



**TATA MEMORIAL CENTRE**  
**ADVANCED CENTRE FOR TREATMENT, RESEARCH AND EDUCATION IN CANCER (ACTREC)**  
 Sector – 22, Kharghar, Navi Mumbai 410 210.  
 (Grant-In-Aid Institute of Department of Atomic Energy, Government of India)  
 Tel. No. 91-22-27405000 Email : [recruitment@actrec.gov.in](mailto:recruitment@actrec.gov.in) , Website: <https://actrec.gov.in>



No. ACTREC/ADVT/A-13/2025

Date : 10/09/2025

**POSITIONS AVAILABLE**

The Tata Memorial Centre (TMC) is a Comprehensive Cancer Centre with a mission to achieve the highest standards in patients care, cancer prevention, cancer research and professional development for oncology and allied disciplines. TMC is an autonomous Grant-In-Aid Institute of the Department of Atomic Energy, Government of India. TMC is affiliated to Homi Bhabha National Institute (HBNI). The HBNI is a Deemed University of the Department of Atomic Energy with a mission to develop high quality postgraduate educational programs in science and technology including those related to Life and Health sciences. ACTREC, TMC invites applications from eligible candidates of Indian nationality who are keen to pursue a career in TMC. Full time positions in various departments available at ACTREC are listed below:

**1. CONSULTANT 'F' (CLINICAL PHARMACOLOGY) : (1-UR)**

Level of Pay in the Pay Matrix	Level 13 [Pre-revised PB-4, Rs.37400-67000+GP 8700/-]
Initial Pay	Rs.123100/- Level -13, Cell 1 + Allowances applicable.
Age: Upper Age Limit as on 10/10/2025	50 Years
Educational Qualification	M.D./ D.M. (Clinical Pharmacology) or equivalent postgraduate degree recognized by National Medical Commission.
Essential Experience	Minimum 08 years post M.D. experience in Clinical Pharmacology in a teaching hospital / institution. Minimum 05 years post D.M. experience in Clinical Pharmacology in a teaching hospital / institution. Candidates must be well versed with pharmacokinetics, GCP, GMP, drug development process including Phase-I, II clinical trials and translational research. Candidates must be familiar with FDA, DCGI, DGFT and other regulatory procedures for conducting developmental therapeutic trials in India.
Mode of Selection	Interview
Location	ACTREC, TATA MEMORIAL CENTRE, KHARGHAR, NAVI MUMBAI

**2. ASSISTANT PROFESSOR 'E' SURGICAL ONCOLOGY (GASTROINTESTINAL) : (2-UR)**

Level of Pay in the Pay Matrix	Level 12 [Pre-revised PB-3, Rs.15600-39100+GP 7600/-]
Initial Pay	Rs.78800/- Level -12, Cell 1 + Allowances applicable.
Age: Upper Age Limit as on 10/10/2025	45 Years
Educational Qualification	M.Ch./ Dr.N.B (Surgical Oncology) or M.Ch./ Dr.N.B (Surgical Gastroenterology) or equivalent postgraduate degree recognized by National Medical Commission. <b>OR</b> M.S./ D.N.B. (General Surgery) or equivalent postgraduate degree recognized by National Medical Commission.
Essential Experience	<b>For M.Ch. :</b> Minimum 01 year' experience in Gastrointestinal Surgical Oncology either during M. Ch. training or post M.Ch. <b>For M.S. / D.N.B :</b> 03 years' experience in Hepato Pancreatic Biliary Surgery or Colorectal Surgery after completion of M.S./ D.N.B. (General Surgery) or equivalent postgraduate degree recognized by National Medical Commission.
Desirable Experience	Experience in Laparoscopic / Robotic Gastrointestinal Colorectal or Hepato Pancreatic Biliary oncology will be preferred. Preference will be given to candidates with recognized qualification in Surgical Oncology.
Mode of Selection	Interview
Location	ACTREC, TATA MEMORIAL CENTRE, KHARGHAR, NAVI MUMBAI

