

**NORTH EASTERN INDIRA GANDHI REGIONAL INSTITUTE OF HEALTH & MEDICAL SCIENCES,**  
**MAWDIANGDIANG, SHILLONG.**

**Advt. No.NEIGR-GAD (RC)/35/2013/01 Dated: 2<sup>nd</sup> July 2013**

Applications are invited from eligible candidates for filling up the following posts on direct recruitment. Eligible/suitable candidates are requested to submit their applications in the **prescribed format** along with attested copies of certificates & testimonials, two copies of recent passport size photograph, Indian Postal Order for Rs.50/-being the application fee in favour of the **Deputy Director (Admn), NEIGRIHMS payable at Shillong.** (No application fee for ST/SC and Handicapped candidates). Candidates working in Govt. /Semi Govt./Public Sector Undertaking/Autonomous Institutions are instructed to submit their application through proper channel. Candidates should note that mere fulfilling of the minimum requisite qualifications & experience shown against each post bestows no right on them to be call for test/interview. Only shortlisted candidates will be called for the test/interview as the Institute deemed fit. Only Indian citizens need to apply.

**Sl.No.1: ECG Technician:- (No. of Post: 1) (One) (Unreserved)**

**Scale of Pay:** PB-1 Rs.5200-20200/- + Grade Pay Rs.2800/- (Revised)

**Educational Qualification & Experience** : BSc with Physics as one of the subjects from a recognized University with one year's experience in handling of Cardiology equipment **OR** Diploma of 3 years in Electronics/Electrical Communication Engineering from a recognized Institute with one year's experience in Handling of cardiology equipment.

**Sl.No.2: Gas Officer – (No of Post: 1) (One) (Unreserved)**

**Scale of Pay:** PB-1 Rs.5200-20200/- + Grade Pay Rs.2800/- (Revised)

**Educational Qualification & Experience: Essential-** (1) Matriculation or equivalent from a recognized Board/University. (2) Diploma/Certificate in Mechanical Engineering. (3) Three years working experience with Oil/Gas Generator or its repairs. (4) Must be capable of Operating Oil/Gas Generator plant and carry out work associated with the Medical Gas Management distribution line, taps, cocks and outlets. **Desirable:** Experience in Hospital/Institute including maintenance of store and accounting.

**Sl.No.3: Ophthalmic Technician - (No of Post- 4) (Four): (3-Unreserved, 1-ST)**

**Scale of Pay:** PB-1 Rs.5200-20200/-+ Grade Pay Rs.2800/- (Revised)

**Educational Qualification & Experience:** B.Sc in Ophthalmic Techniques or equivalent from a recognized University.

**Sl.No.4: Hoover Operator - (No of Post- 5) (Five): (3-Unreserved, 2-ST)**

**Scale of Pay:** PB-1 Rs.5200-20200/-+ Grade Pay Rs.2800/- (Revised).

**Educational Qualification & Experience: Essential:** (1) Matriculation or equivalent from a recognized University/Board. 2. ITI Diploma in Electrical or Mechanical Engineering from a recognized Institute.

**Desirable:** 5 years experience as Hoover Operator in Medical Institute/Hospital.

**Sl.No.5: Audio Visual Technician (Projectionist)- (No of Post- 2) (Two) (Unreserved)**

**Scale of Pay:** PB-1 Rs.5200-20200/- + Grade Pay Rs.2800/-(Revised)

**Educational Qualification & Experience:** (1) Matriculation or equivalent from a recognized University/Board with sound knowledge of Hindi & English. (2) Diploma in Electronics from a recognized Institute. (3) One year experience in handling minor & major repairing of all make projectors, Battery and Electric Cinematography.

**Sl.No.6: Audio Metric Technician - (No of Post- 1) (One): (Unreserved)**

**Scale of Pay:** PB-1 Rs.5200-20200/-+ Grade Pay Rs.2800/- (Revised)

**Educational Qualification & Experience:** (1). BSc in Speech and Language Pathology or Bachelor in Audiology. (2). One year Clinical experience as Audio Metric Technician in Medical Institute/Hospital. (3) Should be registered with rehabilitation Council of India.

**Sl.No.7: Radiotherapy Technician - (No of Post- 6) (Six): (4-Unreserved, 2-ST):**

**Scale of Pay:** PB-1 Rs.5200-20200/-+ Grade Pay Rs.2800/- (Revised)

**Educational Qualification & Experience: Essential:** B.Sc. in Medical Technology (Radiotherapy) from a recognized University/Institute. **Desirable:** One year's experience in Radiotherapy in a teaching Institute/Hospital.

