



GOVERNMENT OF WEST BENGAL
OFFICE OF THE PRINCIPAL
DEBEN MAHATA GOVERNMENT MEDICAL COLLEGE & HOSPITAL
Vill.:Hatuara, P.O.:Vivekananda Nagar, P.S.:PuruliaMuffasil,PIN: 723 147
dmgmch.edu.in; prinpuruliagmch@gmail.com

Memo No: DMGMCH/PRL/

Dated: March , 2022

CIRCULAR

Sub: Circular inviting application for the post of Principal/Director in Medical Teaching Institution under the control of Directorate of Medical Education as circulated by the Directorate of Medical Education

This is to inform all concerned that a circular inviting applications for the post of Principal/Director in Medical Teaching Institutions under the control of Directorate of Medical Education vide no. HF/O/MA(MES)/ME/ID-48-10/M/651(27) dated Kolkata the 29th March, 2022 has been circulated & received in the office of the undersigned.

According to the above, the post of the Principal/Director in two(02) Medical Teaching Institution in the cadre of WBMES of have fallen vacant due to retirement on superannuation & transfer and another four (04) will fall vacant by 31/12/2023. Therefore the Directorate of Medical Education has decided to invite applications from the willing Medical Teachers of WBMES who fulfil the eligibility criteria as on the date of publication of this circular for filling up the aforesaid post.

In this regard all eligible interested Medical Teachers of this institution are hereby directed to fill in the attached proforma & get it forwarded by the undersigned & submit to the establishment section latest by 4th April, 2022 for onward transmission to the directorate of Medical Education, the last date of which is 8th April, 2022 afternoon by 5pm.

Principal

**Deben Mahata Government Medical College & Hospital
Purulia**

Encl: Circular inviting application for the post of Principal/Director in Medical Teaching Institution under the control of Directorate of Medical Education vide no. HF/O/MA(MES)/ME/ID-48-10/M/651(27) dated Kolkata the 29th March, 2022 with attached proforma.

Memo No: DMGMCH /PRL/ 277/A/1 (5)

Dated: March 29 , 2022

Copy forwarded for information & necessary action to:

1. **The MSVP, DMGMCH, Purulia**
2. **All HODs, DMGMCH, Purulia** with directions to circulate among all Medical Teachers of their respective departments
3. **Notice Board, DMGMCH, Purulia**
4. **Website, DMGMCH, Purulia**
5. **Office/Guard File**

Principal
Deben Mahata Government Medical College & Hospital
Purulia

**Deben Mahata Government Medical College & Hospital
Purulia**

Government of West Bengal
Department of Health and family Welfare
Directorate of Medical Education
Swasthya Bhawan,
GN-29, Sector -V, Salt Lake, Kolkata-700091

No. HF/O/MA(MES)/ME/ID-48-10/M/ 651(27)

Dated, Kolkata the 29th March-2023

1. From: Director of Medical Education, West Bengal;
2. Principal, Medical College, Kolkata R G Kar Medical College, Kolkata / CNMC, Kolkata / NRS Medical College, Kolkata / Malda Medical College, Malda / Murshidabad Medical College, Berhampore, Murshidabad / North Bengal Medical College, Susratnagar, Darjeeling / Burdwan Medical College, Burdwan / Bankura Sanmillani Medical College, Bankura / College of Medicine & Sagore Dutta Hospital, Kamarhati / CSS, Kolkata / Dr B C Roy Postgraduate Institute of Pediatric Sciences, Kolkata / ID & BG Hospital, Kolkata, Deben Mahata Government Medical College, Purulia, Prafulla Chandra Sen Government Medical College, Arambagh, Rampurhat Government Medical College, Rampurhat, Tamrolipto Government Medical College, Tamluk, Barasat Government Medical College, Barasat, Jhargram Government Medical College, Jhargram, Sarat Chandra Chattopadhyay Government Medical College, Uluberia, Jalpaiguri Government Medical College, Jalpaiguri.
3. Director, IPGME&R / ICVS, SSKM / ICVS, R G Kar Medical College & Hospital / RIO / BIN, Kolkata / IHTM, Kolkata / STM, Kolkata.

Subject: Circular inviting applications for the post of Principal/ Director in Medical Teaching Institutions under the control of the Directorate of Medical Education

Sir/Madam,

This is to state that posts of Principal / Director in two (02) Medical Teaching Institution in the cadre of WBMEs have fallen vacant due to retirement on superannuation and transfer and another four (04) will fall vacant by 31.12.2023.

The method of recruitment shall be governed by the West Bengal Medical Education Service (Recruitment to the teaching-administrative posts of Principals in different State Medical Teaching Institutions) Rules, 2011.

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- A. Method of Recruitment to such post would be by way of selection from the feeder post of Professor, of any Discipline, in the cadre of West Bengal Medical Education Service (For the post of Principal, Dr B C Roy PGIPS, Kolkata professorship in Paediatric Medicine and paediatric surgery is essential. For the post of the Principal, Chittaranjan Seva Sadan, Professorship in Gynaecology & Obstetrics or Paediatric Medicine is essential and for the post of Principal, IDBG, Professorship in General Medicine, Community Medicine, Paediatric Medicine, Microbiology is essential).
- B. The Qualification for the aforesaid post would be:-

Essential Qualification: MBBS degree included in any of the schedules of the Indian Medical Council Act, 1956 (102 of 1956) and recognised Postgraduate degree in accordance with the 'Minimum Qualifications' for Teachers in Medical Institutions Regulations, 1998 framed by the Medical Council of India and which are included in First Schedule, Second Schedule or Third Schedule of the Indian Medical Council Act, 1956 (102 of 1956), with a minimum of Ten (10) Years Teaching Experience as Professor and Associate Professor taking together, out of which at least five (05) years shall be as a Professor of a Discipline.

