

Ref:- GIC-HO/HR/Medical_Ref/426/2025-26

31st July 2025**Appointment of Chief Medical Referee on Contract Basis**

General Insurance Corporation of India (GIC Re), the 'Indian Reinsurer' with a global footprint, invites applications from eligible Indian citizens for appointment to the post of Chief Medical Referee on contract basis for the Life Reinsurance Department. Interested candidates meeting the eligibility criteria may apply as per the procedure mentioned below.

Start Date of receiving application	31 st July 2025
Last Date of receiving application	17 th August 2025

Details of Post:

Post	No. of Vacancies	Age Limit	Contract Period	Location
Chief Medical Referee	1	Below 60 years	5 years (extendable based on performance and mutual consent)	Mumbai

Eligibility Criteria (as on 01.07.2025):**Nationality/Citizenship:**

Candidates must be either (a) a citizen of India, or (b) a subject of Nepal, or (c) a subject of Bhutan, or (d) a Tibetan refugee (who came over to India before 1st January 1962) with the intention of permanently settling in India or (e) a person of Indian origin, who have migrated from Pakistan, Myanmar (formally Burma), Sri Lanka, East African Countries of Kenya, Uganda, the United Republic of Tanzania (formerly Tanganyika and Zanzibar), Zambia, Malawi, Zaire, Ethiopia and Vietnam with the intention of permanently settling in India, provided that the candidate belonging to categories (b), (c), (d) or (e) above shall be a person in whose favor a certificate of eligibility has been issued by Government of India.

Educational Qualification:

- Master of Medicine (General/Internal Medicine) **or**
- Doctor of Medicine (Cardiology)

Work Experience:

- Minimum 10 years of clinical experience **and**
- Minimum 5 years of experience in insurance underwriting and claims.

Scope of Work:

- Provide expert medical opinion on underwriting and claims matters on each and every case.
- Conduct audits and inspections of underwriting/claims practices of GIC Re.
- Impart training to internal and external underwriters.
- Periodic review, update and modification of medical underwriting manuals / guidelines.
- Visit GIC Re HO minimum once every two calendar months or more frequently as required by department
- Attend Meetings/Seminars/Training Programs, if any, as and when advised by GIC Re.
- Any other related matter as may be advised.

Terms of Appointment:

- The contract will initially be for Five (5) years, extendable upon mutual agreement based on performance. The Corporation reserves the right to shortlist candidates for future appointment.
- The contract can be terminated by either party with one month's notice.
- No PF, Gratuity or other terminal benefits will be applicable.
- Selected candidates will not be entitled to any other perquisites or benefits.
- The applicants shall make own arrangements for his/her stay, and it shall not be incumbent on GIC Re to provide any residential accommodation.
- The applicant must not have any conflict of interest during his/her engagement with GIC Re. Any conflict of interest which may arise during his/her engagement with GIC Re must be immediately informed to GIC Re in writing.

Selection Procedure:

The selection process will comprise of:-

1. Preliminary screening and shortlisting based on the eligibility criteria, candidate's qualifications, suitability/ experience, etc. submitted with the applications.
2. After verification of the documents, if the candidate is found ineligible, his candidature will stand cancelled.
3. The venue, time and date of the interview will be informed to the shortlisted candidates by e-mail and candidates have to attend the same at their own cost. GIC Re reserves its right to change/ add/ cancel the date, time, center, venue, mode for the Interview and/or hold supplementary selection process on particular date / session / venue / center for set of candidates at its discretion, under unforeseen circumstances, if any. The changes, if any, shall be intimated to the candidates through GIC Re's website and/or candidate's registered e-mail in advance.

Mere eligibility, admission/qualification in Interview does not imply that the GIC Re is satisfied beyond doubt about the candidate's eligibility and it shall not vest any right in a candidate for selection. GIC Re would be free to reject the candidate's candidature at any stage of the recruitment process, if he/she is found to be ineligible and/or furnished incorrect or false information/ certificates/ documents or has suppressed any material facts. If appointed, such a candidate may be summarily removed from the services of GIC Re.

