



No. ACTREC/ADVT.15/2026

February 10, 2026

**WALK – IN / ZOOM INTERVIEW**

<b>Post</b>	Medical Officer (On Contract Basis)
<b>Department</b>	Department of Medical Oncology, ACTREC
<b>Interview Date / Day</b>	16/02/2026 (Monday)
<b>Venue</b>	Paymaster Shodhika, Administration Department, Room No. PS-330, Advanced Centre for Treatment, Research and Education in Cancer (ACTREC), Sector-22, Kharghar, Navi Mumbai – 410 210.
<b>Reporting Time</b>	10.00 a.m. to 10.30 a.m.
<b>Educational Qualification</b>	MBBS
<b>Essential Experience</b>	Candidate having more than 01 year experience in oncology will be given preference, however, freshers can also apply.
<b>Job Description</b>	Taking detailed initial history, taking consents for tests, Transcribing protocol on Medical Oncology Information System (MOIS), counselling about adverse Events, Co-morbidity and drug interaction checking, making online prescriptions after consultant approval, checking the completeness of drug bought from Pharmacy (adequacy & type), Follow up check – checking follow up date; investigation, follow up check – checking compliance to therapy, follow up check – Grading chemotherapy toxicity. Also, would need to work in the day care plus Wards under supervision and also to work as a Casualty Medical Officer in day and night shifts handling basic medical emergencies and reporting to the concerned Surgical/ Medical Unit Resident/Consultant.
<b>Age</b>	Up to 35 years (as on advertisement date)
<b>Consolidated Salary</b>	Rs. 99,000/- to Rs. 1,14,000/- p.m. (depending upon work experience)
<b>Duration</b>	Initially for the period of one year (extendable as per requirement of the Centre).

**Instructions for the candidates:**

<b>For Walk-in Interview:</b>	Candidates fulfilling above requirements may appear for Walk-In Interview along with Bio-data, recent passport size photograph, Xerox copies of Aadhar Card, Pan Card, Educational qualification certificates and Working experience certificates at above venue within reporting time only.
<b>For Zoom Interview:</b>	Candidates may drop in a mail requesting for a Zoom Interview at mail id: <b>recruitment@actrec.gov.in</b> along with Bio-data, Self-attested copies of certificate regarding date of birth, recent passport size photograph, scanned copies of Aadhar Card, Pan Card, Educational qualification certificates and Working experience certificates on or before <b>13<sup>th</sup> February, 2026 (Friday) 05.00 p.m.</b>

(S. G. Sardesai)  
Dy. Administrative Officer (HRD),  
ACTREC