



No. 6-3/17 Ad.II
GOVERNMENT OF INDIA
OFFICE OF THE MEDICAL SUPERINTENDENT
SAFDARJANG HOSPITAL
NEW DELHI

Date:

Circular

Sub :- Filling up the post of LDCs against the vacancies reserved for Group 'C' erstwhile Group 'D' employees against 10% vacancy on the basis of Limited Departmental examination.

Applications are invited, in the prescribed pro-forma (attached), from eligible Group 'C' Staff in level 1 erstwhile Group 'D' employees of this Hospital in the pay matrix (Rs. 18000-56900) who possess 12th class pass and have rendered three years regular service in the Level to fill up the post of LDC, on the basis of departmental qualifying examination. The maximum age limit for eligibility for examination is 45 years (50 years of age for the SC/ST). The selected candidates will also have to qualify the typewriting test minimum speed of 35 words per minute and 30 words per minute corresponding to 10500 key depressions per hour/9000 key depressions per hour on an average of five key depressions for each word within a period of two years from the date of their appointment, failing which they will be reverted to their substantive posts. Handicapped employees who are otherwise qualified to hold the post can also apply subject to their being certified by a Medical Board or Civil Surgeon that he/she is not in a position to be able to type.

Note : The application should reach within 15 days from issue of this circular.

(Ashish Kumar)
Deputy Director Admn.

Encl. As above

Copy to :

1. All Notice Boards
2. All Sections/Wards in-Charge
3. P.S. to M.S
4. P.A. to all Addl. M.S.
5. Sanitary Superintendent Office
6. All Care-Takers
7. Hindi Officer to issue Hindi Version
8. In-charge, Server Room with the request to upload the same in the hospital website (under circular)
9. Standard Distribution

Proforma

1. Name :
2. Fathers/ Husband Name :
3. Designation of the post held & Rank No. :
4. Department in which working :
With Phone No. : Ph. No. Mob. No.
5. Date of Birth :
6. Education Qualification :
(Attach Photocopy)
7. Date of Entry into Govt. Service :
8. Date of regular appointment to :
The present post
9. Whether SC/ST/OBC/UR
10. Typewriting Speed (English or Hindi) :
11. Any other information :

Signature of the candidate

Verification

It is certified that the information given from Sr. No. 1 to 9 is verified from Service record of Sh./Smt. / Km. _____ and found correct.

Admn. Officer
Admn. IV Section