

No.F. Lab. Cadre-Contract/Tech/Admn-II/2018/ 4674 Dated:- 18-6-18



Applications are invited for recruitment to the following posts of Laboratory cadre on contractual capacity for a period of three months at a consolidated remuneration, in the Lady Hardinge Medical College & Smt. S.K. Hospital, New Delhi by speed post only. The particulars of the post and eligibility conditions etc. are given in the **Annexure-I**.

| Name of the post                | No. of post |
|---------------------------------|-------------|
| Chief Technical Officer         | 01          |
| Sr. Technical Officer,          | 05          |
| Technical Officer               | 09          |
| Medical Laboratory Technologist | 28          |

The last date of receiving applications, ( as per the given proforma- **Annexure-II** along with required documents) is 3.7.2018.

Application received after the last date or found incomplete will not be considered.

  
(NEERAJ SACHDEVA)  
DEPUTY DIRECTOR (ADMN.)

**ANNEXURE- I**

Director, Lady Hardinge Medical College & Smt. S. K. Hospital, New Delhi invites applications from eligible Indian nationals in the prescribed proforma, for recruitment of vacant post of Lab. Cadre as mentioned below, purely on contractual capacity, for a period of three months, at a consolidated remuneration as per the details given below:-

| Name of the post                | No. of post   | Qualification required for contractual appointment  | Age      | Consolidated Remuneration (Per Month) |
|---------------------------------|---|---|----------|---------------------------------------|
| Chief Technical Officer         | 01  | M.Sc. MLT or M. Sc in any of the relevant laboratory stream and 5 years relevant experience or PhD in related field with 2 years experience in respective field | 35 years | Rs. 47,250                            |
| Sr. Technical Officer           | 5<br>(1-OBC<br>4-UR)  | B.Sc. MLT/B. Sc + DMLT with 5 years Experience in the rel field   | 32 years | Rs. 40,837 /-                         |
| Technical Officer               | 9<br>(SC-2,ST-1,<br>OBC-3<br>UR-3)  | Master degree in relevant stream with minimum 4 years experience in the related field   | 32 years | Rs. 38,565 /-                         |
| Medical Laboratory Technologist | 28<br>(SC-4,ST-2,<br>OBC-7<br>UR-15) <b>Out of above 28 posts, 2 post reserved for Persons with Disabilities of OL, HH category having minimum 40% disability with physical requirements: SE-Seeing, ST-Standing, MF-Manipulation by Fingers, RW-Reading &amp; Writing) as per Govt. Rules.</b><br>*As per orders relating to recruitment | Bachelor degree in Medical Laboratory Sciences ( B.Sc. MLT) from any UGC recognized University with two years relevant experience.                              | 28 years | Rs. 30,375/-                          |

### **Instructions & other formalities for Contractual appointment:-**

1. Applicant must fulfill the educational qualifications, experience and age limit and other criteria for the post applied for **on the last date of receipt of the applications**, failing which the application shall be summarily rejected and no correspondence will be entertained in this regard.
2. **Application Fee:** Application fees for General /OBC candidates **Rs.300/-** fee, for SC/ST candidates is **Rs. 100/-** . Person with disabilities shall be exempt for payment of application fee who would otherwise be eligible for appointment to the post on the basis of standards of medical fitness and who enclose with the application form necessary certificate from a competent authority in support of their claim of disability. Fee shall be paid through Demand Draft/ Banker Cheque/IPO in favour of Director, Lady Hardinge Medical College and Smt. S.K. Hospital, Shaheed Bhagat Singh Marg, New Delhi. The Application fees will be non refundable. Applicant should write his/her name, father's/Husband' name, Mobile No. and post applied on the back of Demand Draft. No other mode of payment of application fee will be accepted.
3. Application forms duly completed in all respects, must reach **on or before 3.7.2018** address to Director , Lady Hardinge Medical College & Smt. S.K. Hospital, New Delhi by **SPEED POST** Only. Applicants should write the name of the post on the left corner of the envelop clearly.
4. **Essential documents:-** Photocopies of the following documents duly self attested to be submitted with application form in all respects:-
  - i) **Certificate showing the Date of Birth**
  - ii) **Academic / Technical passing certificate ( as applicable) from a recognized University/Board, duly self attested**
  - iii) **Caste certificate if applied under SC/ST/OBC category issued by the Competent Authority.**
  - iv) **Medical Certificate in case of PWD (Person with Disability) issued by the Competent Authority.**
  - v) **"No Objection Certificate" if in employment.**
  - vi) **Experience Certificate.**
  - vii) **Latest colored photograph must be pasted on the application form**
5. **No TA/DA will be paid to the candidates.**
6. Applications(s) received after the last date or without relevant documents/incomplete documents/ unsigned application or without application fee shall be summarily rejected. The hospital authorities shall not be responsible for any postal delay.
7. **Scheme of selection:-**Selection to the posts will be considered on the prescribed essential qualification mentioned, and the same are the bare minimum and **the mere possession of the same does not entitle candidates to be considered for the post and the higher qualifications and experience will be preferred.** However, if the number of applications received for a particular post is large, then the Institution Authority reserves the right to lay down higher criteria for the purpose of short listing of the candidates.

