

चित्तरंजन राष्ट्रीय कैंसर संस्थान

CHITTARANJAN NATIONAL CANCER INSTITUTE

(स्वास्थ्य और परिवार कल्याण मंत्रालय के तहत एक स्वायत्त संस्थान, भारत सरकार)

(An Autonomous Institute under Ministry of Health and Family Welfare, Govt. of India)

प्रथम कैंपस - 37, एस. पी. मुखर्जी रोड, कोलकाता - 700 026/1st Campus – 37, S. P. Mukherjee Road, Kolkata - 700 026

द्वितीय कैंपस - स्ट्रीट नंबर 299, प्लॉट नंबर डीजे - 01, परिसर नंबर 02-0321, एक्शन एरिया 1डी, न्यू टाउन, कोलकाता - 700160

2nd Campus - Street No.299, Plot No. DJ – 01, Premises No. 02-0321, Action Area 1D, New Town, Kolkata – 700160

Phone: 033-2324-5015, Email: cncinstkol@gmail.com, Website: cnci.ac.in



Advertisement No: CNCI/Outsourcing/01/2025, Date: 26.06.2025

Chittaranjan National Cancer Institute, Kolkata is an Autonomous Body under Ministry of Health and Family Welfare, Govt. of India. CNCI desires to recruit persons for CONTRACTUAL POSTS through OUTSOURCING AGENCY as detailed below. CNCI is looking for candidates, who exhibit a high level of achievement and sense of responsibility. Applications are invited from eligible Indian Nationals for Recruitment for the following positions on **contractual basis to be hired through Manpower Outsourcing Agency- (M/s. Debayan Konar).**

Post Code	Position	No. of Vacancy	Discipline/ Department	Max. age (in years)	Remuneration	Remarks
01	BMS Operator	03	Maintenance	35	22568/-	Rs. 868/- per day as per prevailing Central Govt. Minimum Wages. (Semi-Skilled)
02	STP/WTP Operator	05		35	22568/-	
03	HVAC Assistant	02		35	22568/-	
04	Store Keeper	01		35	22568/-	
05	Multi-Tasking Staff	02	Patient Shelter	35	20358/-	Rs. 783/- per day as per prevailing Central Govt. Minimum Wages. (Un-Skilled)
06	Medical Record Assistant	01	Medical Record	35	25000-31000	Consolidated pay
07	Bio Bank Technician	02	Laboratory	35	25000-31000	Consolidated pay

Date & time of commencement of Applications	26.06.2025 from 10:00 AM
Last date & time of Applications	10.07.2025 up to 05:00 PM

Note: 1. Relaxation of Age equivalent to the years of experience after essential criteria will be given to the candidates having higher experience.

2. The remuneration for the post code **06 and 07** will be decided at the time of interview based on the experience and performance of candidate in the interview.

3. The wages for the post code **01 to 05** are based on VDA Rates as per the Order of the Chief Labour Commissioner w.e.f 01.10.2024.

Annexure – I

Code	Position	Qualification	Experience
01	BMS Operator	10 th / 12 th passed from a recognized board with OR ITI passed in relevant trade.	05 years of experience after 10 th / 12 th in operating BMS with HVAC System OR 03 Years of experience in operating BMS with HVAC System after ITI
02	STP/WTP Operator	10 th / 12 th passed from a recognized board with OR ITI passed in relevant trade.	03 years of experience after 10 th / 12 th in the relevant field OR 02 Years of experience in the relevant field after ITI
03	HVAC Assistant	10 th / 12 th passed from a recognized board with OR ITI passed in relevant trade.	05 years of experience after 10 th / 12 th in operating HVAC System OR 03 Years of experience in operating HVAC System after ITI
04	Store Keeper	Graduate from a recognized Institute/University	03 years of experience in engineering/maintenance store of established center. Desirable: Diploma in Material Management.
05	Multi-Tasking Staff	Graduate from a recognized Institute/University	01 Year experience in working in a Dharamsala, Patient Shelter or hotel reception.
06	Medical Record Assistant	Graduate from a recognized Institute/University with certificate in computer application.	01 Year experience in working in Medical Records Department of a Cancer Hospital. Desirable: Candidates with typing knowledge will be preferred.
07	Bio-Bank Technician	Master of Science (M. Sc) in Clinical Laboratory Science Or M.Sc in Medical Laboratory Technology (MLT) Or M.Sc in Clinical Research Or M.Sc in Clinical Microbiology	Desirable: Ph.D in relevant field. Candidates having experience in Patient consent taking, Patient Clinical and epidemiological data collection, Human sample handling and storage, Cell count in hemacytometer and image capture, DNA and RNA isolation from fresh tissue, FFPE etc. will be preferred.

