



F. No. 05-03/2009-Ad.II
भारतसरकार
GOVERNMENT OF INDIA
चिकित्साअधीक्षककार्यालय
OFFICE OF THE MEDICAL SUPERINTENDENT
सफदरजंगअस्पताल
SAFDARJANG HOSPITAL
नईदिल्ली-110029

Applications are invited from the eligible candidates for filling up various posts of 'C' (Non-Gazetted) on Direct recruitment/Deputation basis in VMMC & Safdarjang Hospital, New Delhi. Details of posts including number of vacancies, Pay Band & Grade Pay, category, age, requisite qualification, experience are as under:

Annexure-I

S.N	Name of the post	Mode of Recruitment	No. of Vacancies	Age limit	Educational Qualification
1.	Statistical Assistant in PB-I, □5200-20200 + 2800/-G.P	Direct Recruitment	UR-1 (One) (The post is reserved for person with disability (O.L.- One Leg.)	21-28 years	M.A. in Statistics OR Graduate with Statistics as one of the Subjects & 3 years experience in handling statistical data in Govt. or Semi-Govt. Organization.
2.	House Keeper in PB-I, □5200-20200 + 2400/-G.P	Direct Recruitment	UR-1 (One) OBC-1 (One)	21-30 Years	Matriculation or equivalent qualification from a recognized board with 3 years experience in running Hostel/Canteens etc.
3.	Boiler Attendant in PB-I, □5200-20200 + 2400/-G.P	Deputation/Absorption	02 (Two)	The period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department shall ordinarily not exceed three years. The maximum age limit for appointment by deputation shall not be exceeding 56 years as on the closing date of receipt of application.	Deputation/Absorption: Officers of the Central/State Government. (a)(i) holding analogous posts on regular basis; or (ii) with five years regular service in posts in the pay scale of PB-I G.P □ 2000/- ; or (iii) with eight years regular service in posts in the pay scale of PB-I G.P □ 1900/-; and (b) Possessing the qualification and experience prescribed for direct recruit's as under: (I) Matriculation or its equivalent qualification from a recognised Institution. (II) A certificate in operating Boiler from a recognized Institution. (III) Two years experience in operating boilers in a laundry.
4.	Laboratory Assistant in PB-I, □5200-20200 + 2000/-G.P	Direct Recruitment (Backlog)	OBC-1 (One) (The post is reserved for person with disability (Hearing Handicapped)	25 years.	(i) 10+2 in Science subjects from a recognized University or Board. (ii) Diplomain Medical Laboratory Technology from an Instituterecognized by the AllIndia Council of Technical Education or anyotherstatutorybody authorized by the Government for the purpose.

5.	Senior Technician (ICU) In PB-I □5200-20200 + 2800/-G.P	Direct Recruitment	UR-1 (One)	Between 20 and 28 years. (Relaxable for Government servant up to 35 years)	1. Degree in Science with Physics and Chemistry from a recognized University. 2. One Year experience in clinical Biochemical Laboratory or Diploma in Medical Laboratory. Technician from Patel Chest Institute or Similar recognized Institute.
6.	Laboratory Assistant (Respiratory) in PB-I, □5200-20200 + 2000/-G.P	Direct Recruitment	UR-1 (One)	Between 18 and 25 years. (Relaxable for Government servant up to 35 years) in accordance with the instructions or orders issued by the central government).	1. Matriculation equivalent from a recognized Board/University. 2. Two year's experience in handling fibre optic bronchoscope and various lung function test machines in a respiratory laboratory of Government Hospital / Teaching Institutions/ Nursing home. Note 1: Qualification arerelaxable at the discretion of the competent authority in case of candidate otherwise well qualified.
7.	Health Visitor in PB-I, □5200-20200 + 2800/-G.P	Direct Recruitment	UR-1 (One)	20-30 Years	Matriculation or equivalent qualification from a recognized Board. Registered Health Visitor. One year experience desirable.
8.	Medical Record Technician in PB-I, □5200-20200 + 2400/-G.P	Direct Recruitment	UR-1 (One)	18-25 Years	(i) 12 th Standard pass from a recognized Board. (ii) Training as Medical Record Technician for six months from an institute recognized by the Government of India or any other recognized body. Note: According to Rule 10 of the Official Languages Rules, 1976, framed under the Official Language Act, 1963, the candidate(s) should have the working knowledge of Hindi. If he does not have the knowledge of Hindi, he must have to acquire the same during his probation period.

