



**RESERVE BANK OF INDIA, CHENNAI**  
**Human Resource Management Department**

**Engagement of Part-time Pharmacist on contract basis with Fixed Hourly remuneration at RBI, Chennai**

Reserve Bank of India, Chennai (herein after referred to as 'the Bank') invites [applications](#) from eligible candidates for filling up of one (01) part-time Pharmacist post (Unreserved category) on contract basis with fixed hourly remuneration for a maximum period of 240 days which may be renewed subject to satisfactory performance of the Pharmacist.

(ii) Interested & eligible candidates may apply as per the format given in [Annex-I](#) only. Application in a sealed cover along with photocopies of certificates of Professional/Academic/Other qualifications, caste certificate, experience certificate, age proof etc. should reach the **Regional Director, Human Resource Management Department, Recruitment Section, Reserve Bank of India, No.16, Rajaji Salai, Fort Glacis, Chennai – 600 001 on or before 17:30 hrs. of July 26, 2024 (Friday)**. The sealed cover should be super-scribed as '**Application for the post of part-time Pharmacist on contract basis with fixed hourly remuneration**'.

(iii) Candidates are advised to thoroughly read this advertisement and satisfy themselves about their eligibility before submitting the application.

(iv) **Corrigendum:** Please note that Corrigendum, if any, issued on the above advertisement, shall be published only on the Bank's website [www.rbi.org.in](http://www.rbi.org.in).

(v) Applications not in the prescribed format or not accompanied with copies of requisite documents/ certificates will be summarily rejected.

**2. Eligibility Criteria:**

**a) Educational qualification:**

- i. SSLC/Matriculation or its equivalent examination.
- ii. Applicant should possess minimum qualification of Diploma in Pharmacy from recognized University registered under Pharmacy Act 1948.
- iii. Applicant having Bachelors' degree (B. Pharm) in Pharmacy can also apply for this post.

**b) Experience:**

- i. Applicant should be registered with State Pharmacy Council.
- ii. Minimum experience of two (02) years as a pharmacist. Experience with PSB's/ PSU's /Government organization will be given preference.
- iii. Applicant should possess basic working knowledge of computer.



### 3. Remuneration, duty hours and other conditions:

- i. Pharmacist will be paid a fixed remuneration at the rate of ₹400/- per hour with a maximum period of five (05) hours per day, not exceeding maximum of ₹2000/- per day and will not be entitled to any pay, allowance or any other perks/facilities.
- ii. The offer of engagement shall be for a maximum period of 240 days at a stretch and purely on contractual basis which may be renewed subject to satisfactory performance of the Pharmacist.
- iii. The Bank reserves the right to allocate any dispensary, at its discretion, located within Chennai. The empanelled Pharmacists may be attached to any one or more dispensaries of the Bank, as per the requirement of the Bank. The decision of the Bank shall be final, and the Bank will not entertain any correspondence in this regard.
- iv. **The services rendered by the Pharmacist shall not confer on him/her any right for a temporary or permanent post in the Bank's service.**
- v. The Pharmacist shall not be a regular employee of the Bank and shall not be entitled to any facility admissible to regular employees of the Bank.
- vi. The Bank reserves the right to stop utilizing the services of the Pharmacist at any time without any notice or reason thereof.
- vii. The Pharmacist must comply with and obey all orders and directions, which may from time to time be issued by an employee of the Bank under whose jurisdiction, superintendence and control, he/she will be placed.
- viii. The Pharmacist must maintain strict secrecy regarding the Bank's affairs and serve the Bank honestly and loyally with high integrity.
- ix. Whenever necessity arises, the Pharmacist shall be required to work in any of the Bank's dispensaries at Chennai during the working hours of that dispensary and remuneration shall be paid depending upon the number of hours, for which the services of the Pharmacist shall be utilized by the Bank.

### 4. Modalities of Selection:

- i. Candidates will be shortlisted on the basis of overall educational qualifications (PG/Degree/Diploma), distance of residence from various Bank's dispensaries, experience with PSBs/PSUs/Government organizations etc.
- ii. The Bank will conduct an interview for the shortlisted candidates. The Bank reserves the right to raise the minimum eligibility standards etc. in order to limit the number of candidates to be called for the interview. The decision of the Bank in this regard shall be final. Mere fulfilling of the eligibility criteria does not entitle the candidates to be called for Interview.



