



विज्ञापन
निदेशालय चिकित्सा शिक्षा एवं अनुसंधान हरियाणा

पर्यटन भवन बेज नं० 55-58, सैक्टर-2, पंचकुला
फोन नं० 0172-2560799, फ़ैक्स नं० 0172-2566556

Adv.No.:SHKM/Rectt./14/04

Closing Date: 14/08/2014

शहीद हसन खान मेवाती राजकीय चिकित्सा महाविद्यालय, नलहड़ (मेवात) हरियाणा में निम्नलिखित सीधी भर्ती के पदों को भरने हेतु योग्य अभ्यर्थियों से आवेदन पत्र निर्धारित प्रारूप पर आमंत्रित है। निर्धारित प्रोफार्मा सत्यापित शैक्षणिक योग्यता सम्बंधित प्रतिया साथ लगाकर आवेदन पत्र दिनांक 14/08/2014 तक कार्यालय निदेशक, शहीद हसन खान मेवाती राजकीय चिकित्सा महाविद्यालय, नलहड़ (मेवात) को भेजें अंतिम तिथि के पश्चात प्राप्त आवेदन पत्रों को स्वीकार्य नहीं किया जायेगा तथा शैक्षणिक योग्यता अनुभव इत्यादि बारे दस्तावेजों की सत्यापित प्रतियां सलंगन करें अन्यथा ऐसे फार्मों को अस्वीकृत माना जायेगा।

S.NO	NAME OF POST	Total Posts	GC	EBC	SC	BCA	SBC	BCB
1.	Nursing Superintendent	2	2	-	-	-	-	-
2.	Deputy Nursing Superintendent	1	1	-	-	-	-	-
3.	Assistant Nursing Superintendent	4	3	1	-	-	-	-
4.	Refractionist	1	1	-	-	-	-	-
5.	Audiometry Tech.	1	1	-	-	-	-	-
6.	Radiographic Tech.	3	-	1	1	1	-	-
7.	Physicist	1	1	-	-	-	-	-
8.	Clinical Psychologist	1	1	-	-	-	-	-
9.	Anaesthesia Technician	4	-	1	1	1	1	-
10.	Medical Record Officer	1	1	-	-	-	-	-
11.	Statistician	1	1	-	-	-	-	-
12.	Coding Clerk	2	2	-	-	-	-	-
13.	Librarian	1	1	-	-	-	-	-
14.	Documentalist	1	1	-	-	-	-	-
15.	Cataloguer	1	1	-	-	-	-	-
16.	Library Assistant	2	2	-	-	-	-	-
17.	CSSD Supervisor	2	2	-	-	-	-	-
18.	Biomedical Engineers	2	2	-	-	-	-	-
19.	Medical Social Worker	1	1	-	-	-	-	-
20.	Health Inspector/ Health Assistant Male	1	1	-	-	-	-	-
21.	Health Educator	3	3	-	-	-	-	-
22.	Driver	4	-	1	1	1	1	-

आवेदन पत्र का निर्धारित प्रारूप तथा अन्य नियम व शर्तें एवं शैक्षणिक योग्यता विभाग की वेबसाइट www.gmcnewat.ac.in पर देखें।

योग्य अभ्यर्थियों को साक्षात्कार हेतु सूचना तथा इन पदों की शैक्षणिक योग्यता एवं अन्य शर्तें विभाग की वेबसाइट www.gmcnewat.ac.in; पर अलग से दी जायेगी। यदि अधिक मात्रा में आवेदन पत्र प्राप्त हुए तो उम्मीदवारों को शार्टलिस्ट के लिए दक्षता परीक्षा होगी जिस की जानकारी विभाग की वेबसाइट पर उपलब्ध कराई जायेगी। पदों की सख्यां सक्षम प्राधिकारी द्वारा घटाई यां बढ़ाई जा सकती है। आवेदन पत्रों के साथ निर्धारित फीस पोस्टल आर्डर के रूप में सलंगन करे अन्यथा बिना फिस प्राप्त हुए आवेदन पत्रों पर विचार नहीं किया जाऐगा।

महानिदेशक,
चिकित्सा शिक्षा एवं अनुसंधान,
हरियाणा, पंचकुला।

Closing Date is hereby extended from 14/08/14 to 14/09/2014.

