

Medical Officer In Charge EMERGENCY

Conceptualized in the year 2004 as a philanthropic initiative for the Eastern and North-Eastern parts of India and the neighboring countries, the Tata Medical Center (TMC) started operations in Kolkata on May 16, 2011. The hospital is governed by a charitable trust – Tata Medical Centre Trust. It is an integrated Oncology facility with well-trained professional staff and equipped with modern facilities and the most contemporary medical equipment. The hospital was designed by Cannon Design, a renowned architectural firm from North America. It is located on 13 acres of land at New Town in Kolkata, West Bengal.

The hospital is an integrated Oncology facility with well-trained professional staff and equipped with modern facilities and contemporary medical equipment. The Hospital, with a capacity of 437 beds, serves all sections of the society, with 75% of the infrastructure earmarked for subsidized treatment for the underprivileged sections. It provides a wide spectrum of services from diagnosis and therapy to rehabilitation and palliative support. The Institution's objective is to excel in service, education and research.

TMCK has a 12 Bedded Emergency, functional round the clock

To fulfil the above objectives TMC invites applications for the position of Medical Officer in Charge-Emergency

Qualification: MBBS (any other Diploma/Training in Emergency Services/Admin desirable)

Experience – Minimum 10 years' Experience with at least 5 Years' experience in Emergency.

- To be overall in charge of the EMERGENCY(ER)
- To ensure smooth functioning of the ER
- To lay down protocols/pathways and SOPs for the ER and adherence to the existing ones
- To ensure triage and good quality patient care at ER
- To attend to the patients in the ER and ensure efficient services of the other MOs of the ER
- To ensure coordination with the Fellows/depts and the lab/radiology dept for fast management/decision of the patients at ER
- To ensure fast and appropriate disposal of patients coming to ER
- To create an efficient ER team of Doctors, Nurses, CCEs, HK, security and others for effective functioning of the dept with high standard of clientele satisfaction
- To ensure training of Doctors and all other staff of ER
- To attend to any grievances of the patients and attendants in the ER
- To ensure fast reaction to the code Blue in ER
- To ensure the handling of BD, as per protocol
- To ensure handling of all MLCs as per the TMC policies and Govt rules
- To attend to emergencies other than TMC /cancer patients, coming to ER and their disposal
- To look after the equipment/infrastructure and logistic support of the ER
- To ensure adherence of all TMCK policies, especially those pertaining to ER
- To ensure proper documentation and adherence to the guidelines of various Accreditations as applicable to ER
- To handle the Duty roster of the MOs and their leave relief

- To coordinate timely and complete billing, admission/discharge , disposal and counseling of the patients at ER
- To be able to perform and train the other MOs in the basic surgical and medical procedures like suturing, channeling, central line placement, intubation, BLS etc
- To adhere and ensure the compliance to Infection control measures of the hospital at ER
- To be available for consultation/guidance to the ER staff on essential and urgent matters pertaining to ER, on phone, during after hours

The remuneration will be commensurate with years of experience.

You may also Email or Post applications by 14th December 2025 to:

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