



# MALABAR CANCER CENTRE

(an autonomous body under Government of Kerala)



PO. Moozhikkara, Thalassery  
Kannur – 670 103, Kerala

Tel : +91 490 2355881  
Fax : 490 2355880  
E-mail : mectly@gmail.com  
Website : www.mcc.kerala.gov.in

No.35/E-3/GAD/MCC/2021

Dated:15-10-2021

## EXISTING VACANCIES

Sl. No.	Post	Qualification	No. of Posts	Consolidated Pay per month
<b>FIXED TERM CONTRACT BASIS IN MALABAR CANCER CENTRE</b>				
1	<b>Vigilance Officer</b>	Any senior Retired Officer from Police (preferably with experience in vigilance) /Excise/ Judiciary (Not below the rank of DySP in Police/similar in Excise) <b>Age:</b> Below 65 years	1	Rs. 25000/- (Rupees Twenty Five Thousand Only)

### **Functions:**

1. Periodic assessment of various constructions, purchases, service related matters etc., in the institutions.
2. Evaluation of any allegations raised against the institution related matters etc., in the institution related to constructions/purchases etc
3. To provide training to staff on prevention of corruption and vigilance
4. Advisory support to the Director on matters related to various administrative procedures related to various administrative procedures related to purchases/constructions and allegations.
5. To prepare policies and SOPs related to the purpose of the cell

**Responsibility:** To prepare reports on files, Agreement etc. and submit to Director

**Timing:** At least two days a week and whenever required by the institution

**Tenure of cell:** Initial appoint is for 179 days and the same may be extended to 5 more tenure subject to performance.

## **INSTRUCTIONS:**

1. Candidates should apply **ONLINE** through our website **www.mccc.kerala.gov.in**
2. Please assure that you have the following before proceeding to Online Registration.
  - Your photograph in digital form with the following specifications;
  - Maximum Image Size: 30Kb,
  - Image Dimension: 150W X 200H px,
  - Image Type: .jpg format.
  - UTR Number for application fee (Rs. 50 / - for SC / ST category and Rs. 250 / - for others) paid through RTGS / NEFT / IMPS / UPI to the following account: No:1154104000017958, Account holder: Malabar Cancer Center Society, Bank: IDBI Branch: Thalassery, IFSC Code: IBKL0001154, **UPI ID – MCC@IDBI**
3. The last date of submission of ONLINE application is **5:00 PM on 05-11-2021**
4. **Signed**, hard/ Print copy of **ONLINE application**, downloaded from website, along with self attested copies of certificates (for proving age, qualification, experience, etc.) should be forwarded to The Director, Malabar Cancer Centre, Moozhikkara PO, Thalassery, Kerala-670103, without fail, so as to reach on or before **10-11-2021** till 05.00 PM. (UTR Number of online Payment must be filled in Application). Applications in the prescribed format, downloaded from MCC website, will only be accepted. Applications without required certificates or documents will not be considered and will be rejected.
5. The envelope containing application should be super scribed as “**Application for the Post of .....** **on Contract basis**”, with post name.
6. The applications that are not complete in online and offline in all respect **will not be considered and no individual intimation will be given.**
7. Selection will be based on qualification and experience and performance in the Test/Interview.
8. Claims in respect of Qualifications, Experience, etc. should be supported by copies of relevant documents; Candidates should produce the originals at the time of interview.
9. No TA/DA will be paid for the Interview/Written test.
10. Communication of interview call letter from MCC, will be through e-mail/Website only. Candidates are advised to visit our website **www.mcc.kerala.gov.in** regularly for updates/ notices and announcements.
11. Canvassing in any form will lead to automatic disqualification. Candidates are advised to desist from such unholy practices.
12. Age will be calculated as on 1<sup>st</sup> January of the year. i.e, **01-01-2021.**

13. Candidate having required Qualification, experience need only be applied and applications without any of them will be rejected.

14. Applications received after the last date of submission will not be considered under any circumstances and MCC will not be liable for any postal/courier delay.

15. The Director-MCC will hold the right to reject any application without any information.

**16. Application Fee:**

- **Signed**, print copy of ONLINE application, downloaded from website only will be considered.
- Application fee Rs. 50/- (Rupees fifty only) for SC/ ST category and Rs. 250/- (Rupees Two hundred and fifty only) for others, may be paid through RTGS/NEFT/IMPS/UPI to the following account **No: 1154104000017958**, Account holder: Malabar Cancer Center Society, Bank: IDBI, Branch: Thalassery, IFSC Code: IBKL0001154, **UPI ID – mcc@idbi** . UTR Number/ Transaction reference number of online Payment must be filled in Application.
- Print out of online application form **should be signed by the candidate** and submitted to MCC within the stipulated time. Applications **without signature** of the candidate **will be not be considered and rejected**.
- Candidates claiming fee concession/exemption, a copy of SC/ST Certificate from the competent authority. If the duly attested copy of certificate is not attached, the application will be rejected.

**Important note**

- Request for change/correction in the application form shall not be entertained under any circumstances.
- In case if it is detected at any stage that a candidate does not fulfill the eligibility norms and/or that he/she has furnished any incorrect/false information/certificate/documents or has suppressed any material fact(s), his/her candidature will stand cancelled. If any of these shortcomings is/are detected even after appointment, his/her service is liable to be terminated. The decision of MCC will be final in this regard.

**DIRECTOR**