**3. ASSISTANT PROFESSOR 'E' (GYNAEC ONCOLOGY): (1-UR)**

Level of Pay in the Pay Matrix	Level 12 [Pre-revised PB-3, Rs.15600-39100+GP 7600/-]
Initial Pay	Rs.78800/- Level -12, Cell 1 + Allowances applicable.
Age: Upper Age Limit as on 10/10/2025	45 Years
Educational Qualification	M.Ch / D.N.B. (Gynaec Oncology) or equivalent postgraduate degree recognized by National Medical Commission <b>OR</b> M.D. / D.N.B. (Obstetrics & Gynaecology) or equivalent postgraduate degree recognized by National Medical Commission.
Essential Experience	<b>For M.Ch / D.N.B. (Gynaec Oncology)</b> : Minimum 1 year experience in Gynaec Oncology either during M.Ch. training or Post M.Ch. <b>For M.D. / D.N.B. (Obstetrics &amp; Gynaecology)</b> : Minimum 3 years' experience after post graduation in Gynaec oncology.
Mode of Selection	Interview
Location	ACTREC, TATA MEMORIAL CENTRE, KHARGHAR, NAVI MUMBAI

**4. ASSISTANT PROFESSOR 'E' (HEAD & NECK SURGERY): (2-UR)**

Level of Pay in the Pay Matrix	Level 12 [Pre-revised PB-3, Rs.15600-39100+GP 7600/-]
Initial Pay	Rs.78800/- Level -12, Cell 1 + Allowances applicable.
Age: Upper Age Limit as on 10/10/2025	45 Years
Educational Qualification	a) M.Ch / D.N.B. (Head & Neck Oncology) <b>OR</b> b) M.Ch / D.N.B. (Surgical Oncology) <b>OR</b> c) M.S / D.N.B. (General Surgery / ENT) <b>OR</b> equivalent post graduate degree recognized by National Medical Commission.
Essential Experience	<b>For (a) M.Ch / D.N.B. (Head &amp; Neck Oncology)</b> : No experience required <b>For (b) M.Ch / D.N.B. (Surgical Oncology)</b> : Minimum 01 year experience in Head & Neck Surgery either during M.Ch. training or Post M.Ch. <b>For (c) M.S / D.N.B. (General Surgery / ENT)</b> : 03 years' experience in Surgical / Head & Neck Oncology in a teaching hospital after the postgraduate degree.
Mode of Selection	Interview
Location	ACTREC, TATA MEMORIAL CENTRE, KHARGHAR, NAVI MUMBAI

**5. ASSISTANT PROFESSOR 'E' (PAEDIATRIC SURGERY) : (2-UR)**

Level of Pay in the Pay Matrix	Level 12 [Pre-revised PB-3, Rs.15600-39100+GP 7600/-]
Initial Pay	Rs.78800/- Level -12, Cell 1 + Allowances applicable.
Age: Upper Age Limit as on 10/10/2025	45 Years
Educational Qualification	M.Ch. (Paediatric Surgery / Surgical Oncology) or D.N.B (Paediatric Surgery / Surgical Oncology) <b>OR</b> equivalent postgraduate degree recognised by National Medical Commission.
Essential Experience	Minimum 01 year' experience in Paediatric Surgery either during M.Ch training or Post M.Ch.
Mode of Selection	Interview
Location	ACTREC, TATA MEMORIAL CENTRE, KHARGHAR, NAVI MUMBAI

**6. ASSISTANT PROFESSOR 'E' (PLASTIC SURGERY) : (1-UR)**

Level of Pay in the Pay Matrix	Level 12 [Pre-revised PB-3, Rs.15600-39100+GP 7600/-]
Initial Pay	Rs. 78800/- Level -12, Cell 1 + Allowances applicable.
Age: Upper Age Limit as on 10/10/2025	45 Years
Educational Qualification	M.Ch. / D.N.B. (Plastic Surgery) or equivalent postgraduate degree recognized by National Medical Commission.
Essential Experience	Minimum 01 year' experience in Onco-reconstruction and Microvascular Surgery either during M.Ch. training or Post M.Ch..
Mode of Selection	Interview
Location	ACTREC, TATA MEMORIAL CENTRE, KHARGHAR, NAVI MUMBAI