The application on prescribed Performa duly filled by eligible candidates along with attested copies of educational certificates and other relevant documents must reach the office of Director, Shaheed Hasan Khan Mewati Govt. Medical College, Nalhar, Mewat on or before **Dt. 14/09/2014 (5.00 PM)**.

Basic eligibility criteria:

S.NO	NAME OF POST	BASIC QUALIFICATION
1.	Nursing Supdt.	(i) 'A' grade Nurse with Midwifery Training; (ii) B.Sc/ Post Basic B.sc Nursing from any institution recognized by Indian Nursing Council (iii) M.Sc Nursing (Desirable) (iv) Registered with Haryana Nursing Council or should get registered within six months of joining. (v) Not less than 20 years experience in the nursing profession in a large institution/ hospital (more than 500 bedded hospitals) out of which not less than 5 years experience should be after Post Basic B.Sc Nursing. (vi) Hindi upto Matric Standard
2.	Deputy Nursing Supdt.	(i) 'A' Grade Nurse with Midwifery Training with B.Sc Nursing Post Basic. Or M.Sc. Nursing or B.Sc Nursing (Honour). (ii) Registered with Haryana Nursing Council or should get registered within six months of joining. (iii) M.Sc with 3 Year Experience or B.Sc (Honour/Post Basic) with 5 years experience as Asstt. Nursing Supdt. / Nursing Sister. (iv) Hindi/Sanskrit up to Matric Standard
3.	Asstt. Nursing Supdt.	(i) A-Grade Nurse with Midwifery Training; Or Certificate in General Nursing & Midwifery from a recognized institution or equivalent qualification from a institution recognized by the Indian Nursing Council; Or Any recognized higher qualification (B.Sc / M.Sc Nursing) (ii) Registered with Haryana Nursing Council or should get registered within six months of joining. (iii) 7 Years experience as Nursing Sister (iv) Hindi/Sanskrit up to Matric Standard.
4.	Refractionist	Diploma in Ophthalmic Technique/ Ophthalmic Assistant/ Optometry/ Refraction, with at least one year experience OR B.Sc in Ophthalmic Technique/ Optometry OR M.Sc in (Optometry)
5.	Audiometry Tech.	(i) B.Sc. in Speech and Hearing; or B.Sc. in Audiology and speech pathology from a recognised institute; (ii) Matric with Hindi/Sanskrit or 10+2/ BA/ MA with Hindi as one of the subjects. <u>Preferential qualification:</u> M.Sc. in Speech and Hearing; or M.Sc. in Audiology and speech Pathology.
6.	Radiographic Tech.	(i) Matric with Science(Physics and Chemistry) (ii) Radiographer's Diploma course from Pt. B.D Sharma Post Graduate Institute of Medical Sciences, Rohtak or any other Institution (iii) Knowledge upto Hindi/Sanskrit upto Matric Standard
7.	Physicist	(i) M.Sc. in Radiological or Medical Physics from a recognised university; or M.Sc. in general physics with one year postgraduate diploma course in Radiological or medical physics conducted by Radiological Physics Division of Bhabha Atomic Research Centre Bombay or its equivalent; (ii) Matric with Hindi/Sanskrit or 10+2/ BA/ MA with Hindi as one of the subjects; <u>Preferential Qualifications;</u> A certificates from Atomic Energy Regulatory Board, Govt. of India to function as Radiation Safety Officer; or Certificate or Diploma in Computer Science (preferably in programming and soft-ware developing).

