



F. No. 05-03/2009-Ad.II

भारत सरकार

GOVERNMENT OF INDIA

चिकित्सा अधीक्षक का कार्यालय

OFFICE OF THE MEDICAL SUPERINTENDENT

सफदरजंग अस्पताल

SAFDARJANG HOSPITAL

Applications are invited from the eligible candidates for filling up various posts of Group 'C', Group 'B' (Non-Gazetted) and Group 'B' (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. No.	Name of the post	Mode of Recruitment	No. of Vacancies	Age limit	Educational Qualification
1.	Laboratory Assistant (Respiratory) PB-1 Rs. 5200-20200 +2000/- GP	By Direct Recruitment	01-UR	Between 18 - 25 years. (Relaxable for Government servants up to 35 years) in accordance with the instructions or orders issued by the central government)	1. Matriculation or equivalent from recognized a Board/University. 2. Two year's experience in handling fibre-optic bronchoscope and various lung function test machines in respiratory laboratory of a Government Hospital/Teaching Institution/Nursing home.
2.	Remedial Gymnaster PB-2 Rs. 9300-34800 + 4200/- GP	By Direct Recruitment	01-UR	Not exceeding 30 years.	Essential: (i) 10+2 or its equivalent qualification from a recognized Board/University (ii) Diploma in Physical Education from a recognized institute. (iii) Three years experience in the related field.
3.	Statistical Assistant PB-1, Rs. 5200-20200+G.P. 2800/-	By Direct Recruitment	01-UR (One) The post is reserved for person with disability (O.L.-One Leg)	21-28 yrs.	MA in Statistics OR Graduate with Statistics as one of the subjects & 3 yrs. experience in handling statistical data in Govt. or Semi-Govt. Orgn.

4.	Dietician PB-2, Rs 9300- 34800 + G.P.Rs 4600/-	By Direct Recruitment	01-UR (The post is reserved for persons with disability with OA,OL, BL,HH)	Not exceeding 30 years.	<p>Essential Master's Degree in Home Science/Home Economics with specialization in food and nutrition of a recognised University or equivalent.</p> <p>OR</p> <p>B.Sc. (Home Science/Home Economics) with Nutrition as a special subject from a recognized University or equivalent with post-graduate Diploma in Dietetics from a recognized Institution and one year's practical experience in Dietetics. (Qualification relaxable at the discretion of the UPSC in the case of candidates otherwise well-qualified; in particular, the qualification regarding experience is relaxable in case of candidates belonging to the Scheduled Castes and the Scheduled Tribes for posts reserved for them.)</p> <p>Desirable Research/Practical experience in the field of Nutrition and/or related subjects.</p>
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S. No.	Post & Pay Scale (Revised)	No. of vacancies	Mode of Recruitment	Qualification & Experience									
5.	Instructor (Prosthetic & Orthotic) PB-1, Rs. 5200-20200 + 2800/- GP	01	Promotion/ Transfer on deputation basis	<p>Eligibility:- Officers of the Central Government</p> <table border="1"> <tr> <td>(a)</td> <td>(i)</td> <td>For transfer on deputation Holding analogous posts in regular basis; or</td> </tr> <tr> <td></td> <td>(ii)</td> <td>With 5 years regular service in posts in the scale of Rs 1150-1500 (pre-revised) (Rs. 5200-20200 + GP Rs 1900(revised)) or equivalent; and</td> </tr> <tr> <td>(b)</td> <td></td> <td> Possessing the following qualifications and experience:- Essential: <ol style="list-style-type: none"> 1. Matric or equivalent qualifications from a recognized Board/University. 2. Three years' Diploma/Two years Certificate in Prosthetic and Orthotic from a recognized institution. 3. Two years practical experience in manufacturing and assembling of artificial limbs for diploma/degree holders or three years experience for certificate holders. </td> </tr> </table>	(a)	(i)	For transfer on deputation Holding analogous posts in regular basis; or		(ii)	With 5 years regular service in posts in the scale of Rs 1150-1500 (pre-revised) (Rs. 5200-20200 + GP Rs 1900(revised)) or equivalent; and	(b)		Possessing the following qualifications and experience:- Essential: <ol style="list-style-type: none"> 1. Matric or equivalent qualifications from a recognized Board/University. 2. Three years' Diploma/Two years Certificate in Prosthetic and Orthotic from a recognized institution. 3. Two years practical experience in manufacturing and assembling of artificial limbs for diploma/degree holders or three years experience for certificate holders.
(a)	(i)	For transfer on deputation Holding analogous posts in regular basis; or											
	(ii)	With 5 years regular service in posts in the scale of Rs 1150-1500 (pre-revised) (Rs. 5200-20200 + GP Rs 1900(revised)) or equivalent; and											
(b)		Possessing the following qualifications and experience:- Essential: <ol style="list-style-type: none"> 1. Matric or equivalent qualifications from a recognized Board/University. 2. Three years' Diploma/Two years Certificate in Prosthetic and Orthotic from a recognized institution. 3. Two years practical experience in manufacturing and assembling of artificial limbs for diploma/degree holders or three years experience for certificate holders. 											