**7. ASSISTANT PROFESSOR 'E' (MEDICAL ONCOLOGY) (SOLID TUMOR) : (2-UR)**

Level of Pay in the Pay Matrix	Level 12 [Pre-revised PB-3, Rs.15600-39100+GP 7600/-]
Initial Pay	Rs. 78800/- Level -12, Cell 1 + Allowances applicable.
Age: Upper Age Limit as on 10/10/2025	45 Years
Educational Qualification	D.M. / D.N.B. (Medical Oncology) or equivalent postgraduate degree recognized by National Medical Commission.
Desirable Experience	Experience in Solid Tumor Medical Oncology in a teaching hospital for a period of 01 year' is desirable.
Mode of Selection	Interview
Location	ACTREC, TATA MEMORIAL CENTRE, KHARGHAR, NAVI MUMBAI

**8. ASSISTANT PROFESSOR 'E' (MEDICAL ONCOLOGY) (ADULT HAEMATOLYMPHOID) : (1-UR)**

Level of Pay in the Pay Matrix	Level 12 [Pre-revised PB-3, Rs.15600-39100+GP 7600/-]
Initial Pay	Rs. 78800/- Level -12, Cell 1 + Allowances applicable.
Age: Upper Age Limit as on 10/10/2025	45 Years
Educational Qualification	D.M. / D.N.B. (Medical Oncology / Clinical Haematology) or equivalent postgraduate degree recognized by National Medical Commission.
Mode of Selection	Interview
Location	ACTREC, TATA MEMORIAL CENTRE, KHARGHAR, NAVI MUMBAI

**9. ASSISTANT PROFESSOR 'E' (PATHOLOGY) : (5-UR)**

Level of Pay in the Pay Matrix	Level 12 [Pre-revised PB-3, Rs.15600-39100+GP 7600/-]
Initial Pay	Rs. 78800/- Level -12, Cell 1 + Allowances applicable.
Age: Upper Age Limit as on 10/10/2025	45 Years
Educational Qualification	DM (Oncopathology) OR DM (Haematopathology) OR M.D. / D.N.B. (Pathology) OR equivalent postgraduate degree in Pathology recognized by National Medical Commission.
Essential Experience	Minimum 3 years' post M.D. / D.N.B. experience in Pathology in a Teaching Hospital.
Desirable Experience	Experience in Onco-Pathology, Cytology, Haemato- Pathology, or Molecular Pathology is desirable.
Mode of Selection	Interview
Location	ACTREC, TATA MEMORIAL CENTRE, KHARGHAR, NAVI MUMBAI

**10. ASSISTANT PROFESSOR 'E' (MEDICAL GASTROENTEROLOGY) : (1-UR)**

Level of Pay in the Pay Matrix	Level 12 [Pre-revised PB-3, Rs.15600-39100+GP 7600/-]
Initial Pay	Rs. 78800/- Level -12, Cell 1 + Allowances applicable.
Age: Upper Age Limit as on 10/10/2025	45 Years
Educational Qualification	D.M. / D.N.B. (Medical Gastroenterology) recognized by National Medical Commission.
Essential Experience	Experience in Medical Gastroenterology.
Desirable Experience	Experience in Medical Gastroenterology in oncology for minimum 1 year is desirable.
Mode of Selection	Interview
Location	ACTREC, TATA MEMORIAL CENTRE, KHARGHAR, NAVI MUMBAI

**11. ASSISTANT PROFESSOR 'E' (ANESTHESIOLOGY) : (6-UR)**

Level of Pay in the Pay Matrix	Level 12 [Pre-revised PB-3, Rs.15600-39100+GP 7600/-]
Initial Pay	Rs. 78800/- Level -12, Cell 1 + Allowances applicable.
Age: Upper Age Limit as on 10/10/2025	45 Years
Educational Qualification	M.D. / D.N.B. (Anesthesia) or equivalent postgraduate degree in Anesthesiology recognized by National Medical Commission.
Essential Experience	03 years' post M.D./ D.N.B. experience in Anesthesia in a Teaching Hospital.
Desirable Experience	Experience in critical care and pain management is desirable.
Mode of Selection	Interview
Location	ACTREC, TATA MEMORIAL CENTRE, KHARGHAR, NAVI MUMBAI



