



MALABAR CANCER CENTRE

(an autonomous centre under Government of Kerala)
Thalassery, Kannur – 670 103, Ph: 0490 2355881, Fax: 0490 2355880

2098/19/Estt/MCC

16.02.2019


LIAISON OFFICER (on Contract basis)

Immediately requires a qualified person as LIAISON OFFICER for Malabar Cancer Centre, to carry out liaison works and to follow up various matters related to the Institution, in Secretariat and other Government Institutions at Thiruvananthapuram.

Details can be obtained from website of MCC

Application in the prescribed MCC form, with detailed biodata, attested copies of testimonials etc;- along with D.D. worth **Rs.500/- (Rs.150/- for SC/ST candidates)** favoring Director, Malabar Cancer Centre, Thalassery, payable at Thalassery, should reach the undersigned on or before **15.03.2019 till 4.30PM**. Application forms and details are available in www.mcc.kerala.gov.in

Notification:

	MALABAR CANCER CENTRE (an autonomous centre under Government Of Kerala) Thalassery, Kannur – 670 103, Ph: +91 490 2355881, e - mail: mcctly@gmail.com, www.mcc.kerala.gov.in
No.2098/19/Estt/MCC	16.02.2019
IMMEDIATELY WANTED LIAISON OFFICER (on contract basis)	
<p>Immediately requires a qualified person as LIAISON OFFICER for Malabar Cancer Centre, to carry out liaison works and to follow up various matters related to the Institution, in Secretariat and other Government Institutions at Thiruvananthapuram.</p> <p>Interested candidates may apply in the prescribed MCC form, should reach the undersigned on or before 15.03.2019 till 4.30pm. Application forms and details are available in www.mcc.kerala.gov.in</p>	
Sd/- DIRECTOR	



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APPLICATION FORM- LIAISON OFFICER (On contract basis)

Name	
Age & date of birth	
Address	
Phone number: Landline Cell Phone	
Email id	
Qualification	
Languages proficient in (reading, speaking and writing)	
Professional Record (Position, duration, section worked, Department and Office)	
Date of Retirement	
Current status	
Attributes (own assessment)	
Reference	

Name :

Signature with Date:

**EXPRESSION OF INTEREST INVITED FOR CARRYING OUT LIAISON WORKS
FOR MALABAR CANCER CENTRE, (MCC) THALASSERY.**

LIAISON OFFICER:

1. Qualification:

- Degree of any subject

2. Essential requirements:

- Above the age of 45 years and should be a resident of Thiruvananthapuram.
- Should be well verse with Government procedures and functioning of Government mechanisms especially offices in Government Secretariat.
- Should have worked in Government for a period of at least 5 years.
- Preference will be given to candidates retired from Government Secretariat, Thiruvananthapuram.

3. Job Profile:

- Should follow up the files of MCC in Government Secretariat and in other Government offices in Thiruvananthapuram and nearby regions.
- Should represent MCC in Government meetings, if requested by Director.
- Should help Administrative Department of MCC in preparing important Government communications and documents

4. Remuneration:

- Consolidated pay **Rs 25,000/- per month**

5. Method of Selection:

- Interview and assessment of Credentials

6. Period of appointment

- 6 months

7. Type of appointment:

- Contract basis

There will not be any claim for permanency or claim for any posts in MCC.

Interested candidates should apply in the prescribed MCC form, with detailed biodata, attested copies of testimonials etc;- along with D.D. worth Rs.500/- (Rs.150/- for SC/ST candidates) favoring Director, Malabar Cancer Centre, Thalassery, payable at Thalassery, should reach the undersigned on or before **15.03.2019 till 4.30pm**. Applications not complying with any of the above will be rejected.

The envelope containing application should be super scribed as “Application for the Post of Liaison Officer”.

**Sd/-
DIRECTOR**