6.	Senior Prosthetist PB-1, Rs. 5200-20200 + 2800/- GP	01	Transfer on deputation	<p>Eligibility:- Officers under the Central/State Government</p> <table border="1" data-bbox="813 258 1458 934"> <tr> <td data-bbox="813 258 883 327">(a)</td> <td data-bbox="883 258 953 327">(i)</td> <td data-bbox="953 258 1458 327">Holding analogous post on regular basis; or</td> </tr> <tr> <td data-bbox="813 327 883 430"></td> <td data-bbox="883 327 953 430">(ii)</td> <td data-bbox="953 327 1458 430">With three years regular service in posts in the scale of Rs. 5200-20200 + GP Rs 2800 or equivalent; and</td> </tr> <tr> <td data-bbox="813 430 883 934">(b)</td> <td data-bbox="883 430 953 934"></td> <td data-bbox="953 430 1458 934"> Possessing the following educational qualification and experience:- <ol style="list-style-type: none"> 1. Matriculation or equivalent qualification from a recognized Board. 2. Three years Diploma/Two years certificate in Prosthetic & Orthotics from a recognized institution. 3. Two years practical experience in prefabricating and fitting of artificial limbs for diploma holders and three years practical experience for certificate holder. </td> </tr> </table>	(a)	(i)	Holding analogous post on regular basis; or		(ii)	With three years regular service in posts in the scale of Rs. 5200-20200 + GP Rs 2800 or equivalent; and	(b)		Possessing the following educational qualification and experience:- <ol style="list-style-type: none"> 1. Matriculation or equivalent qualification from a recognized Board. 2. Three years Diploma/Two years certificate in Prosthetic & Orthotics from a recognized institution. 3. Two years practical experience in prefabricating and fitting of artificial limbs for diploma holders and three years practical experience for certificate holder.
(a)	(i)	Holding analogous post on regular basis; or											
	(ii)	With three years regular service in posts in the scale of Rs. 5200-20200 + GP Rs 2800 or equivalent; and											
(b)		Possessing the following educational qualification and experience:- <ol style="list-style-type: none"> 1. Matriculation or equivalent qualification from a recognized Board. 2. Three years Diploma/Two years certificate in Prosthetic & Orthotics from a recognized institution. 3. Two years practical experience in prefabricating and fitting of artificial limbs for diploma holders and three years practical experience for certificate holder. 											
7.	Jr. Hindi Translator PB-2 Rs. 9300- 34800 + 4200/- GP	01	By transfer on deputation basis	<p>Transfer on deputation/transfer Central Government Officers holding:-</p> <p>(1) a. Analogous posts or b. Posts in the pay scale of Rs 330-560 (pre-revised) Rs PB-1,GP Rs 2400(revised) or equivalent with three years regular service in the grade or c. Posts in the pay scale of Rs 260-400(pre-revised) Rs PB-1,GP Rs 1900 (revised)or equivalent with five years regular service in the grade and d. Possessing the following educational and other qualifications: Master's degree of a recognized University in Hindi/English with English/Hindi as a compulsory/elective subject or as medium of examination at degree level: OR Master's degree of a recognized University in any subject other than Hindi/English with Hindi and English as compulsory/elective subjects or either of two as medium of examination and the other as a compulsory/elective subject at degree level: OR Master's degree of a recognized University in any subject other than Hindi/English with Hindi/English medium and English/Hindi as a compulsory/elective subject or as medium of examination at degree level; OR Bachelor's degree of a recognized University with Hindi and English as compulsory/elective subject or</p>									

				either of the two as medium of examination and the other as a compulsory/elective subject; and (2) A recognized Diploma/certificate Course in Translation from Hindi to English and vice-versa or two years' experience of translation work from Hindi to English and vice-versa in Central Government/State Government Officers including Government of India undertakings.
8.	Asstt. Admn. Officer PB-2 Rs. 9300-34800 + 4200/- GP	04	By transfer on deputation basis	Transfer on deputation:- Officers under Central Govt. (a)(i) Holding analogous posts: or (ii) with 5 year's service in posts in the scale of Rs 425-700/800 (pre-revised) (PB-2 Rs 9300-34800 + GP Rs 4200/-(revised)) or equivalent. (b) Possessing experience in administration establishment and accounts matters. (The departmental Officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation. Similarly deputationists shall not eligible for consideration for appointment by Promotion.)
9.	Vocational Counsellor PB-2 Rs. 9300-34800 + 4600/- GP	01	By deputation basis	(a)Officers of the Central Govt./State Govt. (i) Holding analogous posts on regular basis; or (ii) with three year's service in the grade rendered after appointment thereto on a regular basis in the scale of pay of Rs 5500-9000 (pre-revised) (PB-2, GP Rs 4200(revised)) or equivalent in the parent cadre/department; or (iii)with six year's service in the grade rendered after appointment thereto on regular basis in the scale of pay of Rs 5000-8000 (pre-revised)(PB-2, GP Rs 4200/-(revised)) or equivalent in the parent cadre/department; or (iv)with eight year's service in the grade rendered after appointment thereto on regular basis in the scale of pay of Rs 4500-7000(pre-revised) (PB-1, GP Rs 2800/-(revised)) or equivalent in the parent cadre/department; and (b)Possessing the following educational qualifications and experience. Essential: (i)Master's Degree in Psychology from a recognized University or equivalent. (ii)Diploma in Vocational guidance from a recognized University or equivalent. (iii)Two year's experience in vocational counseling, vocational training and placement of handicapped persons.

