



**GOVERNMENT OF INDIA
OFFICE OF THE MEDICAL SUPERINTENDENT
SAFDARJANG HOSPITAL
NEW DELHI-110029**

Hospital website: www.vmmc-sjh.nic.in

F.No. RECTT-2/1/2023-RECRUITMENT CELL/1

Dated:25.09.2023

NOTICE OF ADVERTISEMENT

The Medical Superintendent of Safdarjung Hospital, New Delhi invites applications from the eligible candidates for filling up the following posts of Group "C" & Group "B" (Non- Gazetted) for Direct recruitment on regular basis in VMMC & Safdarjung Hospital, New Delhi. Applications will be received in Diary Section, near Gate No. 2 of of VMMC & Safdarjung Hospital, New Delhi till 31 October, 2023 up to 04:00 P.M.

GOVERNMENT STRIVES TO HAVE A WORKFORCE WHICH REFLECTS GENDER BALANCE AND WOMEN CANDIATES ARE ENCOURAGED TO APPLY

1. Details of vacancies/pay level & reservation are as under:-

S. No.	Name of the post	Level as per pay Matrix	Total Vacancies	Number of vacancies					Vacancies reserved for PwBD			
				SC	ST	OBC	EWS	UR	OH	VH	HH	Others
1.	Operation Theatre Attendant	1	2	0	0	1	0	1	0	0	0	0
2.	Havaldar	2	2	0	0	0	0	2	0	0	0	0
3.	Occupational Therapist	6	1	0	0	0	0	1	0	0	0	0
4.	Community Based Rehabilitation Worker	4	1	0	0	0	0	1	0	0	0	0
5.	Telephone Operator	2	5	0	1	1	1	2	0	0	0	0
6.	Lab Technician for Radioisotopes	6	4	1	0	1	0	2	0	0	0	0
7.	House Keeper	4	1	0	0	0	1	0	0		1	

S. No.	Name of the post	Level as per pay Matrix	Total Vacancies	Number of vacancies					Vacancies reserved for PwBD			
				SC	ST	OBC	EWS	UR	VH	OH	HH	Others
8.	Medical Photographer	5	3	1	0	1	0	1	0	0	1	
9.	Urban Leprosy Worker	2	1	0	0	0	0	1	0	0	0	0
10.	Family Welfare Worker	2	1	0	0	0	0	1	0	0	0	0
11.	Junior Perfusionist	6	10	2	1	2	1	4	0	0	0	0
12.	Lab Technician EEG	6	11	1	1	2	1	6	0	0	0	0

The Divyang/PwBD candidates applying for the above-mentioned post shall be eligible for the benefit of reservation/concessions, if they are suffering from not less than 40% of the relevant disability. The candidate selected against the vacancy reserved for Divyang/PwBD will be adjusted against category (SC/ST/OBC/EWS/UR) from which he/she belongs.

2. Fee structure: -

S.No.	Category	Fee Amount
1.	UR/EWS/OBC	Rs. 600/-
2.	SC/ST/PwBD/Women	NIL

- a) The application fee through online mode is to be paid through **NEFT, IMPS, UPI** mode only and application fee once remitted shall not be refunded under any circumstances. The details are as under:
Name of the Account Holder : **SJH AND VMMC EXAM FEE A/C**
Name of the Bank and Branch : **Bank of Baroda, Safdarjung Hospital, New Delhi- 110029**
Account No. : **26400100023808**
IFSC code : **BARBOSAFECX (fifth character is zero)**
MICR code : **110012067**
- b) **The candidates must attach transaction (payment) receipt/ demand draft/ banker's cheque with the application.**
- c) Fee can be submitted in shape of **Demand Draft/Banker's Cheque in favour of "Medical Superintendent, Safdarjung Hospital" payable at New Delhi.**
- d) **Candidates who are not exempted from fee payment must ensure that their fee has been paid to**

Safdarjung Hospital by online mode or attached with the application in form of demand draft/banker's cheque. If the fee is not received by the hospital, status of the Application Form shall be treated as 'Incomplete'. Further, status of fee payment shall be determined using the receipt of fee payment attached with the application form.

- e) Applications form which will be received without the attached receipt of fee payment shall also be treated as 'Incomplete'. Such applications will be **SUMMARILY REJECTED** and no request for consideration of such applications and fee payment after the closing date in the advertisement shall be entertained.
- f) Fee once paid shall neither be refunded under any circumstances nor will it be adjusted against any other examination or selection.