**Sl.No.8: Technical Assistant - (Cath Lab) (No of Post-2) (Two): (Unreserved)**

**Scale of Pay:** PB-1 Rs.5200-20200/- + Grade Pay Rs.2800/- (Revised)

**Educational Qualification & Experience:** BSc with Physics as one of the subjects from a recognized University with one year's experience in handling of Cardiology equipment **OR** Diploma of 3 years in Electronics/Electrical Communication Engineering from a recognized Institute with experience in cardiology laboratory for one year.

**Sl.No.9: Generator Mechanic - (No of Post-1) (One) (Unreserved)**

**Scale of Pay:** PB-1 Rs.5200-20200/- + Grade Pay Rs.2400/- (Revised)

**Educational Qualification & Experience:** (1) Matriculation or equivalent from a recognized University/Board. (2) Diploma /Certificate in Mechanical Engineering from a recognized Institute with three years experience in the field.

**Sl.No.10: Cashier - (No of Post-1) (One): (Unreserved)**

**Scale of Pay:** PB-1 Rs.5200-20200/- + Grade Pay Rs.2400/- (Revised)

**Educational Qualification & Experience: Essential** -Graduate preferably in Commerce from a recognized University. **Desirable:** - One year experience in handling cash & maintenance of accounts.

**Sl.No.11: BCG Technician - (No of Post-6) (Six): (4-Unreserved, 2-ST)**

**Scale of Pay:** PB-1 Rs.5200-20200/-+ Grade Pay Rs.2400/- (Revised)

**Educational Qualification & Experience: Essential:** - B.Sc. (MLT) Degree from a recognized University with one year experience in Medical Laboratory. **Desirable:** One year certificate course in BCG Technology.

**Sl.No.12: Fire Guard - (No of Post-6) (Six): (4-Unreserved, 2-ST)**

**Scale of Pay:** PB-1 Rs.5200-20200/-Grade Pay Rs.2400/- (revised)

**Educational Qualification & Experience: Essential:** (1). Matriculation or equivalent from a recognized Board. (2). Certificate of having undergone at least 6 months Fire Fighting Course from a reputed Institute. (3). Must be physical fit and capable of performing strenuous duties.

**Sl.No.13: Dental Hygienist - (No of Post-3) (Three): (2-UR, 1-ST)**

**Scale of Pay:** PB-1 Rs.5200-20200/- Grade Pay Rs.2400/- (Revised)

**Educational Qualification & Experience: Essential :-**(1) Matriculation with Science or equivalent from a recognized University/Board. (2) Diploma/Certificate in Dental Hygienist of two years duration from an Institute recognized by Dental Council of India for that purpose. (3) Registered as Dental Hygienist in Dental Council of India. **Desirable:** Diploma in Sanitation or Public Hygiene.

**Sl.No.14: Dental Mechanic - (No of Posts-3) (Three): (2-UR, 1-ST)**

**Scale of Pay:** PB-1 Rs.5200-20200/- Grade Pay Rs.2400/- (Revised).

**Educational Qualification & Experience: Essential-** (1) Matriculation with Science or equivalent from a recognized University/Board. (2) Dental Mechanic course of two years duration from an Institute recognized by Dental Council of India for that purpose. **Desirable:** (i) Experience of two years as Dental Mechanic. (ii) Special training/experience in crown on bridge chrome cobalt, myofunctional orthodontics appliances.

**Sl.No.15: Boiler Room Operator - (No of Post-1) (One) (Unreserved)**

**Scale of Pay:** PB-1 Rs.5200-20200/-Grade Pay Rs.2400/- (revised)

**Educational Qualification & Experience: Essential** (1) Matriculation or equivalent from a recognized University/Board. (2) ITI Diploma/Certificate in Boiler Attendant from a recognized Institute.

**Desirable:** One year experience in Boiler Room preferable in Medical/Pharmaceutical Institute.

**Sl.No.16: Motor Mechanic - (No of Post -1) (One) (ST)**

**Scale of Pay:** PB-1 Rs. 5200-20200/- + Grade Pay Rs.1900/- (revised)

**Educational Qualification & Experience: Essential** (1) Matriculation or equivalent from a recognized University/Board. (2) ITI Diploma in Automobile Engineering Trade from a recognized Institute.

**Desirable** - (i) Driving License for Heavy Vehicle (ii) A pass in certificate course in Motor Mechanic from ITI with two years experience.