Eligible candidates should submit their application through ordinary/speed post in the prescribed performa (Annexure-II) for posts of sl. No. 1-4 and Annexure-III for posts of sl. no. 5-9 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. Even if closing date will be extended due to national holiday or Sunday or any other holiday declared by Govt. of India, crucial date for determining the age limit remain calculated from the 30th day from the date of issue of advertisement.
- 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 documents 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 Persons having 40% or more disability would be considered eligible for reservation under Physically Handicapped quota as per rules.
- 8 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.
- 9 Upper age limit for direct recruitment is relaxable for OBC/Ex-servicemen/Physically Handicapped and Govt. Servants as under:

For Ex-Servicemen	Service rendered in Army, Navy and Air Force + 3 years.
For Govt. Servants (except Sl. No. 1)	Up to 40 years
For Physical Handicapped	10 years

- 10 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.

- 11 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.
- 12 For Deputation Posts (Sl. No. 5 to 9):
 - (a) Candidates who once applied for deputation posts will not allowed to withdraw their candidature.
 - (b) The period of deputation shall ordinarily not exceed three years.
 - (c) Maximum age limit for appointment by deputation shall not be exceed 56 years as on the closing date of receipt of application.
 - (d) Candidates who are applying for deputation posts should submit their applications through proper channel along with copies of last five years ACRs/APARs, Vigilance clearance and integrity certificate dully verified by head of the institution.
 - (e) 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.
- 13 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.
- 14 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.
- 15 Candidates trying to use any influence or adopt any unfair means would be disqualified from the selection.
- 16 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

ANNEXURE-II

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 applied for :

Affix Photo duly
Attested by Gazetted
Officer

2. Full Name(IN BLOCK 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.....

PROFORMA

ANNEXURE-III

1. Name and Address :
2. Date of Birth (in Christian Era) :
3. Date of retirement under Central/State Govt. Rules :
4. Educational Qualifications :
5. Whether Educational and other qualifications required for the post are satisfied (if any qualification has been treated as equivalent to the one prescribed in the Rules, State the authority for the same).

attested
Photograph

Qualification/
Experience
required

Qualification
Experience possessed
by the Officer

- Essential: (1)
(2)
(3)

6. Please state clearly whether in the light of entries made above, you meet the requirements of the post.

7. Details of Employment, in chronological order, Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient.

Office/Institution/ Organisation	Post held	From	To	Scale of pay & Last basic pay	Nature of duties.

8. Nature of present employment i.e. Temporary or quasi permanent or permanent.

9. In case the present employment is held on deputation basis/contract basis, please state:
- a) The date of initial appointment
 - b) Period of appointment on deputation/contract

c) Name of the parent office/organization to which you belong Contd..2/-

-2-

10. Additional details about present employment. Please state whether working under:

(a)	Central Government	(b)	State Government
(c)	Autonomous Organization	(d)	Universities
(e)	Government Undertaking	(f)	Others

11. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.
12. Are you in revised scale of pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale.
13. Total Emoluments, per month now drawn.
14. Additional information, if any, which you would like to mention in support of your Suitability for the post. (This among other things may provide information with regard to (i) additional Academic qualifications (ii) Professional training and (iii) work experience over and above prescribed in the vacancy Circular/Advertisement) (Note: Enclose a separate sheet, if the space is insufficient.)
15. Whether belongs to SC/ST/OBC
16. Remarks. (The candidates may indicate information with regard to (i) Research publications and reports on special projects (ii) Awards/Scholarship/Official Application (iii) Affiliation with the professional bodies/institutions/societies and (iv) any other information. (Note: Enclose a separate sheet, if the space is insufficient).

I have carefully gone through the vacancy circular/advertisement and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post.

Date:

Signature of the candidate

Countersigned _____
(Employer)

Name _____
Address _____

1. Certified that particulars furnished by Shri./Smt./Kum. _____ have been verified from his/her record found correct
2. No vigilance case is pending or contemplated against Shri/Smt./Kum. _____ His/her integrity is certified.
3. No major or minor penalty was imposed on Shri/Smt./Kum. _____ during the last 10 years as per records in the Ministry/Department.

Place:
Date

Signature of Head of Office/Department with Stamp