- iii. Candidates shortlisted after the interview shall be subjected to medical examination and document verification process before engagement as pharmacist on contractual basis. Please note that the cost of medical tests shall have to be borne by the applicants themselves. No TA/HA & any other allowances shall be paid for attending the interview.
- iv. Candidates selected for the post will be engaged subject to them being found medically fit, completion of verification of documents and acceptance of Terms and Conditions of Contract and Code of Conduct ([Annex-II](#)).
- v. The decision of the Bank in this regard shall be final and the Bank will not entertain any correspondence in this regard.
- vi. The selected candidate has to sign an agreement with the Bank before engagement as Pharmacist (on Contract basis) with fixed hourly remuneration.



Annex - I

**APPLICATION FORM**

**Application for Engagement as Part-time Pharmacist  
on Contract Basis with Fixed Hourly Remuneration  
Reserve Bank of India, Chennai**

Affix recent  
Self- attested  
passport size  
photograph

|   |  |  |                          |                          |                          |                          |
|---|--|--|--------------------------|--------------------------|--------------------------|--------------------------|
| 1 | Name in full Shri/Smt./Ms.<br>(to be given in block letters) |  |                          |                          |                          |                          |
| 2 | Father /Husband's<br>Name:                                   |  |                          |                          |                          |                          |
| 3 | (a) Residential Address:                                     |  |                          |                          |                          |                          |
|   | (b) Contact No.:   | Landline:  | Mobile:                  |                          |                          |                          |
|   | (c) E-mail ID:   |  |                          |                          |                          |                          |
| 4 | Date of Birth:   | D D M M Y Y Y Y<br><input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> |                          |                          |                          |                          |
|   | Age (as on July 01, 2024) :                                  | ____ years ____ months ____ days   |                          |                          |                          |                          |
| 5 | Place of Birth and Domicile                                  |  |                          |                          |                          |                          |
| 6 | Category<br>(Tick (√) the appropriate box)                   | SC   | ST                       | OBC                      | EWS                      | GEN                      |
|   |  | <input type="checkbox"/>   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 7 | Nationality:   |  |                          |                          |                          |                          |



| Educational Qualifications  |   |                                      |                                       |            |
|---|---|--------------------------------------|---------------------------------------|------------|
| 8   | Examination Passed                            | Year of Passing                      | University/ Board                     | Percentage |
| a)  |   |                                      |                                       |            |
| b)  |   |                                      |                                       |            |
| c)  |   |                                      |                                       |            |
| d)  |   |                                      |                                       |            |
| Particulars of any other course in medicine completed by the applicant                      |   |                                      |                                       |            |
| 9   | Course Name                                   | Institute                            | Year of Completion                    |            |
| a)  |   |                                      |                                       |            |
| b)  |   |                                      |                                       |            |
| Details of experience<br>(Only Experience gained after diploma/graduation should be stated) |   |                                      |                                       |            |
| 10  | Experience                                    | Name of Organization/Clinic/Hospital | Period of engagement<br>(From and to) |            |
| a)  | As Pharmacist in Hospital<br>(Govt./Private)  |                                      |                                       |            |
|   |   |                                      |                                       |            |
| b)  | As Pharmacist in PSBs/PSUs/Govt. Organization |                                      |                                       |            |
|   |   |                                      |                                       |            |
| c)  | As General Pharmacist                         |                                      |                                       |            |
|   |   |                                      |                                       |            |



|           |   |  |
|-----------|---|--|
| <b>11</b> | Any other factors which the applicant would like to bring into account for considering his/her application. |  |
|-----------|---|--|

I hereby declare that the information and particulars given by me in this form are true and correct. I understand that if at any stage, it is found that any information given in this application is false/ incorrect or that I do not satisfy the eligibility criteria according to the Bank, my candidature/ appointment is liable to be cancelled/ terminated without notice or compensation in lieu of notice. I have read and understand the stipulations given in the advertisement and hereby undertake to abide by them.

(Signature of the applicant)

Place:

Date:

### **Instructions**

1. All the details in the Application Form are to be filled up completely by the applicant.
2. Applications which do not contain the full particulars called for are liable to be rejected.
3. Self-attested copies of relevant certificates regarding age, educational qualifications, experience certificate, caste certificate, copy of registration certificate issued by State Pharmacy Council etc. should be attached/enclosed with the application. Candidate must complete the application in all respects including pasting of photograph.
4. The experience certificate submitted by the applicant must contain the details of duty hours and the nature of duty.
5. If the candidate is working as a Pharmacist for any institution, the details thereof and working hours therein should be indicated.
6. The candidate working as Pharmacist for any institution should also submit No-objection certificate during the time of the interview.
7. Incomplete application in any respect will be rejected and no correspondence will be entertained by the Bank in this matter.



