of sick/ extra ordinary leave, transfer cases on medical grounds etc.</p> <p>d. Medical checkup of new recruits on request of the Bank.</p> <p>e. Information/ assistance to be provided as and when required by Bank in connection with medical cases.</p> <p>f. Prescribe medicines and suggest other routine medical related treatment to Bank's staff at Zonal Office and in case of medical emergency from residence or clinic.</p> <p>g. Any other task given by the Bank or assistance required by the Bank and its employees, etc.</p>
8	Other Conditions	<p>a. Medical Consultant will have to make arrangement of a suitable substitute at his/her own cost acceptable to the Bank in case of continuous absence for more than two days.</p> <p>b. Medical Consultant shall not be eligible for any benefit as available to Part-Time/ Full-Time employees of the Bank i.e. they will not be eligible for leave, leave fare concession, Provident Fund, Gratuity or any other terminal benefit, Bonus, Reimbursement of Medical expenses, Brief case, Newspaper etc.</p> <p>c. The engagement under the contract is temporary. No claim shall be made for regular employment on that basis at any stage or for pay and perks payable to regular employees.</p> <p>d. The Bank reserves the right to alter the duty hours and location at its discretion in case it becomes expedient to suit administrative and operative requirements.</p> <p>e. Any dispute arising on account of the contract shall be subject to the jurisdiction of the Courts of the respective state/place where Zonal Office is located.</p> <p>f. Medical Consultant shall maintain the strictest secrecy regarding the Bank's affairs and the affairs of its constituents and shall not divulge, directly or indirectly, any information of a confidential nature either to a member of the public or of the Bank's Staff, unless compelled to do so by judicial or other authority, or unless instructed to do so by a superior officer in the discharge of his duties.</p> <p>g. Medical Consultant shall serve the Bank honestly and faithfully and shall use his/ her utmost endeavour to promote the interests of the Bank and shall show courtesy and attention in all</p>



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ਪੰਜ ਸਿੰਧ ਬੈਂਕ ਨੂੰ ਵੀ ਫ਼ਤਵਾ



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		<p>transactions.</p> <p>h. Medical Consultant shall not indulge in any act of sexual harassment of any individual at workplace.</p> <p>i. The contract is liable to be terminated if the Medical Consultant is arrested for debt or on a criminal charge or is detained in pursuance of any process of law.</p> <p>j. The Bank reserves the right to raise the minimum eligibility standards etc. in order to limit the number of candidates to be called for interview. The decision of the Bank in this regard shall be final. The Bank will not entertain any correspondence with the applicants who have not been called for the interview.</p>
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Candidates are advised to thoroughly read this advertisement and satisfy themselves about their eligibility before submitting the application.

Interested candidates may send the application in the attached format as at Annex-I along with self-attested copies of PAN/AADHAR, Registration certificate, educational qualification & experience certificates etc by Ordinary/Speed post so as to **reach us on or before 20.02.2025** super scribing the envelope "**Application for engagement of Medical Consultant on contractual basis at Punjab & Sind Bank, Zonal Office Panchkula.**" addressed to :-

The Zonal Manager,
Punjab & Sind Bank,
Zonal Office Panchkula
SCO-76, 1st and 2nd Floor
Panchkula
Haryana-134109



APPLICATION FORM
(Annex-I)

Engagement of Medical Consultant on contractual basis at Punjab & Sind Bank,
Zonal Office Panchkula

Fix recent passport
Size photograph
Self-attested

1. Name in full: Shri/Smt./Kum. _____

(To be given in block letter, Surname to be stated first)

2. Father/Husband's Name: _____

3. (a) Address:

Residence	Institute / Firm where presently working

(b) Phone No.: _____

Mobile No. _____

E-mail ID: _____

4. Date of Birth (DD/MM/YYYY): _____

5. Place of birth and domicile: _____

6. Nationality: _____

7. Educational Qualifications:

(Indicate Degree obtained, in the order of highest to least)

Degree	University / Board	Year of Passing	Class / Rank

8. Details of Experience

(Experience after graduation should only be stated)

Experience	From	To	Period	
			Year/s	Month/s

9. Any other factors which the Applicant would like to bring into account for considering his/her Application

10. Registration No:

I hereby declare that all the information and particulars given by me in this application form are true, complete & and correct to the best of my knowledge and belief. I understand that if at any stage, it is found that any information given in the application is incorrect or false or if any material information or particulars have been suppressed or omitted therefrom or

that I do not satisfy the eligibility criteria according to the Bank, my candidature / engagement / appointment is liable to be cancelled / terminated without notice or compensation in lieu thereof. I have read and understood the stipulations given in the advertisement and hereby undertake to abide by them.

Place:

Date:

(Signature of the applicant)

INSTRUCTIONS

1. All the details in this form must be filled by the applicant.
2. Applications which do not contain the full particulars called for are liable to be rejected.
3. Self-Attested copies of certificates regarding age, educational qualifications, registration certificate, experience, etc. should accompany the application.
4. If the candidate is working for any institution/hospital, the details thereof and working hours therein should also be indicated.