



Employment Notice

Shri Mata Vaishno Devi Shrine Board Katra (Shrine Board), a statutory autonomous authority, is running a 230 bedded Superspeciality Hospital at Kakryal, Katra on PPP model. The Hospital is managed by Narayana Vaishno Devi Superspeciality Hospital Pvt. Ltd. (a unit of Narayana Health Bengaluru) as per Concession Agreement entered with them by the Shrine Board. The Shrine Board seeks to appoint **Chief Administrative Officer** in the said project Hospital of the Board and invite applications from experienced candidates as per details below:

Job Responsibility:

- Supervise and monitoring, functioning of Shri Mata Vaishno Devi Narayana Superspeciality Hospital as per provisions of the Concession Agreement.
- Supervising and monitoring of SMVD College of Nursing as Administrator.
- Implementation of Medical policy of the Board for providing benefits to identified categories of patients.
- Any other works assigned by the Board authorities from time to time.

Qualification:

Essential:

- MBBS Degree from an Institution duly recognized by Medical Council of India (MCI) with Post Graduate Degree/Diploma in Health Administration/ Hospital Administration from a recognized University.
- Exceptional business managers with MBBS Degree from an Institution duly recognized by Medical Council of India (MCI) having good exposure in Health administration may also apply.

Preferable:

- Should have preferably worked in Administrative capacity like Chief Medical Officer of a District/ Medical Superintendent of a large hospital or equivalent position in any Corporate Hospital for more than 10 years.
- Knowledge of functioning of Superspeciality/ Multispeciality Hospitals.
- Having basic knowledge of understanding Financial Statements of a Company, Profit and Loss Accounts and Budgeting etc.

Desirable attributes:

- Should be vigilant, perspective and communicative.
- Should have disciplined approach and functioning.
- Enjoys reputation of being a person of integrity.
- Positively oriented to work.

Remuneration:

- Consolidated Rs. 18 lakhs per annum (negotiable) with furnished accommodation.

Others:

- Interested candidates may send their resume by or before **20 December 2016** to dyceoak@maavaishnodevi.net through email or by post to the **Dy. Chief Executive Officer (AK), Central Office, Shri Mata Vaishno Devi Shrine Board, Katra-182311.**
- The short listed candidates shall be invited for personal interaction by the Search Committee constituted for this purpose. For any other further clarification, queries can be addressed to the following:
- **Address:- Dy. Chief Executive Officer (AK), Central Office, Shri Mata Vaishno Devi Shrine Board, Katra-182311.**
Phone No: 01991-232769, 9906066666
E-Mail: dyceoak@maavaishnodevi.net.

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(Dr. Arvind Karwani), KAS
Dy. Chief Executive Officer

Adv. No: 36/ 2016
Dated: - 03 -12 - 2016