



**MUNICIPAL CORPORATION OF GREATER MUMBAI**

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**LOKMANYA TILAK MUNICIPAL GENERAL HOSPITAL &  
MEDICAL COLLEGE SION, MUMBAI 400 022.**

**NO.L.T.H. /42173 /C.E.DATE- 25.03.22**



**OFFICE ORDER**

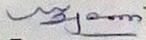
**Ref.:- AMC (WS) Sanction Under No. AMC/WS/2157/D, Date.20.10.2021.**

Appointment order for the post of Assistant Professor on contract Basis.

Dr. MULYE MANSI MANOJ who is selected for the Post of purely Assistant Professor wide Local Selection minutes under no. AMC/WS/2157/D, Date.20.10.2021 is appointed as Assistant Professor (contract Basis) on Rs.1,00,000/- fixed per month in the department of OCCUPATIONAL THERAPY at L.T.M.Medical College from DT.15.03.2022 Without prejudice to seniority of others if any on the terms and conditions on contract basis as per following terms & conditions:-

- 1.\*a) His/Her appointment is on contract Basis for a period not exceeding 30-days/4 months (120 DAYS) at a time.  
\*b) If the appointment is on temporary post, the same is likely to be discontinued on Discontinuation of the post.  
\*c) He/She should deposit an amount equal to one month's salary (Basis pay plus all Allowances excluding C.A) for the post to which he/she is appointed as per rules. The deposit amount refundable on resigning the job or if discontinued.
2. This a full time appointment and involves:-
  - i) Taking lecturers for under graduate students as per the time table notified from time to time.
  - ii) Conducting tutorial classes.
  - iii) Periodical grading and testing of students.
  - iv) Arranging the teaching programmed for the terms in consultation with Head of the Department and Dean including attendance, stay etc. at rural & Urban Health Centers.
  - v) Supervision of practical classes, demonstrations, departmental library, maintenance of costly instruments received in the department, experimental and clinical work done in the department and periodical checking of stores, muster, deadstok, register, etc. and any other work in the department as will be assigned by the professor, Head of the Department and Dean.
  - vi) Supervision over the students and instructions to the students in ward.
  - vii) He/she will have to attend teaching and examiner ship assignment etc. given by the university of Mumbai
3. Being associated with this teaching institution he/she will endeavor to take part in the extra-curricular activities of the institutions such as conducting research, publication of scientific papers, conference/workshop/seminars etc.
4. He/She will attend to any work assigned by superior authorities.
5. He/She 'on call' must keep senior informed about his/her where about so that he/she can be conducted easily.

6. He/She should wear white coat apron while on duty in wards, Laboratories and O P D.
7. He/She should behave politely with patients, their relative's members of the hospital staff and visitors.
8. He/She is directed to attend any meeting that may be convened by the Dean/Asstt. Dean/ A.M.O. /Sr. Professors/ Head of the department/ Associate Professor for which he/she is invited.
9. His/her duty hours will be according to the working of the department where he/she is posted and the convenience of the department. This includes rotation to peripheral hospital.
10. The post in which he/she has been appointed as a full-time one and he/she will have to Department, superiors and Dean as the case may be.
11. He/She should not connected with any other institution without the prior permission of the competent authority.
12. He/She will not be allowed private practice of any kind.
13. He/She will be governed by "The Municipal Servant conduct and Discipline Rules" as modified from time to time. A copy of the rules will be available for perusal with the office Establishment Section.
14. He/She will be directed to sign the muster the roll regularly at the prescribed time of attendance failing which he/she will be treated as absent from duty. Any unauthorized absence shall be treated either as leave without pay or absence without leave at the discretion of the administration.
15. He/She must not take part in any strike or carry out any such activity which will Directly or indirectly causes hardship to the patients attending the Municipal Hospital and thus dislocate the health service of the Municipal Corporation Greater Mumbai.
16. He/She is transferable to other Municipal Institution (Including Peripheral Hospital) if necessary.
17. The appointment is made subject to passing of MS-CIT examination.
18. Candidate must submit bond on stamp paper of Rs.100/- INR in Prescribed format along with legal charges as applicable.

  
Dean 25/3/2022

Lokmanya Tilak Municipal  
General Hospital, Sion, Mumbai-22