**12. ASSISTANT PROFESSOR 'E' (PALLIATIVE MEDICINE): (1-UR)**

Level of Pay in the Pay Matrix	Level 12 [Pre-revised PB-3, Rs.15600-39100+GP 7600/-]
Initial Pay	Rs. 78800/- Level -12, Cell 1 + Allowances applicable.
Age: Upper Age Limit as on 10/10/2025	45 Years
Educational Qualification	M.D./D.N.B.(Palliative Medicine) OR M.D./D.N.B.(Anesthesiology) recognized by National Medical Commission.
Essential Experience	Minimum 03 years' post M.D. / D.N.B. experience in Palliative Medicine in a high volume hospital or cancer centre.
Desirable Experience	A Post Graduate Diploma or Certified Training in Palliative Medicine of atleast 01 year duration in a high volume centre is desirable.
Mode of Selection	Interview
Location	ACTREC, TATA MEMORIAL CENTRE, KHARGHAR, NAVI MUMBAI

**13. ASSISTANT PROFESSOR 'E' (HAEMATOPATHOLOGY) : (1-UR)**

Level of Pay in the Pay Matrix	Level 12 [Pre-revised PB-3, Rs.15600-39100+GP 7600/-]
Initial Pay	Rs. 78800/- Level -12, Cell 1 + Allowances applicable.
Age: Upper Age Limit as on 10/10/2025	45 Years
Educational Qualification	DM (Hematopathology) or equivalent post graduate degree in Hematopathology recognized by National Medical Commission. OR M.D. / D.N.B. (Pathology) or equivalent post graduate degree recognised by National Medical Commission.
Essential Experience	<b>For D.M. :</b> Experience not required. <b>For M.D. / D.N.B :</b> 3 years post M.D./ D.N.B. experience as a senior resident in a Hematopathology Laboratory with exposure in Bone Marrow morphology, flow cytometry, molecular techniques related to Hematological malignancies.
Desirable Experience	Experience in Minimal residual disease detection and molecular techniques like Next generation sequencing will be an added advantage.
Mode of Selection	Interview
Location	ACTREC, TATA MEMORIAL CENTRE, KHARGHAR, NAVI MUMBAI

**14. ASSISTANT PROFESSOR 'E' (NUCLEAR MEDICINE) : (2-UR)**

Level of Pay in the Pay Matrix	Level 12 [Pre-revised PB-3, Rs.15600-39100+GP 7600/-]
Initial Pay	Rs. 78800/- Level -12, Cell 1 + Allowances applicable.
Age: Upper Age Limit as on 10/10/2025	45 Years
Educational Qualification	M.D. / D.N.B..(Nuclear Medicine) or equivalent degree in Nuclear Medicine recognised by National Medical Commission.
Essential Experience	03 years' post M.D. / D.N.B. experience in Nuclear Medicine in a Teaching Hospital.
Mode of Selection	Interview
Location	ACTREC, TATA MEMORIAL CENTRE, KHARGHAR, NAVI MUMBAI

**15. ASSISTANT PROFESSOR 'E' (RADIO DIAGNOSIS) : (2-UR)**

Level of Pay in the Pay Matrix	Level 12 [Pre-revised PB-3, Rs.15600-39100+GP 7600/-]
Initial Pay	Rs. 78800/- Level -12, Cell 1 + Allowances applicable.
Age: Upper Age Limit as on 10/10/2025	45 Years
Educational Qualification	M.D. / D.N.B. (Radiology / Radio-diagnosis) or equivalent postgraduate degree recognized by National Medical Commission.
Essential Experience	03 years' post M.D./ D.N.B. experience in Radiodiagnosis in a teaching hospital.
Mode of Selection	Interview
Location	ACTREC, TATA MEMORIAL CENTRE, KHARGHAR, NAVI MUMBAI

**16. ASSISTANT PROFESSOR 'E' (TRANSFUSION MEDICINE): (2-UR)**

Level of Pay in the Pay Matrix	Level 12 [Pre-revised PB-3, Rs.15600-39100+GP 7600/-]
Initial Pay	Rs. 78800/- Level -12, Cell 1 + Allowances applicable.
Age: Upper Age Limit as on 10/10/2025	45 Years
Educational Qualification	MD / D.N.B.(Transfusion Medicine) / M.D / D.N.B.(Immunohematology and Transfusion Medicine) / M.D.(Immunohematology and Blood Transfusion) or equivalent recognised by National Medical Commission.
Essential Experience	Minimum 03 years' experience in Transfusion Medicine/ Blood Centre after post-graduation.
Mode of Selection	Interview
Location	ACTREC, TATA MEMORIAL CENTRE, KHARGHAR, NAVI MUMBAI