3. SCHEME OF EXAMINATION

The examination will be single tier for all Group B & C posts which are to be advertised with the scheme of examination as mentioned below: -

S. No.	Subject	Number of Questions	Maximum Marks	Time Allowed
1.	General Intelligence and Reasoning	5	5	1 hour (1 hour and 20 minutes for the candidates eligible for scribe/passage reader as per advertisement notice)
2.	General Knowledge	5	5	
3.	Basic Mathematical Aptitude of Grade X CBSE	5	5	
4.	English Comprehension	5	5	
5.	Questions specific to the respective field of the post	60	60	
Total Questions		80	80	

Essential qualification and age limit: -

S. No.	Name of the post	Age limit	Educational Qualification
1	Operation Theatre Attendant	18-25 years	i) 10th class pass from a recognised Board and ii) Certificate in first Aid from a recognised institute iii) minimum six months experience of working in an Operation Theatre of a recognised hospital of minimum 50 beds
2.	Havaldar	30-40 years	Matriculation or its equivalent qualification from a recognised board with experience in handling labour, preferably ex-serviceman.
3.	Occupational Therapist	21-28 years	(i) Bachelors degree in Occupational Therapy from a recognized University or Institute; and (ii) Two year experience as Occupational Therapist in a govt. hospital or institute. or i) 12th class pass with Science (Physics, Chemistry, Biology) from a recognised board or institute ii) Diploma of two years duration in Occupational Therapy from a recognized University or Institute iii) Three years experience as Occupational Therapist in a recognized Hospital or Institute.

4.	Community Based Rehabilitation Worker	18-25 years	Essential: Educational Qualification: (i) 12th standard pass from a recognized Board or University. (ii) one year certificate course of Multi Rehabilitation Worker/Community Based Rehabilitation Worker from a government institution or Non-Government Organization or Private Institute recognized by Rehabilitation Council of India. (iii) registered as rehabilitation personnel under the Rehabilitation Council of India Act, 1992. Desirable: Maximum one year experience in any Government institute or registered Non-Government Organization working in the disability field.
5.	Telephone Operator	18-25 years	Matriculation, Training in handling of PBX or PABX
6.	Lab Technician for Radioisotopes	Not exceeding 30 years	(a) Bachelor's Degree in Nuclear Medicine Technology from a recognised University or Institute or (b) A Bachelor's Degree in Science from a recognised University of Institute and Post Graduate Degree or Diploma in Nuclear Medicine Technology or Diploma in Medical Radioisotope Technology from a recognised University or Institute.
7.	House Keeper	21-30 years	Matriculation or equivalent qualification from a recognised Board with 3 years experience in running hostel/Canteens etc.
8.	Medical Photographer	20-25 years	Matriculation or equivalent qualification form a recognised Board with 5 years experience in Photography including Micro Photography and Slides.
9.	Urban Leprosy Worker	18-25 years	Essential: (i) Matriculation or equivalent qualification from a recognised Board. (ii) Training in Leprosy Worker from a recognised institute. Desirable; 1. Two months training in Health Education. 2. Four months training in Non Medical Supervisor Post. 3. 5 years experience in Leprosy Central Work.
10.	Family Welfare Worker	18-25 years	Essential: Matriculate or its equivalent qualification from recognised Board. One Year experience in assisting Family Welfare/Social Welfare/Community Work/Sampling Census Work. Desirable: (a) Good knowledge of Hindi. (b) Knowledge of Computer Operation.
11.	Junior Perfusionist	18-25 years	1. Degree in Science from a recognised University or equivalent. 2. Diploma in perfusion Technology recognised by the Association of Cardio Thoracic Surgeons of India.
12.	Lab Technician EEG	21-28 years	Essential: Degree in Science with Physics as one of the subjects from a recognised University with a one year experience in the Neurology department. Or

			Diploma in Electronics/Electrical Communication Engineering from a recognised institution Desirable: Experience in the Neurological Diagnostic equipment for one year
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Note:-