Important: The Interview may be held at the GIC Re's Head Office in Mumbai or virtually. While appearing for Interview, if called, the candidate should produce valid prescribed documents given below under How to Apply section. In the absence of documents, candidature of the candidates shall be cancelled. Corporation takes no responsibility to receive/ collect any certificate/remittance/ document sent separately.

Remuneration:

- Monthly Remuneration offered to shortlisted candidates will be ₹ 1,40,000/- per month with 10% annual increment.
- Actual expenses, if any, related to attending office at GIC Re's call, attending Seminars/Training Programs and any other similar assignments, as approved by GIC Re, shall be reimbursed in line with entitlement of Scale V Officer in GIC Re.
- Monthly remuneration shall be paid upon submission of the invoice.

How to Apply:

Interested and eligible candidates must apply by completing the following two steps:

1. **Step 1: Fill out the Google Form available at the link below:**
<https://forms.office.com/r/KuKEN7fUrD>
2. **Step 2: Email a single PDF file containing all required self-attested documents to:**
recruitment@gicre.in
Subject line: Application for the post of Chief Medical Referee

The PDF should include the following documents:

- **Resume**
- **Educational certificates and mark sheets**
- **Experience certificates**
- **Latest Salary Slip**
- **Aadhar Card**
- **PAN Card**

Important Notes:

- **No physical or standalone email applications will be accepted.**
- **Candidates must complete both steps: filling the form and sending the PDF.**
- **Incomplete applications or missing documents will lead to rejection.**

General Instructions:

- Applications received after the deadline will not be considered.
- The appointment shall be subject to satisfactory verification of credentials.
- GIC Re reserves the right to cancel or alter the recruitment process at any stage without assigning any reasons thereof.
- Canvassing in any form will lead to disqualification.
- Selection will be based on screening, qualifications, experience, and interview performance.
- Before applying, candidates should ensure that they fulfill the eligibility as on the cut-off date. Admission to Interview will be purely provisional without verification of documents. Candidature will be subject to verification of details/documents with the originals when the candidate reports for Interview, if called.
- Candidates are advised to check the Careers Page on Corporation's website www.gicre.in for all further announcements/details. Any revision/ corrigenda will be provided/ hosted on the Corporation's website only.
- Before applying for the post, the candidates must ensure that they fulfill all the eligibility criteria with respect to age, educational qualifications, experience, etc. as stated in this advertisement. If the candidates are not eligible, their candidature will be cancelled at any stage of the recruitment. If the candidate qualifies in the selection process and subsequently it is found that he or she does not fulfill the eligibility criteria, his or her candidature will be cancelled and if appointed, services will be terminated without any notice or compensation.
- Not more than one application should be submitted by any candidate. In the case of multiple applications, any one application will be retained. Multiple attendance/ appearances at the time of Interview will be summarily rejected/candidature cancelled.
- GIC Re reserves the right to modify or amend or reverse or cancel any or all the provisions of the recruitment process including eligibility criteria.
- GIC Re may at its sole discretion, re-hold Interview or additional Interviews, wherever necessary.
- Any resultant dispute arising out of this advertisement and the selection process shall be subject to the sole jurisdiction of the Courts situated in Mumbai only.

Disclaimer: -

1. Any information submitted by a candidate in his/ her application shall be binding on the candidate personally and he/ she shall be liable for prosecution/ civil consequences in case the information/ details furnished by him/ her are found to be false at a later stage. In case it is detected at any stage of recruitment that a candidate does not fulfill the eligibility norms and/or that he/she has furnished any incorrect/false information or has suppressed any material fact(s), his/her candidature shall be cancelled. In case any of these shortcomings is / are detected even after an appointment, his/her services shall be rendered liable for termination.
2. Decisions of GIC Re in all matters regarding eligibility, conduct of Interviews, other tests and selection would be final and binding on all candidates, no representation or correspondence will be entertained by the GIC Re in this regard.