**17. ASSISTANT PROFESSOR 'E' (INTERVENTIONAL RADIOLOGY) : (2-UR)**

Level of Pay in the Pay Matrix	Level 12 [Pre-revised PB-3, Rs.15600-39100+GP 7600/-]
Initial Pay	Rs. 78800/- Level -12, Cell 1 + Allowances applicable.
Age: Upper Age Limit as on 10/10/2025	45 Years
Educational Qualification	D.M. (Interventional Radiology). OR M.D. / D.N.B. (Radiodiagnosis) recognized by National Medical Commission.
Essential Experience	For D. M.: Experience not required.  For M.D. / D.N.B. (Radiodiagnosis): 03 years' experience post M.D. / D.N.B. in Interventional Radiology.
Mode of Selection	Interview
Location	ACTREC, TATA MEMORIAL CENTRE, KHARGHAR, NAVI MUMBAI

**18. ASSISTANT PROFESSOR 'E' INTENSIVIST (CRITICAL CARE) : (2-UR)**

Level of Pay in the Pay Matrix	Level 12 [Pre-revised PB-3, Rs.15600-39100+GP 7600/-]
Initial Pay	Rs. 78800/- Level -12, Cell 1 + Allowances applicable.
Age: Upper Age Limit as on 10/10/2025	45 Years
Educational Qualification	D.M. (Critical Care) or equivalent OR M.D. / D.N.B. (Anaesthesia /General Medicine / Pulmonary Medicine / Pediatrics) or equivalent postgraduate degree recognized by National Medical Commission.
Essential Experience	For D.M.: Experience is not applicable  For M.D. / D.N.B.: 3 years' post M.D. / D.N.B. experience in Critical Care.
Mode of Selection	Interview
Location	ACTREC, TATA MEMORIAL CENTRE, KHARGHAR, NAVI MUMBAI

**19. CONSULANT 'E' (PREVENTIVE ONCOLOGY): (1-UR)**

Level of Pay in the Pay Matrix	Level 12 [Pre-revised PB-3, Rs.15600-39100+GP 7600/-]
Initial Pay	Rs. 78800/- Level -12, Cell 1 + Allowances applicable.
Age: Upper Age Limit as on 10/10/2025	45 Years
Educational Qualification	M.D. / D.N.B. (Preventive & Social Medicine) or equivalent post graduate degree in Preventive & Social Medicine recognized by National Medical Commission.
Essential Experience	Minimum 03 years' post M.D. / D.N.B. experience in preventive oncology in a Teaching Hospital.
Desirable Experience	Preference will be given to candidates with experience in Preventive Oncology.
Mode of Selection	Interview
Location	ACTREC, TATA MEMORIAL CENTRE, KHARGHAR, NAVI MUMBAI

**20. CONSULTANT 'E' (PULMONARY MEDICINE) : (1-UR)**

Level of Pay in the Pay Matrix	Level 12 [Pre-revised PB-3, Rs.15600-39100+GP 7600/-]
Initial Pay	Rs. 78800/- Level -12, Cell 1 + Allowances applicable.
Age: Upper Age Limit as on 10/10/2025	45 Years
Educational Qualification	M.D. or D.N.B. (Respiratory Medicine/Pulmonary Medicine/ TB and Chest Diseases) or equivalent post graduate degree recognized by National Medical Commission. OR D.M. (Pulmonary Medicine/ Pulmonary and Critical Care Medicine) or equivalent post graduate degree recognized by National Medical Commission.
Essential Experience	<b>For D.M. (Pulmonary Medicine / Pulmonary and Critical Care Medicine):</b> Experience not required.  <b>For M.D./ D.N.B. (Respiratory Medicine/Pulmonary Medicine/ TB and Chest Diseases) :</b> Minimum 03 years' post M.D. / D.N.B experience in Pulmonary Medicine in a Teaching Hospital.
Desirable Experience	It would be desirable that candidates possess reasonable skills in EBUS, Medical Thoracoscopy and basic & advanced bronchoscopy procedures. It would be desirable that candidates possess prior work experience in an Oncology Centre. A documented track record of clinical research and publications would be desirable.
Mode of Selection	Interview
Location	ACTREC, TATA MEMORIAL CENTRE, KHARGHAR, NAVI MUMBAI

