# INDIAN INSTITUTE OF INFORMATION TECHNOLOGY, DESIGN AND MANUFACTURING (IIITDM) KANCHEEPURAM

(An Institute of National Importance under the Ministry of Education, Government of India)
Melakottaiyur Village, Off Vandalur–Kelambakkam Road, Nellikuppam, Chennai – 600 127, Tamil Nadu

Website: www.iiitdm.ac.in | E-mail: recruit@iiitdm.ac.in | Phone: 044-2747 6312 / 6300


**Advt. No.: IIITDM/LMO/Contract/2026-27/02** **Date: 25 / 11/ 2026**

## ENGAGEMENT OF LADY MEDICAL OFFICER (LMO)

**PURELY ON CONTRACT BASIS**

IIITDM Kancheepuram, an Institute of National Importance under the Ministry of Education, Government of India, invites applications from eligible and experienced medical practitioners for engagement as Lady Medical Officer (LMO), purely on a contract basis. The Institute caters to the medical and healthcare needs of its students, faculty, staff and their families residing within the campus. Applications are invited from suitably qualified, retired or experienced doctors who can provide dedicated medical care.

## 1. POSITION DETAILS

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| **Name of Post** | Lady Medical Officer (LMO) |
| **Number of Posts** | 01 (One) |
| **Nature of Engagement** | Purely on CONTRACT BASIS |
| **Place of Work** | IIITDM Kancheepuram Campus,<br>Chennai – 600 127 |

## 2. ESSENTIAL QUALIFICATION & EXPERIENCE

- MBBS degree from a Medical College / University recognised by the National Medical Commission (NMC) / erstwhile Medical Council of India (MCI), with a valid and current registration with the State Medical Council / Indian Medical Register.
- A minimum of **10 (ten) years** of post-qualification experience in clinical practice / general medicine in a recognised hospital or institutional health centre.

## 3. DESIRABLE

- Familiarity with management of a campus dispensary / health centre, basic diagnostics, maintenance of medical records and health-related administrative coordination.

## 4. AGE LIMIT

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| **Minimum Age** | Above 45 years |
| **Maximum Age** | 63 years |

## 5. DUTY HOURS & NATURE OF DUTIES

The Lady Medical Officer shall attend the Institute Health Centre during the following hours:

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| **Days** | Monday to Friday |
| **Timings** | 05:00 PM to 07:00 PM (2 hours) |

**INDICATIVE DUTIES AND RESPONSBILITIES:**

- Providing primary medical care, consultation, diagnosis and treatment to female students, faculty and staff and their family members at the campus Health Centre.

## 6. HONORARIUM

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| **Honorarium** | **₹ 2,500/- per visit (Rupees two thousand five hundred only).** |

## 7. TENURE / TERM OF ENGAGEMENT

The engagement shall initially be for a period of one (1) year. Based on satisfactory performance and continued requirement, the contract may be extended on yearly basis for a further period.

Continuation / extension shall be at the sole discretion of the Institute and subject to annual review of performance, conduct and medical fitness.

## 8. SELECTION PROCESS

- Selection will be made on the basis of an interview / interaction before a duly constituted Selection Committee.
- Only shortlisted candidates fulfilling the eligibility criteria will be called for the interview. Mere fulfilment of the minimum eligibility does not confer any right to be shortlisted or selected.
- Candidates called for interview must bring all original certificates / documents for verification along with one set of self-attested photocopies.
- No TA / DA will be paid for attending the interview.

## 9. HOW TO APPLY

Eligible candidates may submit their application as per format attached by e-mail to **recruit@iiitdm.ac.in**, along with copies of certificates relating to qualification, NMC / State Medical Council registration, experience, date of birth and a recent passport-size photograph, so as to reach the Institute on or before the last date.

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| **Mode of Application** | By e-mail to **recruit@iiitdm.ac.in** |
| **Last Date** | **10.12.2026** |
| **Subject Line** | **“Application for the post of Lady Medical Officer (On Contract)”** |

## 10. GENERAL TERMS & CONDITIONS

1. The engagement is purely temporary and on contract basis. It does not confer any right or claim for regularisation / absorption into the regular establishment of the Institute.
2. The candidate must be medically fit to perform the duties of the post and shall, if required, produce a medical fitness certificate.
3. Canvassing in any form will lead to disqualification.
4. Incomplete applications, applications without supporting documents, or those received after the last date are liable to be rejected.
5. Any dispute arising out of this engagement shall be subject to the jurisdiction of courts at Chennai, Tamil Nadu.

**Registrar**
IIITDM Kancheepuram

# INDIAN INSTITUTE OF INFORMATION TECHNOLOGY, DESIGN AND MANUFACTURING (IIITDM) KANCHEEPURAM

| **APPLICATION FOR THE POSITION OF LADY MEDICAL OFFICER (LMO) ON CONTRACT AT IIITDM KANCHEEPURAM** | Affix recent passport-size photograph of self |
|---|---|

| | |
|---|---|
| 1. Name in full and address for correspondence (in BLOCK letters) | |
| 2. Mobile No. | |
| 3. Email address | |
| 4. Aadhaar Card No. | |
| 5. PAN No. | |
| 6. Date of Birth (Christian era) and age as on closing date of application | |
| 7. (a) Name & address of Hospital / organisation serving now/ last served | |
| (b) Designation | |
| 8. Medical degree qualifications (Degree / Post-graduation etc.) | |
| 9. Details of NMC / State Medical Council Registration | |

10. Details of employment, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient.

| **Hospital / Organisation** | **Monthly Pay drawn/Pay level (in case of Govt/Autonomous bodies)** | **Period of Service – From** | **Period of Service – To** | **Nature of appointment (regular / Contract)** | **Nature of duties & brief details of work performed** |
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**11. Additional information, if any, which you would like to mention in support of your suitability for the post (enclose a separate sheet, if required):**

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**12. Awards/Prizes won, if any:**

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## DECLARATION

I hereby declare that the particulars furnished above are true and correct to the best of my knowledge and belief. I understand and agree that in the event of any information being found false or incorrect / incomplete, or ineligibility being detected at any time before or after selection, my candidature is liable to be rejected and I shall be bound by the decision of the Institute. I have read this notification and am willing to accept all the terms and conditions for engagement on contract basis.

| | |
|---|---|
| Place: _____<br><br>Date: _____ | (Signature of Candidate) |

**CLOSING DATE OF APPLICATION: 10.12.2026**

**APPLICATION TO BE SENT BY E-MAIL TO : recruit@iiitdm.ac.in**