- 1 Eligible candidate should submit their application through ordinary/speed post in the prescribed performa (Annexure-II) alongwith attested copies of the testimonials, marksheets, education certificates, caste certificate (if applicable), experience certificate, date of birth certificate etc. to **The Medical Superintendent, Safdarjang Hospital, New Delhi- 110029** within 30 days from the date of issue of advertisement (However, if last date for submission of applications falls on national holiday, Sunday or any other holiday declared by Government of India, the next working day will be assumed as closing date).
- 2 The envelope containing application form must be superscribed in bold letter name of the post applied for.
- 3 Crucial date for determining the age limit shall be the closing date for receipt of application.
- 4 Candidates who wish to apply for more than one post should send separate application for each post.
- 5 Applications, which are incomplete in any manner or not in prescribed format, would be summarily rejected. Candidates must ensure that application is complete in all respects and all the document enclosed with application and photograph pasted on the application are attested by a Gazetted officer. No correspondence what so ever shall be entertained in this regard.
- 6 The hospital reserves the right to place a reasonable limit on the total number of candidates to be called for interviews. Fulfillment of essential qualification per-se does not entitle a candidate to be called for interview. The hospital reserves the right not to fill up the posts, cancel the advertisement in whole or part without assigning any reason and its decision in this regard will be final.
- 7 OBC certificate should be submitted in the prescribed format of DOPT for employment in Central Govt. issued by appropriate authority, OBC certificate should not be older than one year from the date of issue of advertisement.
- 8 Persons having 40% or more disability would be considered eligible for reservation under Physically Handicapped quota as per rules.
- 9 The candidate who is already in Govt. Service should apply through proper channel and have to submit 'No Objection Certificate' from the employer at the time of interview.

- 10 Upperage limit for direct recruitment is relaxable for OBC/Ex-servicemen/Physically Handicapped and Govt. Servants as under:

For OBC Candidates	3 years
For Ex-Servicemen	Service rendered in Army, Navy and Air Force + 3 years.
For Govt. Servants (except Sl. No. 5 and 6)	Up to 40 years
For Physically Handicapped	10 years (13 years for OBC)

- 11 Candidate should note that the Date of Birth as recorded in the Matriculation / Secondary Examination Certificate or an equivalent certificate available on the date of submission of application will only be accepted by this hospital for determining the age and no subsequent request for its change will be considered or granted.
- 12 Central Government civilian employees claiming age relaxation has to submit a certificate from their office, in respect of the length of continuous service which should be for **not less than three years during the period immediately preceding the closing date for receipt of application.** They should remain Central Government civilian employees till the time of appointment, in the event of their selection.
- 13 For Deputation/Absorption Posts:
- Candidates who once applied for deputation/absorption posts will not allowed to withdraw their candidature.
 - The period of deputation shall ordinarily not exceed three years.
 - Maximum age limit for appointment by deputation shall not be exceed 56 years as on the closing date of receipt of application.
 - Candidates who are applying for deputation/absorption posts should submit their applications through proper channel alongwith copies of last five years ACRs/APARs, Vigilance clearance and integrity certificate dully verified by head of the institution.
 - NOC in the form of undertaking form from the employer to the effect that in case of selection, the department will spare the candidate for joining service in the Hospital should be attached with the application.
- 14 Candidates must ensure that they have requisite academic qualification and experience from a recognized institution for the post applied for on or before the date of issue of advertisement.
- 15 If a candidate produces false documents, he/she will not only be disqualified/dismissed from services, if already appointed but may also be liable for criminal proceedings.
- 16 Candidates trying to use any influence or adopt any unfair means would be disqualified from the selection.
- 17 Failure to comply with any of the instructions contained in this notification may entail rejection of candidature.

Sd/-
(C.S. Mishra)
Dy. Director (Admn.)
Safdarjang Hospital

FORMAT FOR APPLICATION FORM

(Must be filled properly by the candidate in his/her own handwriting in block letters only)

1. Name of the Post appliedfor :

Affix Photo duly Attested by Gazetted Officer

2. Full Name(INBLOCK LETTERS) :
(As mentioned in matriculation certificate)

3. Father's Name :

4. Date of Birth (as mentioned in matriculation certificate) :

5. Address (with Phone No., Email ID etc.) :

(i) Correspondence :

(ii) Permanent :

6. Whether SC/ST/OBC :

7. Whether Ex-Serviceman :

8. Whether Physically Handicapped
(if so percentage & details of disability)

Whether seeking Age Relaxation :

9. Whether Govt. Servant :

(If yes, please indicate name of the institution and length of service)

10. Details of Examination passed

Sl.No.	Examination	University/Board	Year of passing	Name/Address of Institution attended	Percentage of Marks

11. Experience:

(a) Name of the employer

(b) Designation

(c) Pay scale

(d) Nature of duties

(e) Period of employment

(f) Last pay drawn

12. Any Additional information:

I solemnly declare that the statement made by me in this application form is correct to the best of my knowledge & belief. I undertake that if any information given by me is found false at any time, it will render me ineligible for the job applied above.

Signature of the candidate

Dated.....

Place.....