

Organization	TCI Foundation
Division	Project Suraksha
Position	Medical Officer
Grant	Hindustan Petroleum Corporation Limited (HPCL) Corporate Social Responsibility (CSR)
Number of Positions	06 (One at each location)
Location	<p style="text-align: center;"><u>North India</u></p> <p>Khushi Clinic c/o HPCL Retail Outlet District (Prayagraj) – 211013 (Uttar Pradesh)</p> <p>Khushi Clinic c/o HPCL Retail Outlet Town Madhopur, District (Pathankot) – 145024 (Punjab)</p> <p style="text-align: center;"><u>South India</u></p> <p>Khushi Clinic c/o HPCL Retail Outlet Post- Neelamangala, Dabbaspet, Distt Bangalore 562111 (Karnataka)</p> <p>Khushi Clinic c/o HPCL Retail Outlet, Mallayya Doddi, Ravulapalem, District Godavari 533238 (Andhra Pradesh)</p> <p>Khushi Clinic c/o HPCL Retail Outlet HP Junction, Shoolagiri Hosur – 635117 (Tamil Nadu)</p> <p style="text-align: center;"><u>West India</u></p> <p>Khushi Clinic c/o HPCL Retail Outlet Town Jamb, District Wardha (Nagpur) – 441914 (Maharashtra)</p>

About Organization:

TCI Foundation an autonomous organization of Transport Corporation of India Limited, works in collaboration with Government, Public Sector Undertakings, National and International organizations and reputed corporates in Public Health sector.

About Position:

The Hindustan Petroleum Corporation Limited (HPCL) has taken TCI Foundation on board to implement promoting Preventive Healthcare on Indian Highways for long distance truckers through well-established Health Centres on the company owned fuel outlets of HPCL, under HPCL Corporate Social Responsibility. It is a unique blended approach of HPCL to generate preventive healthcare awareness and medical treatment to the mobile population of truck drivers and their entourages.

The job of Medical Officer is of vital importance in the projects at the mentioned locations. The Medical Officer is a central position around which all activities of the clinic revolve. The incumbent should possess following qualities required for the position:

- A good listener, having good communication skills and knowledge of local language to connect with the patients.
- Organized and conscientious aptitude.
- Empathetic and skills to make patients cared.
- Inherent curiosity to lead to an accurate diagnosis.
- Research aptitude to address concerns of patients.
- Persistent to counsel the patients.

Job Description

The Medical Officer(s) shall be responsible for implementing all activities grouped under preventive health care delivery system. They shall be responsible in their individual capacity, as well as overall in charge. By virtue of this designation, it is implied that they shall be solely responsible for the proper functioning of the Health Centre, and activities in compliance with national health programs. The detailed job functions of Medical Officer working in the Health Centre are as follows:

Curative	<ul style="list-style-type: none"> • Organize the outpatient department and will allot duties to the ancillary staff to ensure smooth running of OPD. • Organize laboratory services for cases where necessary and within the scope of laboratory for proper diagnosis of doubtful cases. • Make arrangement for rendering services for the treatment of minor ailments at community level and at the Health Centre through the Health Workers and others. • Attend to cases referred to Medical Officer by Health Workers. • Screen cases needing specialized medical attention including HIV/AIDS, TB, Malaria and refer them to referral institutions. • Provide guidance to Health Workers in the preventive health awareness. • Cooperate and or coordinate with other institutions providing medical care services in the area. • Visit each mapped location to conduct satellite camps to provide curative services. • Organize and participate to observe all national and international days concerned with healthcare.
----------	---