8.	Clinical Psychologist	<ul style="list-style-type: none"> (i) M.Phil in Clinical Psychology; or Diploma course in Medical And Social Psychology; or M.Phil in Medical and Social Psychology. (ii) Valid registration number of Rehabilitation Council of India (RCI) (iii) One year experience in psychology or research; (iv) Matric with Hindi/Sanskrit or 10+2/ Graduation/ Post graduation with Hindi as one of the subject.
9.	Anaesthesia Technician	<ul style="list-style-type: none"> (i) B.Sc. Degree in O.T. technology from recognized university. (ii) Knowledge of Hindi / Sanskrit upto Matric.
10.	Medical Record Officer	<ul style="list-style-type: none"> (i) Bachelor's Degree from recognized University and having one paper of Statistics. (ii) One year Diploma/Training of Medical Record Officer from a Govt. recognized Institute. (iii) PG Diploma in Computer from a Recognized University/Institute. (iv) Four years experience in a teaching hospital with not less than 500 beds; experience in organizing and maintenance of medical records, Medico-legal aspect, Birth & Death rules, and adequate experience of computerization of medical record department. (v) Hindi up to Matric
11.	Coding Clerk	<ul style="list-style-type: none"> (i) Graduation from a recognized university; (ii) Six Months Training of Medical Record Technician from a Govt. recognized Institute; (iii) Three years experience as MRC in Medical Record Department of a teaching hospital not less than 300 beds; (iv) Knowledge of Computer having training not less than 6 months. (v) Hindi up to Matric.
12.	Statistician	<ul style="list-style-type: none"> (i) Postgraduate degree in statistics; (ii) Diploma in Computer of six months duration from a recognised institute. (iii) Matric with Hindi/Sanskrit or 10+2/ BA/ MA with Hindi as one of the subjects; <u>Preferential Experience;</u> One year experience in research or teaching.
13.	Librarian	<ul style="list-style-type: none"> (i) Graduate from a recognized university; (ii) Degree in Library Science from a recognised Institution/University; (iii) 5 years experience in a research or scientific Library in a responsible capacity; (iv) Knowledge of Hindi/Sanskrit upto Matric.
14.	Documentalist	<ul style="list-style-type: none"> (i) Graduate from a recognized university; OR B. Lib degree in Library Science from a recognized University; (ii) 2 years experience in a library as a Documentalist. (iii) Knowledge of Hindi/Sanskrit upto Matric Standard.
15.	Cataloguer	<ul style="list-style-type: none"> (i) Graduate from a recognized university; OR B. Lib degree in Library Science from a recognized University; (ii) 2 years experience in a library as a Cataloguer. (iii) Knowledge of Hindi/Sanskrit upto Matric Standard.
16.	Library Assistant	<ul style="list-style-type: none"> (i) Graduate from a recognized university; OR B. Lib degree in Library Science from a recognized University; (ii) 2 years experience in a library of Government Institute/ Govt. Aided Institution/ University. (iii) Knowledge of Hindi/Sanskrit upto Matric Standard.
17.	CSSD Supervisor	<ul style="list-style-type: none"> (i) Matric pass with Hindi/Sanskrit (ii) B.Sc. Microbiology or Bio-physics or B.V. Sc.; (iii) 3 years experience in Supervisory capacity in Hospital Medical College or a Factory. Desirable: Short course in Business management.

18.	Biomedical Engineers	<p>(i) B.Tech in Bio-Medical Engineering / Electronics & Communication/Electronics & Instrumentation from any recognized Institute /University approved by UGC or AICTE with minimum 55% marks in aggregate in all semesters having an post qualification experience of 5 years or above in minimum of 500 beds Govt./Semi Govt. Hospitals</p> <p>OR</p> <p>Diploma in Bio-Medical Engineering / Electronics & Communication/ Electronics & Instrumentation from any recognized Institute/ Polytechnic approved by State Technical Education Board with minimum 60% marks in aggregate in all semesters having an post qualification experience of 08 years or above in minimum of 500 beds Govt./Semi Govt. Hospitals</p> <p>OR</p> <p>Two years ITI course in any recognized, Govt. /Semi Govt. Institute approved by State Govt. with minimum of 65% marks having an post qualification experience of 10 years & above in an 500 beds Govt./Semi Govt. hospital.</p> <p>(ii) Knowledge of Hindi/Sanskrit upto Matric Standard.</p>
19.	Medical Social Worker	<p>(i) Knowledge of Hindi/Sanskrit upto Matric Standard;</p> <p>(ii) Graduation in any discipline preferably in Sociology;</p> <p>(iii) Master in Social Work from recognised University;</p> <p>(iv) 2 years experience in group work of community organization; Preference will be given to those people who have worked in Medical College/ Health Department.</p>
20.	Health Inspector/ Health Assistant Male	<p>(i) Matric with Hindi/Sanskrit;</p> <p>(ii) One year diploma of sanitary inspector from Govt. recognized institute.</p> <p>(iii) Two years experience as health inspector / health assistant male.</p>
21.	Health Educator	<p>(i) Graduate in any discipline preferably social science;</p> <p>(ii) Two years diploma in Health Education or certificate course in Health Education with 5 years experience in Health Education; Preference : may be given to the candidate having experience of Public Health field work;</p> <p>(iii) Knowledge of Hindi/Sanskrit upto Matric Standard.</p>
22.	Driver	<p>(i) Matric with Hindi/Sanskrit;</p> <p>(ii) Heavy transport vehicle driving licence or Light transport vehicle driving licence;</p> <p>(iii) 2 years experience of driving a heavy transport vehicle or light transport vehicle.</p>