- The closing date of applications received from Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu and Kashmir State, Lahaul and Spiti District and Pangi Sub Division of Chamba Districts of Himachal Pradesh, Andaman and Nicobar Islands or Lakshadweep is **03.11.2023 till 4 P.M.**
- The crucial date for determining the age limit and all other things shall be **31.10.2023** and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu and Kashmir State, Lahaul and Spiti District and Pangi Sub Division of Chamba Districts of Himachal Pradesh, Andaman and Nicobar Islands or Lakshadweep.
- Qualification regarding experience is relaxable at the discretion of the competent authority (for the reasons to be recorded in writing) in the case of candidates belonging to Scheduled Castes or Scheduled Tribes. If at any stage of selection, the competent authority is of the opinion that sufficient number of candidates belonging to these communities possessing the requisite experience are not likely to be available to fill up the posts/vacancies reserved for them.
- According to Rule 10 of the officials Language Rules 1976, framed under the official language Act, 1963, the candidate(s) should have the working knowledge of Hindi. If he does not have the knowledge of Hindi, he must acquire the same during his probation period.

4. Reservation & relaxations: -

S.no	Name of the post	Sub-categories of PwBD suitable for job	Physical Requirements
<u>1.</u>	Operation Theatre Attendant	OL,LC,DW,AAV,Mdy Bum Patient with minor deformity	S,ST,W,BN, MF,RW,CL,PP
<u>2.</u>	Havaldar	Not identified	N.A.
<u>3.</u>	Occupational Therapist	a)B, b)LV, D, HH, c)OA, OL, BL, OAL, CP, LC, d) Dw, AAV. SLD, MI, e) MD involving a) to d)	S, ST, W, BN, MF, RW,SE, H,C
<u>4.</u>	Community Based Rehabilitation Worker	LV,HH,OL,LC,AAV,Mdy,SLD, MD	S,ST,W,BN,L,RW,MF,PP,SE,C,H
<u>5.</u>	Telephone Operator	a) B, LV. b) OA, OL, BL, LC, Dw, AAV. c) ASD(M), ID, SLD, MI. d) MD involving (a) to (c) above.	S, ST, W, MF, SE, H, C

<u>6.</u>	Lab Technician for Radioisotopes	LV, AAV	S,ST,W,BN,L,KC,RW,MF,PP,SE,C,H
<u>7.</u>	House Keeper	a) LV. b) D, HH. c) OA, BA, OL, CP, LC, Dw, AAV. d) ASD (M), ID, SLD, MI. e) MD Involving (a) to (d) above.	S, ST, W, BN, RW, SE, H. C, MF
<u>8.</u>	Medical Photographer	a) D, HH. b) OL, LC, Dw, & AAV. c) ASD(M), ID, SLD, MI. d) MD involving (a) to (c) above.	ST, W, BN, SE, RW, H
<u>9.</u>	Urban Leprosy Worker	OA, LC, Dw,AAV, OL & PD	S, ST, BN, L, RW, MF, PP, SE, C, H
<u>10.</u>	Family Welfare Worker	LC, DW, AAV, OL	Ability to walk around with/ without aid. *Normal Vision * Normal intellectual ability *Both functional arms
<u>11.</u>	Junior Perfusionist	Dw,AAV	S,ST,BN,L,CL,RW,MF,PP,SE,C,H
<u>12.</u>	Lab Technician EEG	Not identified	N.A.

Abbreviation: - AAV=Acid Attack Victim, ASD(M)=Autism Spectrum Disorder (Mild), B=Blind, BA=Both Arm, BL=Both Leg, CP=Cerebral Palsy, D=Deaf, Dw=Dwarfism, HH=Hard of Hearing, ID=Intellectual Disability, LC=Leprosy Cured, LV=Low Vision,, MD=Multiple Disabilities, MDy=Muscular Dystrophy, MI=Mental Illness, OA=One Arm, OL=One Leg, PD=Parkinson Disease, SLD=Specific Learning Disability.

1. Reservation for Scheduled Castes (SC), Scheduled Tribes (ST), Other Backward Classes (OBC), Economically Weaker Sections (EWS) and Persons with Benchmark Disabilities (PwBD) candidates for all the categories of posts/services, wherever applicable and admissible, would be as per extant Government orders and guidelines.
2. Persons having 40% or more disability would be considered eligible for reservation under Physically Handicapped quota, if any, as per rule. Suitability of posts for various benchmark disabilities under the Rights of Persons with Disabilities (RPwD) Act, 2016 will be considered in accordance with Notification No. 38-16/2020-DD-III dated 04.01.2021 issued by Department of Empowerment of Persons with Disabilities (Divyangjan), Ministry of Social Justice and Empowerment.
3. **No examination fee will be charged from SC/ST/PwBD and female candidates.**
4. The OBC candidates who belong to "Creamy Layer" are not entitled for concession admissible to OBC category and such candidates have to indicate their category as General. The OBC (Non-Creamy Layer) candidates are required to submit requisite certificate in prescribed format of Government of India from a competent authority. Further, OBC (Non-Creamy Layer) candidates will have to give a self-undertaking indicating that they belong to OBC (Non-Creamy Layer) category also at the time of joining, in case selected.
5. Candidates applying under any of the reserved category viz. SC/ST/OBC/PwBD will be considered **subject to submission of Caste Certificate/Disability Certificate along with their application in**

the prescribed format issued by the Competent Authority.