8. In case, any information given or declaration by the candidate is found to be false or if the candidate has willfully suppressed any material information relevant to his/her appointment, he /she will be liable to be removed from the service and any action taken as deemed fit by the appointing authority.
9. Candidates applying under any of the reserved category viz SC/ST/OBC/PWD will be considered subject to submission of caste certificate/Medical certificate on a prescribed format, issued by the Govt. of India.
10. OBC candidates should not belong to Creamy Layer. The Non-creamy Layer Certificate would be applicable to OBC candidates who are covered under Income/Wealth Test criterion. The income limit is decided on the basis of income earned during three previous financial years preceding the year of appointment. Their Sub-caste should be tallied with the Central List of OBC, failing which their candidature will not be considered under any of the applied reserved category and will be treated as UR.
11. Upper age limit is relax-able for SC/ST / OBC/PWD as per Govt. of India policy. The upper age limit shall be determined as on the last date of application as specified above.
12. The candidate should not have been convicted by any court of law.
12. Only such candidates who will be able to join the post immediately are advised to apply.
13. The Competent Authority reserves the right of any amendment, cancellation and changes to this advertisement as a whole or in part without assigning any reason.
14. No correspondence or personal inquiries shall be entertained.

**Note : Number of vacancies is likely to be changed depending upon the vacancy Position at the time of selection / appointment.**

**Proforma of Application Form**

APPLICATION FOR THE POST OF \_\_\_\_\_

|                         |
|-------------------------|
| Paste the<br>photograph |
|-------------------------|

1. Name ( In Block Letters)
2. Father's /Husband's Name
3. Date of Birth ( As per SSLC/Matriculation Certificate)
4. Category
5. Nationality
6. Sex -Male/Female
7. Marital Status
8. Contact Details: Land line ( With STD Code)      Mobile
9. Fax no.
10. E-Mail
11. Postal Address
12. Permanent Address
13. Age as on closing date of receipt of application \_\_\_years \_\_\_Months \_\_\_ Days
14. Academic/technical/professional qualifications  
a){ Beginning with Matriculation level) attach photocopies of certificates}

| S. No. | Name of Exam | Year of Passing | Univ./Board | Div./Class Grade | Subjects | Percentage of marks |
|--------|--------------|-----------------|-------------|------------------|----------|---------------------|
|        |              |                 |             |                  |          |                     |

15. Experience (Attach attested photocopies of certificates in support of experience)

| S. No. | Name of Employer/Org. | Period |    | Designation | Pay Scales/<br>Pay | Natures of Duties | Reasons for leaving |
|--------|-----------------------|--------|----|-------------|--------------------|-------------------|---------------------|
|        |                       | From   | To |             |                    |                   |                     |
|        |                       |        |    |             |                    |                   |                     |

16. Details of academic achievement, extracurricular activities, professional Achievement  
17. List of Enclosures:

Signature of the Candidates

Name

**Note:-Application not signed by the candidate or not containing attested copies of certificates in support of academic/technical qualifications/experience or without passport size photograph pasted at the appropriate place in the form or not fulfilling eligibility criteria as laid down in the advertisement will be REJECTED**