**Sl.No.17: Driver Gr-III - (No of Post -6) (Six): (3-UR, 3-ST)**

**Scale of Pay:** PB-1 Rs. 5200-20200/- + Grade Pay Rs.1900/- (revised)

**Educational Qualification & Experience: Essential** (1) Should possess a valid driving license for driving heavy vehicles. (2) Knowledge of motor mechanism (the candidate should be able to remove minor defects in vehicle) (3) Experience of driving motor vehicles (including heavy vehicles) for at least 3 years. **Desirable**—1. Pass in the 8<sup>th</sup> standard. 2. Three years service as Home Guards/Civil Volunteer.

**Sl.No.18: Dark Room Assistant - (No of Post-7) (Seven): (4-UR, 3-ST)**

**Scale of Pay:** PB-1 Rs.5200-20200/-+ Grade Pay Rs.1900/- (Revised).

**Educational Qualification & Experience: Essential** - (1) Matriculation or equivalent from a recognized University/Board. (2) Diploma/Certification in Radiography of minimum one year from a recognized Institute. **Desirable:** One year experience as Dark Room Assistant.

**Sl.No.19: Gas Keeper - (No of Post-2) (Two): (Unreserved)**

**Scale of Pay:** PB-1 Rs.5200-20200/- + Grade Pay Rs.1900/- (Revised)

**Educational Qualification & Experience:** (1) Matriculation or its equivalent from a recognized University/Board. (2) Two years experience in preparation of Gas in a Gas plant.

**Sl.No.20. Gas Mechanic - (No of Post -1) (One): (Unreserved)**

**Scale of Pay:** PB-1 Rs. 5200-20200/- + Grade Pay Rs.1900/- (revised).

**Educational Qualification & Experience:** (1) Matriculation or equivalent from a recognized University/Board. (2) Trade Certificate or ITI Diploma in Mechanical Engineering. (3) Two years working experience with Oil/Gas generator or its repairs. (4) Must be capable of operating Oil/Gas Generator plant and carry out work associated with the Medical Management, distribution lines, taps, cocks and outlets.

**Sl.No.21: Laundry Mechanic - (No of Post-1) (One): (Unreserved)**

**Scale of Pay:** PB-1 Rs.5200-20200/- + Grade Pay Rs.1900/- (Revised)

**Educational Qualification & Experience:** **Essential** - (1) Matriculation or equivalent from a recognized University/Board. (2) ITI Diploma in Mechanical Engineering (3) Two years experience in Mechanical Laundry including practical experience of handling, maintaining and repairing of laundry equipment and knowledge of stores accounting. **Desirable:** (i) Experience in dry cleaning machines. (ii) Experience in handling large number of factory works.

**Sl.No.22: AC Mechanic - (No of Post-1) (One): (Unreserved)**

**Scale of Pay:** PB-1 Rs.5200-20200/- + Grade Pay Rs.1900/- (Revised)

**Educational Qualification & Experience:** (1) Matriculation or equivalent from a recognized University/Board. (2) ITI Diploma in Refrigeration and AC Mechanic from a recognized Institute. (3) A minimum of one year experience as an air conditioning or refrigeration serviceman.

**Sl.No.23: Pump Mechanic - (No of Post-1) (One): (Unreserved)**

**Scale of Pay:** PB-1 Rs.5200-20200/- + Grade Pay Rs.1900/- (Revised)

**Educational Qualification & Experience:** (1) Matriculation or equivalent from a recognized University/Board. (2) A certificate in trade of Electrician. (3) Should possess a valid Electrical workman permit/license issued by a competent authority.

**Sl.No.24: OT Assistant Gr-II - (No of Post-2) (Two): (Unreserved)**

**Scale of Pay:** PB-1 Rs.5200-20200/- + Grade Pay Rs.1900/- (Revised)

**Educational Qualification & Experience:** (1) Matriculation or equivalent from a recognized University/Board. 2. Diploma in Operation Theatre Technique or 5 years experience as OT or Anesthesia Assistant in medical Institute/Hospital.

**Sl.No.25: CSSD Asst Gr-II - (No of Post-1) (One) (ST)**

**Scale of Pay:** PB-1 Rs.5200-20200/- + Grade Pay Rs.1900/- (Revised).

**Educational Qualification & Experience:** Theatre Assistant Course with 4 years experience in CSSD/Operation Theatre **OR** 12<sup>th</sup> with Science from a recognized University/Board with one year's experience in CSSD Operation Theatre and Blood Bank in any Hospital.