6. Similarly, Candidates applying under EWS category must **submit their EWS certificate along with their application** in the format provided by the DoPT vide OM No. 36039/1/2019-Estt.(Res.)dt. 31.01.2019. (ANNEXURE-XII)
7. **Candidates submitting OBC and EWS certificates should ensure that the respective certificates are issued from 01.04.2023 onwards.**

5. Age limit (Crucial date : - 31.10.2023):

5.1 Permissible relaxation in upper age limit and category-codes for claiming agerelaxation are as follows:

Code No	Category	Age-relaxation permissible beyond upper age limit
01	SC/ST (ANNEXURE X)	5 years
02	OBC (ANNEXURE XI)	3 years
03	PwBD (Unreserved)	10 years
04	PwBD (OBC)	13 years
05	PwBD (SC/ST)	15 years
06	Ex-Servicemen (ESM) (ANNEXURE VIII AND IX)	3 years after deduction of the military service rendered from the actual age as on the closing date.
08	Defence Personnel disabled in operation during hostilities with any foreign country or in a disturbed area and released as a consequence thereof	3 years
09	Defence Personnel disabled in operation during hostilities with any foreign country or in a disturbed area and released as a consequence thereof (SC/ST)	8 years

Additional permissible relaxation in upper age limit for central govt. employees AS PER RULE AND INSTRUCTIONS ISSUED FROM GOVT. OF INDIA FROM TIME TO TIME

Central Govt. Civilian Employees who have rendered not less than 3 years regular and continuous service as on closing date for receipt of application. (ANNEXURE- VII)

Up to 40 years of age

Central Govt. Civilian Employees (SC/ST) who have rendered not less than 3 years regular and continuous service as on closing date for receipt of application. (ANNEXURE-VII)

up to 45 years of age

1. General Instructions

- a) Eligible candidates should submit their application through speed post/by hand in the **prescribed Performa** along-with self-attested copies of the testimonials viz. mark-sheets, educational certificates, caste certificate, experience certificate, date of birth certificate, Aadhar card, passport, voter I.D, driving license etc. to the Medical Superintendent, Safdarjung Hospital, New Delhi-110029 at **Diary Dispatch Section of this hospital near Gate No. 2 and near Bank of Baroda, SJH Branch up to 31.10.2023 till 04 P.M.** (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). **In the application form, e-mail I.D and phone number must be filled up by the candidate.** Date of Birth filled by the candidate in the application form and the same recorded in the Matriculation/ Secondary Examination Certificate will be accepted for determining the age and no subsequent request for change will be considered or granted.
- b) The period of "Call up Service" of an Ex-Serviceman in the Armed Forces shall also be treated as service rendered in the Armed Forces for purpose of age relaxation, as per rules.
- c) **Explanation:** An 'ex-serviceman' means a person:
- (i) who has served in any rank whether as a combatant or non-combatant in the regular Army, Navy and Air Force of the Indian Union, and
- Who either has been retired or relieved or discharged from such service whether at his own request or being relieved by the employer after earning his pension; or
 - Who has been relieved from such service on medical grounds attributable to military service or circumstances beyond his control and awarded medical or other disability pension; or
 - Who has been released from such service as a result of reduction in establishment;
- Or
- (ii) Who has been released from such service after completing the specific period of engagement, otherwise than at his own request, or by way of dismissal, or discharge on account of misconduct or inefficiency and has been given a gratuity; and includes personnel of the Territorial Army, namely, pension holders for continuous embodied service or broken spells of qualifying service;
- Or
- (iii) Personnel of the Army Postal Service who are part of Regular Army and retired from the Army Postal Service without reversion to their parent service with pension, or are released from the Army Postal service on medical grounds attributable to or aggravated by military service or circumstance beyond their control and awarded medical or other disability pension;
- Or
- (iv) Personnel, who were on deputation in Army Postal Service for more than six months prior to the 14th April, 1987;
- Or
- (v) Gallantry award winners of the Armed forces including personnel of Territorial Army;
- Or
- (vi) Ex-recruits boarded out or relieved on medical ground and granted medical disability pension.
- d) **Age relaxation is not admissible to sons, daughters and dependents of Ex-Servicemen.** Therefore, such candidates should not indicate their category as Ex-Servicemen.

