



भारत सरकार
GOVERNMENT OF INDIA
चिकित्सा अधीक्षक का कार्यालय
OFFICE OF THE MEDICAL SUPERINTENDENT
सफदरजंग अस्पताल एवं वी.एम.एम. कॉलेज
VMMC & SAFDARJUNG HOSPITAL
नई दिल्ली - ११००२९ New Delhi - 110029

RECTT-1/2/2023-RECRUITMENT CELL-Part (1)
04.09.2024

Dated:

VACANCY NOTICE

Subject: - Filling up of posts on deputation basis in Safdarjung Hospital-reg.

Applications are invited from the eligible candidates for filling up the post of Assistant Director (OL) on deputation basis in VMMC & Safdarjung Hospital, New Delhi.

2. Details of vacancies/pay level etc. are as under :-

| Sl. No. | Post and Pay Scale | Total Vacancies | Mode of Recruitment |
|----------------|---------------------------------------------------------------------------------|------------------------|---------------------------------------------------------------------------------------------|
| 1. | Assistant Director (OL) Level 10 in the pay matrix (Rs. 56100-Rs. 177500) | 01 | Composite Method: Deputation (including short term contract) plus Promotion |

3. For detailed advertisement, Instructions, eligibility requirements, age limit, application forms, annexures etc. please visit the website of Safdarjung Hospital (www.vmmc-sjh.nic.in)/DGHS (<https://dghs.gov.in>.)

4. The applications along with all the necessary documents as detailed in the notice of advertisement available on the website of Safdarjung Hospital are to be submitted in the prescribed application. The applications will be received in **Diary Section, Near Gate No.2 of VMMC & Safdarjung Hospital, New Delhi within 30 days from the date of issue of the advertisement in Employment News on any working days ie. Monday to Friday from 9.00 AM to 4.00 PM and on Saturday 9.00 AM to 1.00 PM.** (However, if the last date for submission of applications falls on national holiday. Sunday or any other holiday declared by the Government of India, the next working day will be assumed as closing date)

Signed by
Ashok Kumar Pal
Date: 01-10-2024 20:08:18
(Ashok Kumar Pal)

Deputy Director(Admn.)



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नई दिल्ली - ११००२९ New Delhi - 110029

RECTT-1/2/2023-RECRUITMENT CELL-Partt (1)

Dated: 14.10.2024

VACANCY CIRCULAR

Subject: - Filling up of posts on deputation basis as per the details provided below: -

Applications are invited from the eligible candidates for filling up the following post on Deputation basis in VMMC & Safdarjung Hospital, New Delhi. The details of posts including number of vacancies, pay band and grade pay, requisite qualification, experience along with any other information are as under:

| Sl.No. | Post and Pay scale (Revised) | No. of Vacancies | Mode of recruitment with Qualification and experience |
|--------|-------------------------------------------------------------------------------------|------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. | Assistant Director (OL) Level 10 in the pay matrix (Rs. 56100- Rs. 177500) | 01 | <p>Composite Method: Deputation (including short term contract) plus Promotion:- Officers under the Central or State Government or Union Territories or Autonomous or Statutory Organizations or Public Sector Undertakings or Universities or recognized research institutions:</p> <p>(a) (i) Holding analogous posts on regular basis in the Parent cadre/department; or (ii) With three years service in the grade rendered after appointment thereto on a regular basis in Level 7 in the pay matrix or equivalent in the parent cadre or department; and</p> <p>(b) Possessing the following education qualifications and experience: (i) Master degree of a recognized University in Hindi with English as a compulsory or elective</p> |

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| | | | | <p>subject or as the medium of examination at the degree level; Or Masters degree of a recognized University in English with Hindi as a compulsory or elective subject or as the medium of examination at the degree level; Or Master's degree of a recognized University in any subject other than Hindi or English, with Hindi medium and English as a compulsory or elective subject or as the medium of an examination at the degree level; Or Master's degree of a recognized University in any subject other than Hindi or English, with English medium and Hindi as a compulsory or elective subject or as the medium of an examination at the degree level; Or Master's Degree of a recognized University in any subject other than Hindi or English, with Hindi and English as compulsory or elective subjects or either of the two as a medium of examination and the other as a compulsory or elective subject at the degree level;</p> |
| | | | (ii) | <p>Three years experience of using or applying terminology (terminological work) in Hindi and translation work from English to Hindi or vice versa preferably of technical or scientific literature under Central or State Governments or Autonomous Body or Statutory Organizations or PSU or Universities or recognized research or educational institution. Or Three years experience of</p> |

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| | | | | <p>teaching in Hindi and English or research in Hindi or English under Central or State Governments or Uts. Or Autonomous Body or Statutory Organizations or PSU or Universities or recognized research or educational institution.</p> <p>The Departmental Senior Translator in Level 7 in the pay matrix with 3 years regular service in the grade and possessing the educational qualification and experience prescribed for deputationists will also be considered along with the outsiders and in case he/she is selected for appointment to the post, the same shall be treated as having been filled by promotion.</p> <p>Note-2: Period of deputation (including short term contract) including period of deputation (including short term contract) in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department shall ordinarily not to exceed three years. The maximum age limit for appointment by deputation (including short term contract) shall not be exceeding fifty six years as on the closing date of receipt of applications).</p> |
|--|--|--|--|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Note:- There is no possibility of absorption in the above-mentioned posts.