**21. CONSULTANT 'E' (INFECTIOUS DISEASES) : (2-UR)**

Level of Pay in the Pay Matrix	Level 12 [Pre-revised PB-3, Rs.15600-39100+GP 7600/-]
Initial Pay	Rs. 78800/- Level -12, Cell 1 + Allowances applicable.
Age: Upper Age Limit as on 10/10/2025	45 Years
Educational Qualification	D.M. Infectious Disease or equivalent post graduate degree recognised by National Medical Commission. OR M.D. Medicine/ Paediatrics or equivalent post graduate degree recognised by National Medical Commission and Fellowship in Infectious Diseases (of at least 01 year).
Essential Experience	03 years post M.D. experience in an Infectious Diseases unit.
Desirable Experience	Experience in Transplant Infectious Diseases in an Infectious Diseases unit.
Mode of Selection	Interview
Location	ACTREC, KHARGHAR & TATA MEMORIAL HOSPITAL, PAREL, TATA MEMORIAL CENTRE

**22. CONSULTANT 'E' (CANCER GENETICS) : (1-UR)**

Level of Pay in the Pay Matrix	Level 12 [Pre-revised PB-3, Rs.15600-39100+GP 7600/-]
Initial Pay	Rs. 78800/- Level -12, Cell 1 + Allowances applicable.
Age: Upper Age Limit as on 10/10/2025	45 Years
Educational Qualification	D.M. / Dr.N.B. (Medical Genetics) or equivalent postgraduate degree recognised by National Medical Commission OR D.M. / M.Ch. / Dr.N.B. in any oncology specialty or equivalent postgraduate degree recognized by National Medical Commission OR M.D. / D.N.B. (Medical Genetics / Paediatrics / Radiation Oncology / Pathology / Internal Medicine / Obstetrics & Gynaecology) or equivalent postgraduate degree recognized by National Medical Commission.
Essential Experience	<b>For D.M. / Dr.N.B (Medical Genetics) or equivalent ' postgraduate degree:</b> 01 year' experience in Cancer Genetics. OR <b>For D.M. / M.Ch. / Dr.N.B. in any oncology specialty or equivalent postgraduate degree:</b> 01 year' experience in Cancer Genetics. OR <b>For M.D. / D.N.B. (Medical Genetics / Paediatrics / Radiation Oncology / Pathology / Internal Medicine / Obstetrics &amp; Gynaecology) or equivalent postgraduate degree:</b> 03 years post M.D. / D.N.B. experience in Cancer Genetics.
Mode of Selection	Interview
Location	ACTREC, TATA MEMORIAL CENTRE, KHARGHAR, NAVI MUMBAI

**23. CLINICIAN SCIENTIST - CELLULAR THERAPY 'E' : (1-UR)**

Level of Pay in the Pay Matrix	Level 12 [Pre-revised PB-3, Rs.15600-39100+GP 7600/-]
Initial Pay	Rs. 78800/- Level -12, Cell 1 + Allowances applicable.
Age: Upper Age Limit as on 10/10/2025	45 Years
Educational Qualification	M.D / M.S. in any field or equivalent post graduate degree recognized by National Medical Commission.
Essential Experience	Minimum 03 years' laboratory - based experience in Cellular therapy for malignancies.
Mode of Selection	Interview
Location	ACTREC, TATA MEMORIAL CENTRE, KHARGHAR, NAVI MUMBAI