- e) Ex-servicemen who have already secured employment in civil side under Government in Group 'C' & 'D' posts on regular basis after availing of the benefits of reservation given to ex-servicemen for their re-employment are not eligible for reservation in ESM category and fee concession. However, such candidates can avail of the benefit of reservation as ex-serviceman for subsequent employment if he immediately after joining civil employment, gives self-declaration/undertaking to the concerned employer about the date-wise details of application for various vacancies for which he had applied for before joining the initial civil employment as mentioned in the OM No: 36034/1/2014-Estt (Res) dated 14.08.2014 issued by DoP&T.
- f) **The envelope containing application form along with other required documents must be super-scribed in bold letter name of the post applied for, the advertisement number and the last date of submission of application.**
- g) Crucial date for determining the age limit shall be the closing date for receipt of application i.e., **31.10.2023**. Even if closing date will be extended due to National Holiday or Sunday or any other holiday declared by Government of India, crucial date for determining the age limit shall remain the closing date for receipt of application i.e., **31.10.2023**.
- h) Candidates must ensure that application is complete in all respects and duly signed by the candidate along with all the self-attested documents. **It may also be ensured that the photograph of the candidate should not be more than three months old from the date of publication of notice of the examination and the photo should be self attested in a proper manner.** The photograph should be without cap and spectacles and should not be blurred. The frontal view of the face should be clearly visible. ***Applications which are incomplete in any manner or not in prescribed format, would be summarily rejected.*** No correspondence what so ever shall be entertained in this regard.
- i) The hospital reserves the right to place a reasonable limit on the total number of candidates to be called for written test. 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.
- j) There will be a single stage examination. The examination shall be of objective type and there shall be negative marking in objective type examination. The level of the paper will be consistent with the educational qualification prescribed for examination. The question paper will be printed in both English & Hindi languages except for English comprehension.
- k) In the event of tie in scores of candidates in the examination, merit list will be decided by applying the following criteria, one after another in the given order, till the tie is resolved : -
- i. **Date of Birth, with older candidate placed higher**
 - ii. **If not resolved by (i), then by number of wrong answers/negative marks will be used wherein those with fewer wrong answers/ negative marks will be placed higher.**
- l) The eligibility of candidates will be determined as per requirement prescribed in the notified Recruitment Rules for the post. In case, candidate falling in the merit list for the post is not fulfilling the eligibility criteria and other terms and conditions incorporated in this advertisement, he/she will be treated as rejected.
- m) Date, time and venue of examination shall be intimated in due course to the candidates. Candidates are requested to visit the hospital website www.vmmc-sjh.nic.in time to time for all the latest updates.
- n) Under no circumstances the Centre once allotted shall be changed by the competent authority.
- o) The candidate's admission in examination is purely provisional.
- p) Canvassing of any kind will lead to disqualification.
- q) **The issuance date of certificates of OBC (Non-Creamy Layer) and EWS certificates should be 01.04.2023 onwards.**