Signed by

Ashok Kumar Pal

Date: 14-10-2024 10:39:55

(Ashok Kumar Pal)

Deputy Director (Admn)

General Instructions

1. Candidates who are applying for the posts should submit their applications in the prescribed proforma **through proper channel** along- with copies of the testimonials, mark-sheets, educational certificates, experience certificate, date of birth certificate, any other relevant educational or experience certificates, copies of last five years ACRs/APARs, Vigilance Clearance and Integrity certificate duly verified by the head of the institution etc. to **The Medical Superintendent, Safdarjung Hospital, New Delhi-110029 within 30 days from the date of issue of advertisement in employment newspaper.** (However, if last date for submission of applications falls on national holiday, Sunday or any other holiday declared by Government of India, the next working day will be assumed as closing date). The applications received after the last date of receipt shall not be entertained under any circumstances.
2. The **envelope containing application form** must be **super-scribed in bold letter name of the post applied for.**
3. **Crucial date for determining the age limit shall be closing date for the receipt of application.** Even if closing date will be extended due to national holiday or Sunday or any other holiday declared by Government of India, **the crucial date for determining the age limit shall remain closing date for the receipt of application.**
4. Applications which are incomplete in any manner or not in prescribed format, would be summarily rejected. **Candidates must ensure that application is complete in all respects and all the documents enclosed with application and photograph pasted on the application should be attested.** No correspondence what so ever shall be entertained in this regard.
5. The period of deputation for all posts mentioned above including the period of deputation in any other ex-cadre post held immediately before preceding this appointment in the same or some other organization or department of the Central Government shall not ordinarily exceed **three years.**
6. The terms and conditions of deputation will be regulated in accordance with the Department of Personnel & Training O.M. No.6/8/2009-Estt.(Pay) dated 17th June 2010 and O.M. No.2/6/2016-Estt.(Pay-II) dated 17.02.2016, as amended from time to time. A person in higher Grade Pay shall not be eligible for appointment to a post carrying a lower Grade Pay.
7. The hospital reserves the right not to fill up the posts, cancel the advertisement in whole or part without assigning any reason and its decision in this regard will be final.
8. Candidates who have once applied will not be allowed to withdraw their candidature.
9. **The period of deputation shall be of one year ordinarily .**
10. Maximum age limit for appointment **shall not exceed 56 years as on the closing date for the receipt of application.**

11. **NOC in the form of undertaking form for the employer to the effect that in the case of selection, the department will spare the candidate for joining service in the Hospital should be attached with the application.**
12. Candidates must ensure that they have requisite academic qualification and experience from a recognized institution for the post applied for on or before the date of issue of advertisement.
13. **There is no possibility of permanent absorption for all the above-mentioned posts.**
14. If a candidate produces false documents, he/she will not only be disqualified/dismissed from services if already appointed but may also be liable for criminal proceedings.
15. Candidates trying to use any influence or adopt any unfair means would be disqualified from the selection.
16. Failure to comply with any of the instructions contained in this notification may entail rejection of candidature.
17. Candidates are advised to go through the official website of **(www.vmmc-sjh.nic.in)/DGHS (<https://dghs.gov.in>)** regularly for receiving any updates in this matter.\
18. All disputes will be subject to the jurisdiction of Delhi Courts.

sd/-
Deputy Director (Admn.)

Paste your latest
passport size
photograph

Annexure-1

Proforma for application for all posts to be filled on deputation

BIO-DATA/CURRICULAM VITAE PROFORMA

| | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| 1. Name and Address (in Block Letters with telephone number) | |
| 2. Date of Birth (in Christian era) | |
| 3. i) Name of the post for which the candidate is applying | |
| ii) Date of entry into Govt. Service | |
| iii) Date of retirement under Central/State Government Rules | |
| 4. <u>Educational Qualification and Experience:</u> - (i) Educational qualification necessary for the post - Note: (Enclose a separate sheet if the space is insufficient) | |
| 4. (ii) Necessary Experience and details of any other documents necessary for the post: - Note: (Enclose a separate sheet if the space is insufficient) | |