## Annex - II

### Code of Conduct for engaging services of Pharmacists on hourly basis on fixed remuneration

1. Every Pharmacist shall observe, comply with and obey all orders and directions which may from time to time be given to him/her by any person or persons under whose jurisdiction, superintendence or control he/she may for the time being be placed.
2. Every Pharmacist shall maintain the strictest secrecy regarding the Bank's affairs and the affairs of its constituents and shall not divulge, directly or indirectly, any information of a confidential nature either to a member of the public or of the Bank's staff, unless compelled to do so by judicial or other authority, or unless instructed to do so by a superior officer in the discharge of his/her duties.
3. Every Pharmacist shall serve the Bank honestly and faithfully and shall use his/her utmost endeavours to promote the interests of the Bank and shall show courtesy and attention in all transactions.
4. No Pharmacist shall take an active part in politics or in any political demonstration or stand for election as member for a Municipal Council, District Board or any Legislative Body.
5. No Pharmacist shall become or continue to be a member or office-bearer of, or be otherwise directly or indirectly associated with, any Trade union or a Federation of such Trade union or resort to, or in any way abet, any form of strike or participate in any violent, unseemly or indecent demonstration in connection with any matter pertaining to his/her terms and conditions of contract.
6. No Pharmacist may contribute to the press anything relating to the affairs of the Reserve Bank of India without the prior sanction in writing from the Bank or publish any document, paper, or information which may come into his/her possession in his/her capacity as Pharmacist engaged by the Bank.
7. A Pharmacist shall not solicit or accept any gift from any employee.
8. A Pharmacist shall not absent from his/her duties without the permission from the **Bank** and making alternate arrangement acceptable to the **Bank** during his/her absence. Such alternate arrangement shall not exceed five days at a time.
9. A Pharmacist shall not outsource his/her service to the Bank.



10. A Pharmacist shall –

- a. strictly abide by any law relating to intoxicating drinks or drugs in force in any area in which he/she may, for the time being, happen to be.
- b. not be under the influence of any intoxicating drink or drug while on duty and shall also take care that performance of his/her duties at any time is not affected in any way by the influence of such drink or drug.
- c. refrain from consuming, in a public place, any intoxicating drink or drug.
- d. not appear in a public place in a state of intoxication.
- e. not use any intoxicating drink or drug to excess.

**Explanation:** The term "public place" would include clubs even exclusively meant for members where it is permissible for the members to invite non-members as guests, bars and restaurants, public conveyances and all other places to which the public have or are permitted to have access, whether on payment or otherwise.

11. No Pharmacist shall indulge in any act of sexual harassment of any woman employee at work place.

**Explanation:** For this purpose, "Sexual Harassment" shall include such unwelcome sexually determined behaviour, whether directly or by implication as: -

- a. Physical contact and advances,
- b. Demand or request for sexual favours,
- c. Sexually coloured remarks,
- d. Showing pornography,
- e. Any other unwelcome physical, verbal or non-verbal conduct of a sexual nature.

12. The contract is liable to be terminated if a Pharmacist is arrested for debt or on a criminal charge or is detained in pursuance of any process of law.

13. Pharmacist shall neither give, solicit or receive nor shall offer to give, solicit or receive, any gift, gratuity, commission or bonus in consideration of or return for referring, recommending or procuring of any patient for medical, surgical or other treatment. A Pharmacist shall not directly or indirectly, participate in or be a party to act of division, transference, assignment, subordination, rebating, splitting or refunding of any fee for medical, surgical or other treatment.

14. The provision at para 13 above shall apply with equal force to the referring, recommending or procuring by a **pharmacist or any person**, specimen or material for diagnostic purposes or other study/work.





15. The contract is liable to be terminated in case a Pharmacist commits a breach of the code of conduct of the Bank mentioned above or the terms and conditions of the contract accepted by him/her, displays negligence, inefficiency or indolence, or knowingly does anything detrimental to the interests of the Bank or in conflict with its instructions or is guilty of any other act of misconduct.