2. Admission to the Examination

- a) **If applicants wish to apply for more than one post, they have to fill the application form for each post separately and fee for each post has to be paid separately. The respective receipts of payments/demand draft/banker's cheque is to be attached with respective application form.**
- b) All candidates who apply in response to this advertisement by the closing date and time and whose applications are found to be provisionally in order will be assigned Roll numbers and issued Admission Certificates (AC) for appearing in the examination.
- c) Detailed scrutiny of applications for the eligibility and other aspects at the time of written examination will not be undertaken, therefore, candidature will be accepted only provisionally. Candidates must go through the requirements of educational qualification, experience, age, physical and medical standards etc. and satisfy themselves that they are eligible for the post(s). The certificates/documents in support of their Educational Qualifications and Caste/Category, etc. shall be sought at the time of Document Verification. Candidates may also note that they would be required to submit their certificates/ documents of EQs/ caste/ category, etc. as and when sought by the Safdarjung Hospital. After scrutiny of the certificates/ documents of EQs/ caste/ category, etc., if any claim made in the application is not substantiated by certificates/ documents, the candidature of candidate will be cancelled.
- d) Admission Certificates for examination will be issued by post and e-mail. The notice regarding issuance of admission certificates shall be published on the website of Safdarjung Hospital. Candidates are therefore advised to regularly visit the websites of Safdarjung Hospital (i.e. www.vmmc-sjh.nic.in).
- e) Information about the Examination indicating the time table and Centre of examination for the candidates will be uploaded on this hospital **about 10 days before the date of examination**. If any candidate does not find his detail on the website, one week before the date of examination, he must immediately contact Safdarjung Hospital with proof of having submitted his application. Failure to do so will deprive him of any claim for consideration.
- f) Candidate must write Diary Number, Roll Number, registered Email-ID and Mobile Number along with name, date of birth and name of the examination, while addressing any communication to Safdarjung Hospital. Communication from the candidate not furnishing these particulars shall not be entertained.
- g) Candidate must bring the Admission Certificate to the Examination Hall. In addition to the Admission Certificate, it is mandatory to carry at least two passport size recent colour photographs, original valid **Photo-ID proof having the full Date of Birth as printed on the Admission Certificate**, such as:
 - (i) Aadhar Card/Printout of E-Aadhaar
 - (ii) Voter's ID Card
 - (iii) Driving License
 - (iv) PAN Card,
 - (v) Passport,
 - (vi) ID card issued by University/College/School
 - (vii) Employer's ID Card (Govt./PSU)
 - (viii) Ex-Serviceman Discharge Book issued by Ministry of Defence
 - (ix) Any other photo bearing ID Card issued by the Central/State Government
- h) If Photo Identity Card does not have the **full date of birth printed** on it then the candidate must carry an additional original document (e.g., Matriculation Certificate, Marks Sheet issued only by CBSE/ ICSE/ State Boards; Birth Certificate, Category Certificate) in proof of their date of birth. In case of mismatch in the date of birth mentioned in the Admission Certificate and photo ID/ Certificate brought in support of date of birth, the candidate will not be allowed to appear in the examination.
- i) PwBD/ PwD candidates availing the facility of scribes as per details mentioned in para 3 shall also be required to carry requisite Medical Certificate/ Undertaking/ Photocopy of the Scribe's Photo ID Proof, as specified therein. Candidates without above noted documents will not be allowed to appear in the examination.

- j) Any other document mentioned in the Admission Certificate shall also be carried by the candidates while appearing in the Examination.
- k) **Applications with blurred photograph will be rejected.**
- l) Candidates are advised to fill up the application form in their **own handwriting in a neat manner or duly typed.**
- m) **Application must be duly signed by applicant at the appropriate space and each page of the application form.**

3. Provision of Compensatory Time and Assistance of scribe: -

a) The facility of scribes/ passage reader will be provided to the PwBD candidates only if he has opted for the same in the application form.

b) In case of persons with benchmark disabilities (PwBD) in the category of blindness, locomotor disability (both arms affected-BA) and cerebral palsy, the facility of scribe is provided, if desired by the candidate will be provided in pursuance of F.No. 34-20/2015- DD-III dated 29.08.2018 by Department of Empowerment of Persons with Disabilities, Ministry of Social Justice and Empowerment.

c) In case of remaining categories of persons with benchmark disabilities (PwBD), the provision of scribe will be provided on production of a certificate at the time of examination" to the effect that the person concerned has physical limitation to write, and scribe is essential to write examination on his behalf, from the Chief Medical Officer/ Civil Surgeon/ Medical Superintendent of a Government health care institution as per advertisement notice. **(ANNEXURE-I)**

d) The facility of scribe will also be provided to PwD candidates having disability less than 40% and having difficulty in writing in pursuance of OM No. 29-6/2019- DD-III dated 10.08.2022 issued by Department of Empowerment of Persons with Disabilities, Ministry of Social Justice and Empowerment. The facility will be provided on production of certificate as per Proforma available of advertisement. **(ANNEXURE-1A)**

e) The candidate will have the discretion of opting for his own scribe or to avail the facility of scribe provided by the hospital. Appropriate choice in this regard will have to be given by the candidate in the application form.