Some important points regarding submission of the application for the said posts are mentioned below:

1. This Department has decided to invite applications from the willing Medical Teachers WBMES, who would fulfill the **eligibility criteria as on the date of publication of this circular** for filling up the aforesaid posts.
2. The Principals / Directors must ensure that the candidate is eligible for the post of Principal/ Director. The Principals / Directors are requested not to forward applications of ineligible candidates.
3. This is required to be circulated among all Medical Teachers in the Institution along with the annexed proforma among the eligible Medical Teachers of the Institution and the filled in proforma should be duly forwarded by the Head of the Institute with utmost priority to the Office of the undersigned by ...^{8th} April, 2022 afternoon by 05:00 PM. The documentary evidences regarding serving this circular to all concerned must be kept in the Office of the Principal / Director and be sent to the Office of the DME, West Bengal, whenever called for.
4. The Principals/Directors must verify the information submitted by the applicant regarding experience, seniority, academic career, publications (as per latest NMC guidelines) and self

appraisal are true from the service book, original mark sheets and certificates and other relevant documents as may be applicable.

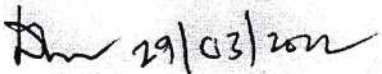
5. The photocopies of submitting the Declaration of Assets for the last three years i.e. 2019, 2020 & 2021 should also reach this end along with the application.

6. Selected candidates shall be liable to be transferred to any Medical Teaching Institution in West Bengal.

7. No benefits / claims for any qualifications / experiences shall be admitted unless the same are supported by authenticated documentary evidence.

The West Bengal Medical Education Service (Recruitment to the teaching-administrative posts of Principals in different State Medical Teaching Institutions) Rules, 2011 is annexed herewith.

Necessary action may be taken accordingly.

 29/03/2022

Director of Medical Education
West Bengal.

Proforma for application for the post of Principal of State Medical Institutes in the Cadre of West Bengal Medical Education Service

Proforma that is to be pre-filled up, authenticated by the concerned controlling authority and submitted to the Office of Director of Medical Education, West Bengal

1. Name
2. Date of Birth:
3. **Registration Number / Name of the Medical Council:**
4. Date of joining in WBHS: PSC: _____ / Adhoc: _____.
5. Date of joining in WBMES: PSC: _____ / Walk-in-Interview: _____. Exercising Option: _____
6. Address for communication with telephone number / **mobile phone number** / e-mail number / fax number (as expedient):
7. Present designation and name of the Institution:
8. Date of Joining in present post:
9. Academic records:

Name	University / Board	Year of Passing / Date of publication of result
MBBS		
Post- Graduate Degree		
Postdoctoral Degree		
Any other Qualification(s)		

10. Details of experience as Medical Teacher in Medical Teaching Institutions of the WBMES:
[Information must be substantiated by corroborative documentary evidences]

Serial Number	Capacity in which served in the WBMES / WBHS (in the unified cadre)	Period (dates) of service (Adhoc):		Period (dates) of service (on regular basis)	
		From	To	From	To
1.	Demonstrator / RMO Cum CT				
2.	Lecturer				

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Serial Number	Capacity in which served in the WBMES / WBHS (in the unified	Period (dates) of service (Adhoc):	Period (dates) of service (on regular basis)
3.	Assistant Professor		
4.	Reader		
5.	Associate Professor		
6.	Professor		
8.	Others		

11. Details of Administrative Experience with places of posting in WBHS and in WBMES

Serial Number	Administrative Capacity in which served in the WBHS and WBMES and places of posting (to be authenticated by the Principal / Director after verification from the Service Book)	Period (dates) of service	
		From	To
1.			
2.			
3.			

12. Details of research publications published in Journals of National level Academic Bodies / Indexed Journals (excluding those in conference issues / proceedings, abstracts, review articles). The details should include name of the article, name of the journal, year of publication, month of publication, volume number. Attach extra sheets as per the following format, if necessary.

	Title of the article	Name of the Journal in full	Year of publication	National/ International	Names of all authors
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					

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13. Details of any Training Reserve availed / break of service, extra-ordinary leave, Dies-non, absence yet to be regularized.
14. Details of any disciplinary proceedings or punitive measures taken against.
15. **Self Appraisal:** A detailed account of Academic, Clinical (as may be applicable), managerial / administrative Service and Research performance during the last two years as the case may be. (This self appraisal declaration should be made in separate sheets and must be documentable and authenticated by the HOD and Head of the Institution).
16. Whether attested receipted copy of up-to-date declaration of assets as stood on 1st January for the year 2015, 2016 and 2017 enclosed or not.
17. Any other relevant information or extra-curricular activities.

Declaration

I hereby solemnly declare that the information furnished above are based on material records and are true to the best of my knowledge and belief. If any information furnished or any part of it is found to be incorrect, then, I verily believe and understand that my candidature for recruitment to the post of Principal in the cadre of WBMES is liable to be cancelled without any further intimation to me. I further declare that I have read and fully understood the general information and instructions to candidates (as indicated in serial numbers 1 to 13 in the circular Annexure to Memo No. HF/O/MA(MES)/ME/ID-48-10/M/..... Dated, Kolkata the, and agree to abide by the same.

Date & Place
Designation

Signature of the Applicant and

Certified that the Service particulars have been verified by me from the service book, and all academic records have been verified by me from original mark sheets / certificates etc, and are found to be correct

Signature of the Controlling authority
With Official Seal