**24. ASSISTANT MEDICAL SUPERINTENDENT II: (2-UR)**

Level of Pay in the Pay Matrix	Level 12 [Pre-revised PB-3, Rs.15600-39100+GP 7600/-]
Initial Pay	Rs. 78800/- Level -12, Cell 1 + Allowances applicable.
Age: Upper Age Limit as on 10/10/2025	45 Years
Educational Qualification & Essential Experience:	M.B.B.S or B.D.S. from a recognized university in India OR a Medical qualification included in the First Schedule or Second Schedule or Part II of the Third Schedule of the Indian Medical Council Act, 1956. (Persons possessing qualifications included in Part II of Third schedule should also fulfil the conditions specified in Section 13 (3) of the Act) <b>AND</b> a) A postgraduate qualification such as M.D. or D.N.B. in Hospital/ Healthcare Administration or a recognized equivalent qualification, with 03 years' experience in Hospital Administration, after obtaining the P.G. Degree, in hospitals with minimum 100 beds. <b>OR</b> b) A Full Time M.H.A. (Masters in Hospital / Healthcare Administration / Management) or a Full Time M.B.A. or a Full Time Post Graduate Degree recognized as equivalent to MBA by AICTE/ AIU with 4 years' experience in Hospital Administration, after obtaining the P.G. Degree, in hospitals with minimum 100 beds.
Mode of Selection	Interview
Location	ACTREC, TATA MEMORIAL CENTRE, KHARGHAR, NAVI MUMBAI

**GENERAL CONDITIONS:**

- For all Medical Posts, the final Academic designation such as Professor / Assistant Professor / Associate Professor etc. will be given after joining as per the National Medical Commission norms.
- India Citizens, Overseas Citizens of India (OCI) card holders and foreign nationals who fulfill the conditions of qualifications, experience etc. are eligible to apply. The appointment will be subject to necessary clearance/ approval as applicable.
- Candidates will be eligible for incentives based on individual and Institutional performance.
- Candidates are required to have a valid email ID and mobile number. The email ID and mobile number should be kept active throughout this recruitment. Necessary intimation about call letters for interview, document verification etc. will be sent through the registered Email IDs / registered mobile numbers only.
- Candidates are advised in their own interest to submit the online application much before the closing date and not to wait till the last date to avoid the possibility of disconnection / inability or failure to login to the website on account of heavy load on the website during the closing day.
- Last date for online application is **10/10/2025 up to 05.30 p.m. (Indian Standard Time).**
  - Candidates must send their candidature through 'Online Application' only. Candidates will have to upload required documents mentioned in the form at the time of filling the Online Application.
  - Candidates will be initially screened and called for Interview on the basis of information provided by them in the online application form and only the list of shortlisted candidates will be published on ACTREC website.
  - Incomplete & Online Non-Submitted applications will be summarily rejected.



- (e) Candidates who would be called for Interview are required to **carry original documents along with one set of photo copies** in support of the details furnished in the online application form regarding date of birth, qualifications, experience, caste, disability certificate etc., failing which such applicants will not be allowed to appear for Interview.

i.	Date of Birth	Birth Certificate/School Leaving Certificate/S.S.C. passing certificate
ii.	Educational Qualification	Mark sheet & Passing Certificate of final examination
iii.	Experience Certificates	Past Employment: Experience certificate indicating the date of joining and relieving Current Employment: Still working certificate, Last Pay Slip, Identity Card (having validity period).
iv.	Caste Certificate	Valid Caste Certificate (in the format of Government of India), Caste Validity Certificate in case of SC/ST, Non-Creamy Layer Certificate in case of OBC candidates is mandatory. <b>Formats are uploaded on TMC-ACTREC website.</b>
v.	Economically Weaker Section (EWS)	Valid income certificate (in format of Government of India) is mandatory.
vi.	Persons with Disability	Physical Disability Certificate.
vii.	PwBD	Autism, Intellectual Disability, Specific Learning Disability & Mental illness with disability i.e. Specific Learning Disability (SLD)

