

26/5/18



IMPORTANT NOTE: THE PROCESS OF SUBMISSION/ RECEIVING OF APPLICATION IS PURLEY DETERMINED FROM THE DATE OF PUBLICATION OF THIS ADVERTISEMENT IN NEWSPAPER ONLY NOT FROM THE UPLOADING DATE OF THIS ADVERTISEMENT ON HOSPITAL WEB-SITE.

Director, Lady Hardinge Medical College & Smt. S. K. Hospital, New Delhi invites applications from eligible Indian nationals for recruitment to the post of Operation Theater Technician on contractual capacity for a period of one year at a consolidated remuneration of Rs.26010/-pm as per the following details:-

Name of the post	Monthly Consolidated remuneration	No. of posts /Category	Age	Qualification
OT Technician	Rs. 26010/-	3- ST As per orders relating to recruitment	Between 20—25	Matriculation or its equivalent qualification from a recognized Board 2. Operation Theatre Assistant Training Course Desirable: 5 years experience in Operation Theatre

1. The particulars of the post and eligibility conditions etc. are given in the annexure-I.
2. Application in the given below proforma(Annexure-II) along with required documents may be sent to the Director, Lady Hardinge Medical College & Smt. S.K. Hospital, New Delhi on or before 15.6.2018.
3. Applications received after the last date or found incomplete will not be considered.


 (NEERAJ SACHDEVA)
 DEPUTY DIRECTOR (ADMN.)

ANNEXURE-I

Instructions & other formalities for Contractual appointment for the post of OT Technician:-

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 ST candidates is **Rs. 100/-** . 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, NewDelhi. The Application fees will be non refundable. No Personal Cheque are accepted.
3. The completed Application in the prescribed proforma as given at **Annexure-II** addressed to the Director, Lady Harding Medical College & Smt. S.K. Hospital, New Delhi-110001 on or before 15.6.2018, by post ONLY.
4. **Essential documents:-** One set of Photocopy of all the essential documents as mentioned below, duly self attested to be enclosed alongwith the application form:
 - i) Certificate showing the Date of Birth.
 - ii) Certificate of passing Matric or its equivalent from a recognized University / Board.
 - iii) Operation Theatre Assistant Training Course certificate.
 - iv) Scheduled Tribe Caste certificate (recent) issued by the competent authority.
 - v) "No Objection Certificate" if in employment.
 - vi) Experience Certificate for Five years, IF ANY.
5. No TA/DA will be paid to the ST 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 for the post will be considered subject to submission of caste certificate on a prescribed format, issued by the Govt. of India.
10. Upper age limit is relax able for ST as per Govt. of India policy. The upper age limit shall be determined as on the last date of application as specified above.

11. Only such candidates who will be able to join the post immediately are advised to apply.
12. The information relating to the recruitment for the post of O.T. Technician will be uploaded on the website of LHMC & SSK Hospital. The candidates are advised to check the website regularly for any updates.
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 change depending upon the vacancy position at the time of selection / appointment.

ANNEXURE-II

Proforma of Application Form

APPLIED FOR THE POST OF _____

Paste the
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/ 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 without any correspondence in this regard.