



HINDUSTAN PAPER CORPORATION LTD

(A Government of India Enterprise)

NAGAON PAPER MILL

KAGAJNAGAR - 782 413

Hindustan Paper Corporation Limited (HPC), a Schedule-A Miniratna Category-I CPSE, with its Headquarters at Kolkata and 4 manufacturing units – two directly managed mills in Assam and one each in Kerala and Nagaland managed through Subsidiaries – with an annual installed capacity of 2 lakh tonnes of writing and printing paper and 1 lakh tonne of newsprint. HPC is on the look out for the following professional for its operating Mill at Nagaon Paper Mill.

A. HPC Limited intends to hire Staff Nurse on contract basis purely for temporary requirement. The contract would be a minimum period of 2(two) year, extendable further depending upon requirement and the satisfactory performance of the individual. The details are given below.

Post	Projected Requirement	Educational Qualification	Post Qualification Experience as on 01.09.2016
Staff Nurse on contract basis	01	Auxiliary Nurse-Cum Midwife(one & half years course)	2 (two) years

B. Remuneration and other facility:

- A consolidated monthly retainership fee of Rs 17,960/- plus other applicable facilities.
- Unfurnished Company accommodation on payment of license fee and consumed power charge
- Casual Leave - 12 days in a year
- Earn Leave - 1 day for every 20 days of duty.
- Sick leave - 10 days in a year
- Medical Assistance - Hospital treatment to spouse and dependent children in Company's Hospital only. No reimbursement of expenditure in any outside hospital is allowed. On account of domiciliary treatment for self and family, reimbursement shall be limited to one month's consolidated retainership fee in a year.
- Reimbursement of conveyance expenses for maintaining vehicles as admissible to our permanent employees of equivalent rank or Local Travel Expenses (LTE) as per rules of the Company.

C. Nature of duty & Responsibilities of Staff Nurse

1. Providing nursing care to Indoor patient and maintain their records.
2. Supervision of the duties of female attendants, ward boys and sweepers including cleanness of Beds, wards, cabins and toilets.
3. Assist Sr. Matron in maintaining patients records & record of used medicine & injection in the register.
4. Any other works assigned by superior officer.

D. Candidates meeting the above criteria may appear with original mark sheets, certificates and photo copies of the same and 2 passport size photographs for a walk in Interview for engagement on contract basis as per the details given below:

Date	Interview Reporting time	Venue
20-10-2016	9AM	Administrative Building, NPM Kagajnagar

E. HPCL reserves the right to raise the minimum eligibility standards. HPCL also reserves the right to fill or not to fill all or any of the above positions and cancel/ restrict/ enlarge/ modify/ alter the recruitment/ selection process without any further notice or assigning any reasons whatsoever.

F. General Conditions:

- No TA/DA will be paid to the candidates for appearing in the interview.
- The engagement will not confer any right for regularization in HPC.
- The candidates must have command over the local language of Assam as well as English.
- The candidates should be of sound health and has to provide a fitness certificate from a Govt. registered medical practitioner at the time of joining in the prescribed format.
- Any dispute with regard to the recruitment against this advertisement will be under the jurisdiction of Guwahati district court only.

DGM (HR&ES)

Employment Notice No. 01/10/2016