Terms & Conditions:

1. The application on prescribed Performa along with attested copies of educational certificates and other relevant documents must reach the office of Director, Shaheed Hasan Khan Mewati Govt. Medical College, Nalhar, Mewat on or before **Dt. 14/09/2014 (5.00 PM)** through Registered/Speed Post. Applications by courier will not be accepted.
This institute will not be held responsible for any postal delay.
2. Two recent passport size photographs and a Fee of Rs. 300 /- for General category and Rs. 100/- for Reserved Category in the shape of Demand Draft/Indian Postal Order/ Treasury Challan in departmental receipt head 0210; in favour of Director, SHKM GMC Nalhar (Mewat) **payable at Nuh** should be submitted along with application form.
3. The candidate must mention the post for which applied and the reserved category (if any) on the top of the envelop in which the application is being submitted. Separate applications to be filled if candidate want to apply for more than one post.
4. The candidate applying for a post must ensure that he/she must fulfill the minimum Basic Eligibility Criteria mentioned against each post on the closing date for the application. If on verification at any time before or after the selection or interview found ineligible or any information furnished in the application form is incorrect or false, their candidature will be cancelled in addition to legal action.
5. Staff will be governed by the provision of the Civil Services Rules and the relevant recruitment and conditions of Service rules as applicable to your post as existing from time to time.
6. The services will be governed as per service rules (of Group- C & D) of PGIMS, Rohtak.

7. Reservation as per Haryana Govt. rules. The abbreviations GC stands for General Category, SC stands for Scheduled Caste, BCA for Backward Class ‘A’ and BCB for Backward Class ‘B’ , SBC for Special Backward Class and EBP / EBP GC for Economically Backward Person of General Category.
8. The institute may shortlist the candidate based on certain criteria or can conduct a screening test, if the number of applications happens to be large for any category.
9. No TA/DA for attending the test / interview etc will be paid.
10. The candidates already in (Govt. / private) job should also apply through proper channel in addition to advance copy. No Objection Certificate (NOC) should be produced by all such candidates from the present employer at the time of interview.
11. All documents attached (especially experience certificate) pertaining to eligibility should bear proper date, dispatch no. , job designation, type of job (full time, part time/ regular/ permanent/contract/through outsourcing/ volunteer/ guest faculty etc), type of institute (Private/ Govt. Aided/ semi Govt./ Govt.) and sign with stamp of competent issuing authority with designation.(or in the format provided)
12. Age, qualification, experience and other achievements attained will be counted as on the Closing Date.
13. The list of eligible candidates along with place, date and time of interview will be displayed on official website (www.gmcnewat.ac.in / www.dme.gov.in). No separate call letter will be issued regarding this.
14. Incomplete application in any form & without attested copies of educational certificates and other relevant documents will be rejected.
15. Seats can be increased or decreased, by the competent authority.
16. Pay Scales:

NAME OF POST	Pay Scale	NAME OF POST	Pay Scale
Nursing Superintendent	As per PGIMS Rohtak	Medical Record Officer	As per PGIMS Rohtak
Deputy Nursing Superintendent	9300-34800+5400GP	Coding Clerk	As per PGIMS Rohtak
Assistant Nursing Superintendent	9300-34800+4200GP	Librarian	As per PGIMS Rohtak
Refractionist	9300-34800+4200 GP	Documentalist	As per PGIMS Rohtak
Audiometry Tech.	9300-34800+3200 GP	Cataloguer	As per PGIMS Rohtak
Radiographic Tech.	9300-34800+3200 GP	Library Assistant	As per PGIMS Rohtak
Physicist	9300-34800+4200 GP	Medical Social Worker	5200-20200+2400GP
Clinical Psychologist	9300-34800+4200 GP	Anaesthesia Technician	5200-20200+2400GP
Biomedical Engineers	9300-34800+5400GP	Health Inspector/ Health Assistant Male	5200-20200+2400GP
Statistician	9300-34800+4200 GP		
CSSD Supervisor	9300-34800+3200GP	Driver	5200-20200+2400GP
Health Educator	9300-34800+3200 GP		

Director General

Medical Education & Research, Haryana,

Bays no. 55-58, Sector-2, Panchkula.

Application for the post of: _____

Challan / IPO/ DD No. _____
Dated: __/__/__
Issuing bank: _____

(For office use only)

Roll No:

Receipt No. _____ Date of receipt: _____

RECEIVED BY: Name: _____

Signature: _____

SCRUTINY DONE BY: _____

1. Name of the applicant (Hindi) _____
(English in capital letters) _____

2. Father’s Name _____

3. Mother’s Name: _____

4. Date of Birth (DD/MM/YY). _____ Age:YY.....MM.....DD

5. Birth Place _____ District _____ State _____

6. Marital Status _____

7. Gender (Male or Female).....

8. Are you
(a) A citizen of India by birth or by domicile
(b) A person having migrated from Pakistan with intention of permanently settling in India or a subject of Nepal or Sikkim or Subject of a Portuguese Possession India

Affix

Attested
passport size
photograph

9. Category: (Tick mark) Unreserved/ GC/ Reserved Category of Haryana only:
(Certificate to this effect from competent authority should be attached.)

EBP GC

SC

BCA

SBC

10. Name of the State to which you belong _____

11. Contact No. Landline _____ Mobile (1).....
Mobile (2) _____ E-mail ID (Mandatory) _____

12. Full Address (Permanent):

Correspondence:

14. Educational Qualification:

Class / Courses	University/ College/ Board	From	To	Year of passing	Duration	Marks Obtained	Max. Marks	Percentage (%) of marks
Matric (10th)								
Sr. Secondary (12th)								
Graduation or Diploma								
Post- Graduation Degree								
Others 1. 2.								

15. Experience (Attach Valid Certificate):

Experience From	Name of Organization and Job Designation	From	To	Duration (YY/MM/DD)
Recognised Govt. Medical College				
Recognised Private Medical College				
MCI Permitted medical College/ Teaching Hospital other than Med. Coll. With Tertiary care services.				
Corporate / Multi Speciality hosp. (More than 300 bedded)				
Non Teaching Hospital: District/Civil/Gen. Hosp./others				
CHC (Comm. Health Centre)				
PHC (Primary Health Centre)				
Private: Dispensary/ Clinic/ Nursing Home/ any other				
Any Others /Govt. /Govt. Aided/ Semi Govt. Institute / University				

16. Extra Curricular Activities (Attach Certificate)

S.NO	Type of Activity	
1	Sports (mention level: Distt. / State / University / National / Inter-national)	
2	Blood donation (times: attach certificate)	
3	NSS/NCC-C Certificate	

Declaration: I _Mr/Mrs.....S/O Sh.solemnly declare that;

1. All statements made in this application are true, complete and correct to the best of my knowledge and belief and if found incorrect at any stage, my candidature may be cancelled.
2. I have never been convicted by Criminal Court.

Place: _____

Date: _____

Thumb impression

LTI of Male/ RTI of Female

Signature of the candidate
(Unsigned application will be rejected)