General Instruction and Terms & Conditions

1. Eligibility, Age, Qualification & Experience

- a) All qualifications acquired must be recognized in law.
- b) Qualifications and experience of candidates must be relevant to the position applied for.
- c) Age and experience requirements shall be reckoned as on the closing date of the advertisement.
- d) Mere fulfillment of qualifications and experience does not entitle a candidate to be short-listed. The Institute reserves the right to restrict the candidates to be called for the selection process to a reasonable number based on relevant criteria, higher than the minimum prescribed.
- e) The Institute reserves the right to act and take decisions as deemed fit, in all matters relating to (i) eligibility; (ii) acceptance or rejection of the application; (iii) incomplete or incorrect information (if any) furnished by the applicant; (iv) short listing and selection; No request or correspondence of any kind in this regard would be entertained.
- f) Also the Institute reserves the right to terminate the engagement of the selected candidate through the outsourcing agency without citing any reasons whatsoever and no claim in this regard would lie against the Institute. In no case, the candidates would have any claim for regular employment at the Institute. They would be on board through the outsourcing agency only.
- g) No vigilance or disciplinary case should have been contemplated, initiated, pending, or taken against the candidate as on the date of submitting the applications. Such candidates would be ineligible and hence should not apply. If such a development arises after the candidate submits the application, the Institute must be promptly notified.
- h) The candidates should not have faced any action by any law enforcement agency and should not have been convicted by any Court of Law, either in India or abroad.

2. Vacancies and Positions:

- a) The Institute reserves the right not to fill any, some or all the advertised positions; or cancel the advertisement in whole or in part, without assigning any reason and without incurring any liability. The Institute also reserves the right to extend the closing date for receipt of applications; restrict, enlarge, modify, or alter the requirements or recruitment process in whole or part, if such need arises, without issuing any further notice or assigning any reason thereof.

- b) **Duration of engagement:** Based on the requirements of the Institute as communicated to the Manpower Outsourcing Agency.

The engagement may be initially for up to one year at a time. At the end of the initial engagement or subsequent extension, the Institute will make an assessment and take the decision about an extension, if required. This institute will devise its own assessment procedure for extension based on the contribution of the selected candidate and requirements of the Institute.

3. Disqualification:

- a) If a candidate is found ineligible at any stage of recruitment process, he/she will be disqualified, his/her candidature will be canceled and if selected, the engagement may be withdrawn forthwith without any compensation and with no liability for the Institute, whatsoever. Suppressing any information (in whole or part) or submitting false or misleading information (in whole or part) may lead to similar penal action at any stage of recruitment.
- b) Issuance of letter or any communication for attending the selection process will not confer any right of engagement with the Institute.
- c) In case of any inadvertent error in the process of selection which may be detected at any stage even after the engagement of the selected candidates, the Institute reserves the right to withdraw, cancel, or modify any communication, made to the candidate, without incurring any liability whatsoever.
- d) Canvassing in any form will be a disqualification.

4 Other Terms & Conditions:

- a) Pay: Salary would be paid through the Outsourcing Agency. PF, ESIC and other Statutory benefits will also be paid, as applicable.
- b) All recruitment shall be done on the recommendations of duly constituted Screening Committee and the Selection Committees. The Director, CNCI would be the Competent Authority to finalize the engagement of the applicant.
- c) In all matters of recruitment such as screening, shortlisting, selection etc., the decision of the Competent Authority of the Institute shall be final and binding.
- d) Applicants called for further selection process shall not be entitled for payment of any TA/DA.
- e) Disputes (if any) shall be subject to the jurisdiction of competent courts of Kolkata.

5 How to Apply

- a) Interested candidates are invited to apply offline in the prescribed format and the duly filled application form should reach to the below mentioned address latest by **10.07.2025 (05:00 PM)**. **The application form may also be sent through email @ recruitment.cncik@gmail.com.**

Address: Office of the Director, Chittaranjan National Cancer Institute, Street No-299, DJ Block, Action Area-1D, Newtown, Kolkata-700160.

- b) Candidates are advised to visit the website of CNCI, Kolkata (www.cnci.ac.in) regularly for updates. Amendments, corrigendum, addendum (if any), will be placed on the Institute website only.
- c) The Institute will communicate only with short-listed and selected candidates. It is explicitly made clear that no correspondence, whatsoever, shall be entertained from applicants not shortlisted for further selection process or not selected for appointment.
- d) Incomplete applications will summarily be rejected and no interim queries will be entertained in this regard.

CNCI, Kolkata

Application for the Post of _____ Post Code _____
vide Advt. No. Advertisement No: CNCI/Outsourcing/01/2025, Date: 26.06.2025.

To
M/s. Debayan Konar
Durgapur, West-Bengal

Sub: Application for the post of _____ at Chittaranjan National
Cancer Institute, Kolkata.

1.	Name of the Candidate (in BLOCK CAPITAL)			
2.	Father's / Husband's Name			
3.	Address for communication			
4.	Contact Information	Mobile: Email:		
5.	Date of Birth			
6.	Gender (Male/Female/Others)			
7.	Category (UR/OBC/ST/ST)			
8.	Academic qualifications *			
Sl. No.	Qualification	Year of passing	University / Institute	Division / Grade

Please attach recent passport size photograph (not less than 3 months old)

10.	Experience	
11.	Present employment status	

I hereby declare that the information given above is true and complete to the best of my knowledge and belief.

Dated:

(Signature of the Candidate)