**Sl.No.26: Animal Keeper - (No of Post-2) (Two): (1-UR, 1-HH)**

**Scale of Pay:** PB-1 Rs.5200-20200/- + Grade Pay Rs.1900/- (Revised).

**Educational Qualification & Experience:** (1) 10<sup>th</sup> or equivalent with Science as one of the subjects from a recognized University/Board. (2) Two years experience as animal keeper in breeding and keeping animals in Medical/Research Institute.

**General Information for Direct Recruitment:**

1. Age Limit (**as on 31<sup>st</sup> July 2013**) not exceeding 30 years relaxable by 5 years for Govt. servants in accordance with the instruction of the Central Govt.
2. Relaxation of upper age limits for SC/ST/OBC/Ex-serviceman/Handicapped/disabled candidates will be allowed as per Govt. Rules, where reservations of posts are meant for these categories only and Departmental candidates will also be allowed age relaxation as per Govt. Rules.
3. Upper age limit is relaxable by 5 years for Govt.servants in accordance with instruction of Govt. of India.
4. Reservation for SC/ST/OBC will be as per Govt. of India norms.
5. Persons working under Central/State Government/Public Sector Undertaking/Autonomous Organization should submit their applications through proper channel. They may, however, send one advance copy of the application along with enclosures which should reach before the prescribed last date.
6. The decision of the Institute as to eligibility or otherwise of a candidate will be final.
7. The applicants, who do not have requisite qualifications up to the last date for submission of applications, will not be considered.
8. The experience is relaxable at the discretion of the Selection Committee.
9. Canvassing of any kind will be a disqualification.
10. Incomplete applications will not be considered.
11. Mere fulfilling the minimum education qualification and experience doesn't bestow right to a candidate to be called for interview. Institute reserves the right to reject or accept any candidature without assigning any reason thereof.
12. Due to dearth of quarters, the Institute is not in a position to provide Quarters to all selected candidates. If quarters are not provided the staff will be entitled to HRA as per prescribed rules.
13. The number of vacancies indicated against each category of posts is provisional and may increase or decrease depend on the actual needs of the Institute.
14. The Institute will not be responsible for non-receipt/late receipt of any communication send by the candidates due to postal delay/lost in transit.
15. Eligible/suitable candidates are requested to submit their applications in the prescribed format alongwith attested copies of certificate & testimonials, two copies of recent passport size photograph, Indian Postal Order for Rs.50/-being the application fee in favour of the **Deputy Director (Admn), NEIGRIHMS payable at Shillong**. (No application fee for ST/SC and Handicapped candidates).
16. Complete applications may be send in the prescribed proforma to the **Deputy Director (Admn), North Eastern Indira Gandhi Regional Institute of Health and Medical Sciences, Mawdiangdiang, Shillong-793018** in a sealed envelope SUPERSCRIBING "Application for the post of ....."

**Prescribed application forms for Direct Recruitment can be downloaded in PDF format from Institute's website <http://www.neigrihms.nic.in>.**

Last date of receipt of application is **31<sup>st</sup> July 2013**

Sd/xx  
Deputy Director (Admn)  
NEIGRIHMS, Shillong

## **APPLICATION FORMAT**

**North Eastern Indira Gandhi Regional Institute of Health & Medical Sciences, Shillong**  
**APPLICATION FOR THE POST OF .....**

1. Full Name in Block Letters:

2. Father's/Husband Name:

3. Date of Birth:

4. Age (as on 31<sup>st</sup> July 2013 ):

5. Sex:

6. Permanent Address in Full:

7. Present Address in Full:

8. Nationality (State whether by Birth or by Domicile):

9. Religion:

10. Do you belong to Schedule Case/Scheduled Tribe/OBC?

11. Details of Examination passed starting from Matriculation/School leaving certificate onward:

Sl. No.	Name of School/College with Address	Examination Passed/Year	Division/Class obtained	Percentage of marks obtained

Affix Passport size  
Photograph

12 a) **Experience**

Sl. No	Name of the Institution	Name of the employer	Post(s) held		Nature of duty	Reason of leaving
			From	To		

b) Whether No Objection Certificate from the Employer is attached, if not, reason thereof:

**Declaration**

I hereby declare that the entries made are in this form as above is true and correct to the best of my knowledge and belief.

Signature of applicant

Station: \_\_\_\_\_

Date: \_\_\_\_\_