- (f) **Through Proper Channel** : Persons working under Central / State Government / Autonomous Body / Semi Government Organisations and other Public Sector Undertakings must obtain the permission from their Head of the Organisation to apply for the post & to produce the same at the time of Interview, failing which they shall not be allowed to appear for Interview.
- (g) **Referees**: Three Referees listed by the candidate should have been associated with the training or supervision of the candidates work.
- (h) Tata Memorial Centre-ACTREC reserves the right to fix minimum eligibility standard / bench mark and restrict number of candidates called for Interview taking into account various factors like no. of vacancies, percentage of marks in Graduate /post Graduate Degrees etc. Tata Memorial Centre – ACTREC also reserves the right to fix minimum eligibility standard / cut-off marks (Group / Stream / Discipline / Category-wise etc.) while finalizing candidates to be called for Interview as well as selecting the candidates for final selection after Interview. The decision of the Director, Tata Memorial Centre in this regard shall be final and binding and no correspondence in this regard will be entertained with the candidates.
- (i) Tata Memorial Centre-ACTREC reserves the right to restrict the number of candidates called for Interview to a reasonable limit, on the basis of qualifications and experience of the applicants. Mere fulfilling the prescribed qualifications will not entitle an applicant to be called for Interview.
- (j) In case, if it is found at any stage of recruitment that the candidate does not fulfil the eligibility criteria and/or, the candidate has furnished any incorrect / false / incomplete information or has suppressed any material fact(s), his/her candidature will be cancelled. If any shortcoming is detected, even after appointment, the services of the candidate are liable to be terminated forthwith. Therefore, before applying for any post, the candidate should ensure that he/she fulfils all the eligibility criteria under the norms mentioned in the advertisement.
- (k) Tata Memorial Centre-ACTREC also reserves the right not to call any candidates to appear for Interview without assigning any reason thereof.
- (l) Canvassing in any form will disqualify the candidature.
7. Age & experience will be reckoned as on **10/10/2025**. **Experience will be reckoned post required qualifications.**
8. Reservation of posts under various categories shall be applicable as per Government Rules.
9. For Inquiry: Candidates may email to [query.jobs@actrec.gov.in](mailto:query.jobs@actrec.gov.in) No phone calls will be entertained.

10. **Age Relaxation :**

- (a) Upper age is relaxable for persons belonging to Reserved Categories such as SC/ST/OBC/PWD/Ex-servicemen & Other categories as per the instructions of Govt. of India as under:

05 Years	SC/ST
03 Years	OBC
10 Years	PWD [additional 5 years in case of SC/ST & 3 years in case of OBC]
Ex-servicemen	Length of service in Armed forces plus 3 years (additional relaxation in case of SC/ST/OBC as per the instructions of Government of India.

- (b) If the post is only for unreserved category, then age relaxation will not be applicable to reserved candidates.
- (c) Age relaxation maximum by 5 years for Tata Memorial Centre (TMC) employees and employees working in TMC on temporary basis / under project / on contract basis etc.

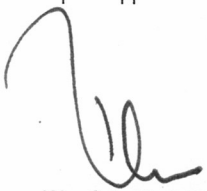
11. **Application Fee:**

- I. Candidate shall pay the application fee of Rs.300/- online using Debit Card / Credit Card / UPI / Net banking etc.
- II. **SC/ ST / Female Candidates / Persons with Disabilities / Ex-servicemen (1st time applying for civil post after serving any rank) are exempted from paying application fees.**
- III. **The application fee paid will not be refunded under any circumstances.**

12. **Benefits:**

(a) Allowances	In addition to pay, other allowances including DA, HRA, TA etc. will be admissible as per the prevailing rules of TMC.
(b) Training & Development	All officers will be eligible for institutional financial support for active participation in National and International Medical Meetings, Workshops and Conferences after their probation is closed.
(c) Medical Facility	Will be admissible as per the prevailing rules of TMC.
(d) Accommodation	Residential accommodation will be provided subject to availability.
(e) Retirement Benefits	All are eligible for retirement benefits and pension under the New Pension Scheme.

13. Candidates appointed will be rotated in any Units of TMC (Tata Memorial Hospital, ACTREC, Navi Mumbai, Homi Bhabha Cancer Hospital, Sangrur, Homi Bhabha Cancer Hospital & Research Centre, Mullanpur, Homi Bhabha Cancer Hospital & Research Centre, Vizag, Mahamana Pt. Madan Mohan Malviya Cancer Centre (BHU), Varanasi, Homi Bhabha Cancer Hospital, Varanasi, BBCL, Guwahati on the needs of the Units concerned as and when necessary.
14. **Transfer:** Selected candidates shall have to serve the respective location for minimum of 5 years before any request for transfer to other units of TMC. However, TMC management reserves the right to transfer any of the staff member.
15. The TMC-ACTREC also may exercise the option to offer appointments on "Contract Basis" for a fixed term on a consolidated remuneration.
16. **Non-Receipt of Application:** Tata Memorial Centre-ACTREC does not take any responsibility for non-receipt of application through Online.
17. **Legal jurisdiction for any dispute will be at Mumbai.**

  
**Wg. Cdr. P. J. Monteiro (Retd.)**  
**Chief Administrative Officer,**  
**ACTREC**