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| <p>4. (iii) Details of any additional qualification acquired by the candidate which is necessary as per Recruitment Rules of the post for which the candidate is applying for: -</p> <p>Note: (Enclose a separate sheet if the space is insufficient)</p> | |
| <p>5. (i) Whether educational and other qualifications required for the post are satisfied. (if any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same)</p> | |
| <p>5. (ii) Please state clearly whether in the light of entries made by you above, you meet the requisite essential Qualifications experience of the post.</p> | |

6. Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.

| Office/Organization | Post held on regular basis | Period of service | Pay Band and Grade Pay/Pay Scale of the post held on regular basis | Nature of appointment whether regular/adhoc/deputation | Nature of duties (in detail) |
|---------------------|----------------------------|-------------------|--------------------------------------------------------------------|--------------------------------------------------------|------------------------------|
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Important: Pay band and Grade pay granted under MACP/ACP are personal to the officer and therefore, should not be mentioned. Only pay band and Grade Pay/Pay Scale of the post held on regular basis to be mentioned.

7. Details of ACP/MACP with present Pay Level in the Pay Matrix as per 7th CPC where such benefits have been drawn by the candidate, may be indicated as under:

| Office/Organization | Pay Level in the Pay Matrix as per 7th CPC drawn under ACP/MACP Scheme | From | To |
|----------------------------|------------------------------------------------------------------------------------------|-------------|-----------|
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| 8. Nature of present employment i.e. Adhoc or Temporary or Permanent | |
|----------------------------------------------------------------------|--|

| 9. In case the present employment is held on deputation/contract basis. please state: - | | | |
|-----------------------------------------------------------------------------------------|-------------------------------------------------|--------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|
| a) The date of initial appointment | b) Period of appointment on deputation/contract | c) Name of the parent office/organization to which the applicant belongs | (d) Name of the post and Pay of the post held in substantive capacity in the parent organization. |
| | | | |

9.1 Note: In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/Department along with cadre Clearance. Vigilance Clearance and Integrity Certificate.

9.2 Note: Information under Column (c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/organization but still maintaining a lien in his parent cadre/Organization.

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| <p>10. If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details.</p> <p>Note: (Enclose a separate sheet if the space is insufficient)</p> | |
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| <p>11 Additional details about present employment: Please state whether working under (indicate the name of your employer against the relevant column)</p> <ul style="list-style-type: none"> a. Central Government b. State Government c. Autonomous Organization d. Government Undertaking e. Universities f. Others | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|

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| <p>12. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade: -</p> | |
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| <p>13. Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale.</p> | |
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|-------------------------------------------------|--|--|
| <p>14. Total emoluments per month now drawn</p> | | |
|-------------------------------------------------|--|--|

| Basic Pay in the Pay Matrix as per 7 th CPC | Level in the Pay Matrix as per 7 th CPC | Total Emoluments |
|--------------------------------------------------------|----------------------------------------------------|------------------|
| | | |

| | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------|--------------------|
| 15. In case the applicant belongs to an organization which is not following the Central Government Pay Scales, the latest salary slip issued by the Organization showing the following details may be enclosed. | | |
| Basic Pay with Level in Pay Matrix as per 7 th CPC:- | Dearness pay/interim relief/other allowances etc., (with break-up details) – | Total Emoluments - |
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| <p>16.A Additional information, if any, relevant to the post you applied for in support of your suitability for the post. (This among other things may provide information with regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the Vacancy Circular/Advertisement (Note): Enclose a separate sheet, if the space is insufficient)</p> | |
| <p>16.B Achievements: The candidates are requested to indicate information with regard to: (i) Research Publications and reports and special projects (ii) Awards/Scholarships/official Appreciation (iii) Affiliation with the professional bodies/Institutions/societies and; (iv) Patents registered in own name or achieved for the organization (v) Any research/innovative measure involving official recognition (vi) any other information (Note: Enclose a separate sheet if the space is insufficient)</p> | |

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| <p>17. Please state whether you are applying for deputation (ISTC)/Absorption/Re-employment Basis (Officers under Central/State Governments are only eligible for "Absorption". Candidates of non-Government Organizations are eligible only for Short Term(Contract) (The option of 'STC'/'Absorption'/'re-employment' are available only if the vacancy circular specially mentioned recruitment by "STC" or "Absorption" or "Re-employment"). Note: (Enclose a separate sheet if the space is insufficient)</p> | |
| <p>18. Whether belongs to SC/ST</p> | |

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualification/Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/withheld.

(Signature of the candidate)

Address-----

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Date-----

Countersigned
 (Employer/Cadre Controlling Authority with seal)

Annexure-II

Certificate by the Employer/Cadre Controlling Authority

The information/details provided in the above application by the applicant are true and correct as per the facts available on records. He/She possesses educational qualification and experience mentioned in the Vacancy Circular. If selected, he/she will be relieved immediately.