Preventive & Promotive	<ul style="list-style-type: none"> • Ensures that all the members of Health Team are fully conversant with the various National Public Health Programs. • Supervise their work periodically both in the clinics and in the community setting to give them the necessary guidance and direction. • Prepare operational plans and ensure effective implementation of the same to achieve the laid down targets. • Assistance in the formulation of awareness generation plan through the health workers/outreach workers. • Close liaison with office of District Medical Officer/Chief Medical Officer of the District, community leaders and various departments in the clinic area and involve them to the best advantage in the promotion of health programmes in the area. • Conduct field investigations/Uptake research activities to delineate local health problems for planning changes in the strategy of the effective delivery of healthcare services.
Control of Communicable Diseases.	<ul style="list-style-type: none"> • Facilitate early detection of cases of Tuberculosis, confirmation of their diagnosis and treatment. • Ensures that all cases of Tuberculosis take regular and complete treatment. • Ensures referral of symptomatic cases to Microscopic Centre and provision of DOTS. • Ensures that all cases of STD are diagnosed and properly treated, and their contacts are traced for early detection. • Facilitate HIV testing of all truckers visiting the clinic with proper counselling. • Facilitate testing of vector borne diseases special focus on malaria, and dengue.
Occupational Ailments and Treatment	<ul style="list-style-type: none"> • Correct diagnosis and treatment of driver's occupational ailments and their treatment and referrals on timely manner.
Training and Capacity Building	<ul style="list-style-type: none"> • Conduct training programmes including continuing education for the staff of health centre under the guidance of the district health authorities. • Conduct periodic training for the health workers on prevailing ailments, symptoms, and awareness generation using prescribed tools under National Health Programs. • Conduct capacity building activities of the associated community and the target population.
Administration	<ul style="list-style-type: none"> • Enter the abstract of the cases in the OPD Register/online system (daily). • Check sterilization of medical equipment • Medicine disbursement. • Cross Check the prescription and drugs. • Adopt drug tray system. • Inspect the Laboratory to verify the entry of last sample collection, method of tests done and the general cleanliness. • Inspect the dressing room for the method of dressing, cleanliness and waste disposal system. • Ensures the entry of online reports/register entries and verify it daily.

	<ul style="list-style-type: none">• Conduct monthly assessment of the staff of health centre based on the monthly report and report to the Head TCI Foundation with recommendations.• Maintaining records of all financial transactions made for the functioning of Clinic.• Supervise effective maintenance of Bio-waste management.• Monitor and evaluate the clinical, preventive and promotive education dissemination activities.• Prepare the inventories required for the clinic and participate in the procurement process.
--	---

Essential Qualification/Requirements

Bachelor of Medicine and Bachelor of Surgery (MBBS) with 3-5 years of experience in public health

Desirable:

- MBBS with Master Degree in Public Health/Master Degree in Hospital Administration
- Experience in handling target oriented projects.

Certification and Licensure:

- Duly Registered with Medical Council of India or State Medical Council.

Emoluments per annum:

CTO Rs. 642000

Reporting

Director/Head TCI Foundation

Equal Opportunities: TCI Foundation is an equal opportunity employer. Employment at TCI Foundation is based solely on individual's merit and qualifications directly related to professional competence. TCI Foundation does not discriminate against any employee or applicant because of race, caste, creed, colour, religion, gender, origin, disability, marital status, or any other basis protected by law.

Conditions:

- The advertised position can be cancelled and/or varied and/or withdrawn as per the discretion of the employer.
- The candidate on selection may be posted/transferred anywhere in India as per the requirement of the organization.
- The candidate on selection has to sign an Appointment Contract for a period of three months from the date of appointment and if leaving before three months from the date of appointment, candidate would be required to pay the remuneration of one month towards TCI Foundation.
- The data of all candidates who shall apply for these positions will be securely retained in the TCI Foundation HR Data Bank.

- Merely fulfilling the eligibility and applying for the position does not entitle the candidate to be called for interview. The candidates after extensive screening and short listing will be called for interview.
- No TA/DA will be paid by TCI Foundation to the candidate to attend the interview, if shortlisted and called for interview.
- Given the large volume of applications we receive, we are unable to respond to all applicants and our responses are limited to those who are short listed.

Last Date to Apply

The interested candidates may apply online using the link below by 20 Nov 2021.

How to Apply:

Candidates applying for the position are requested to adhere to following:

1. Check your eligibility.
2. Duly filled Application Form (link placed below)

[click to apply](#)