3. Also certified that:

i. There is no vigilance or disciplinary case pending/contemplated against Sh./Smt. _____.

ii. His/Her integrity is certified.

iii. His/Her CR Dossier in original is enclosed/photocopies of the ACRS for the last 5 years duly attested by an Officer of the rank of Under Secretary of the Govt. of India or above are enclosed.

iv. No major/minor penalty has been imposed on him/her during the last 10 years.

OR

A list of major/minor penalties imposed on him/her during the last 10 years is enclosed (as the case may be).

Countersigned

(Employer/Cadre Controlling Authority with seal)

Place:

Dated:

Name & Designation, Telephone No. and Office seal



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नई दिल्ली-110029

RECTT-1/2/2023-RECRUITMENT CELL-Part (1)
04.09.2024

दिनांक:

रिक्ति की सूचना

विषय:- सफदरजंग अस्पताल में प्रतिनियुक्ति के आधार पर पदों को भरने के संबंध में।

वीएमएमसी और सफदरजंग अस्पताल, नई दिल्ली में प्रतिनियुक्ति के आधार पर सहायक निदेशक (ओएल) के पद को भरने के लिए पात्र उम्मीदवारों से आवेदन आमंत्रित किए जाते हैं।

2. रिक्तियों/पे लेवल आदि का विवरण निम्नानुसार है:

| क्र. सं. | पद तथा पे स्केल | कुल रिक्तियां | भर्ती का माध्यम |
|----------|----------------------------------------------------------------------------|---------------|------------------------------------------------------------------------|
| 1. | सहायक निदेशक (ओएल) पे मैट्रिक्स में लेवल 10 (रु. 56100 - रु. 177500) | 01 | संयुक्त विधि: प्रतिनियुक्ति (अल्पकालिक अनुबंध सहित) तथा पदोन्नति |

3. विस्तृत विज्ञापन, निर्देश, पात्रता अपेक्षाएं, आयु सीमा, आवेदन पत्र, अनुलग्नक आदि के लिए कृपया सफदरजंग अस्पताल की वेबसाइट (www.vmmc-sjh.nic.in)/ (<https://dghs.gov.in>) देखें।

4. सफदरजंग अस्पताल की वेबसाइट पर उपलब्ध विज्ञापन नोटिस में बताए गए सभी आवश्यक दस्तावेजों के साथ आवेदन निर्धारित आवेदन में प्रस्तुत किए जाने हैं। आवेदन पत्र रोजगार समाचार में विज्ञापन जारी होने की तिथि से 30 दिनों के भीतर किसी भी कार्य दिवस यानी सोमवार से शुक्रवार सुबह 9 बजे से शाम 4 बजे तक और शनिवार को सुबह 9 बजे से दोपहर 1 बजे तक डायरी सेक्शन, वीएमएमसी और सफदरजंग अस्पताल, नई दिल्ली के गेट नंबर 2 के पास ग्रहण किए जाएंगे। (हालांकि, यदि आवेदन जमा करने की अंतिम तिथि राष्ट्रीय अवकाश, रविवार या भारत सरकार द्वारा घोषित किसी अन्य अवकाश पर पड़ती है, तो अगला कार्य दिवस अंतिम तिथि माना जाएगा)

CBC 17145/11/0018/2425



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नई दिल्ली - ११००२९ New Delhi - 110029

RECTT-1/2/2023-RECRUITMENT CELL-Part (1)

Dated: 04.09.2024

VACANCY NOTICE

Subject: - Filling up of posts on deputation basis in Safdarjung Hospital-reg.

Applications are invited from the eligible candidates for filling up the post of Assistant Director (OL) on deputation basis in VMMC & Safdarjung Hospital, New Delhi.

2. Details of vacancies/pay level etc. are as under :-

| Sl. No. | Post and Pay Scale | Total Vacancies | Mode of Recruitment |
|---------|---------------------------------------------------------------------------------|-----------------|--------------------------------------------------------------------------------------|
| 1. | Assistant Director (OL) Level 10 in the pay matrix (Rs. 56100-Rs. 177500) | 01 | Composite Method: Deputation (including short term contract) plus Promotior |

3. For detailed advertisement, Instructions, eligibility requirements, age limit, application forms, annexures etc. please visit the website of Safdarjung Hospital (www.vmmc-sjh.nic.in)/DGHS (<https://dghs.gov.in>.)

4. The applications along with all the necessary documents as detailed in the notice of advertisement available on the website of Safdarjung Hospital are to be submitted in the prescribed application. The applications will be received in **Diary Section, Near Gate No.2 of VMMC & Safdarjung Hospital, New Delhi within 30 days from the date of issue of the advertisement in Employment News on any working days ie. Monday to Friday from 9.00 AM to 4.00 PM and on Saturday 9.00 AM to 1.00 PM.** (However, if the last date of submission of applications falls on national holiday, Sunday or any other holiday declared by the Government of India, the next working day will be assumed as closing date)

CBC-17145/11/0018/2425