f) In case the candidate opts for his own scribe, the **qualification of the scribe should be one step below the qualification of the candidate taking the examination.** The candidates with benchmark disabilities (PwBD) opting for own scribe shall be required to submit details of the own scribe at the time of examination as per proforma available in the advertisement at **Annexure-II**. The candidates with disabilities (PwD) eligible for scribe as per details above and opting for own scribe shall be required to submit details of the own scribe at the time of examination as per proforma at **Annexure II-A**. In addition, the scribe has to produce a valid ID proof (as mentioned in the advertisement notice) in original at the time of examination. A photocopy of the ID proof of the scribe signed by the candidate as well as the scribe will be submitted along with proforma at **Annexure-II/Annexure-IIA**. If subsequently it is found that the qualification of the scribe is not as declared by the candidate, then the candidate shall forfeit his right to the post and claims relating thereto.

g) If a candidate opts for his own scribe, in that case, that scribe should not be a candidate of this examination. If a candidate is detected as assisting another PwBD candidate as scribe in this examination, then the candidatures of both the candidates will be cancelled.

h) A compensatory extra time of 20 minutes will be provided to the persons who are allowed use of scribe.

i) Any candidate as mentioned above who is eligible for use of scribe but not availing the facility of scribe will also be given compensatory time of 20 minutes.

j) No attendant other than the scribe for eligible candidates will be allowed inside the Examination Hall.

k) The PwBD/ PwD candidates who have availed the facility of scribes/ passage reader and/ or compensatory time must produce relevant documents for the eligibility of scribe/ compensatory time at the time of Document Verification. Failure to produce such supporting documents will lead to cancellation of their candidature for the examination.

l) One eyed candidates and partially blind candidates who are able to read the normal Question Paper set with or without magnifying glass and who wish to write/ indicate the answer with the help of magnifying glass will be allowed to use the *same* in the Examination Hall and will not be entitled to a scribe. Such candidates will have to bring their own magnifying glass to the Examination Hall.

m) The PwBD/ PwD candidates who have availed the facility of scribes/ passage reader and/ or compensatory time must produce relevant documents for the eligibility of scribe/ compensatory time at the time of Document Verification. Failure to produce such supporting documents will lead to cancellation of their candidature for the examination.

4. SCHEME OF EXAMINATION

a) The examination will be a single tier examination for all advertised **Group B & C** posts with the scheme of examination as mentioned below: -

S.No.	Subject	Number of Questions	Maximum Marks	Time Allowed
1.	General Intelligence and Reasoning	5	5	1 hour (1 hour and 20 minutes for the candidates eligible for scribe/passage reader as per advertisement notice)
2.	General Knowledge	5	5	
3.	Basic Mathematical Aptitude of Grade X CBSE	5	5	
4.	English Comprehension	5	5	
5.	Questions specific to the respective field of the post	60	60	
	Total Questions	80	80	

b) The examination will consist of objective type, multiple choice questions with four options. The questions will be set both in English and Hindi except for English comprehension.

c) There will be negative marking of 0.25 for each wrong answer.

5. RESOLUTION OF TIE CASES: -

In the event of tie in scores of candidates in the examination, merit list will be decided by applying the following criteria, one after another in the given order, till the tie is resolved: -

- (i) **Date of birth, with older candidate placed higher**
- (ii) If not resolved by (i), then by number of wrong answers / negative marks will be used wherein those with less wrong answers / negative marks will be placed higher.

6. Document Verification (DV):

- a) All the candidates qualified for Document Verification are required to appear for Document Verification along with the photocopies and original documents. The details of necessary documents along with venue and dates for the same will be uploaded on the website of Safdarjung Hospital (www.vmmc-sjh.nic.in)

7. Mode of Selection

Minimum qualifying marks in the examination are as follows: -

1. UR/OBC/EWS - 35%
 2. All other categories - 25%
- a) If the name of a candidate scoring more than the final cut-off marks in the final result of the examination is not included in the list of final selected candidates due to any reason, he must represent to Safdarjung Hospital within a week of the declaration and publishing of the result on the website of Safdarjung Hospital.
 - b) The result will be declared only once by Safdarjung Hospital and no further nomination of candidates would be made in the event of candidates not joining subsequent to the conduct of Document Verification.
8. **Hospital's decision final:** The decision of Safdarjung Hospital in all matters relating to eligibility, acceptance or rejection of the applications, mode of selection, conduct of examination will be final and binding on the candidates and no enquiry/correspondence will be entertained in this regard.
 9. **Courts' Jurisdiction:** Any dispute in regard to this recruitment will be subject to courts/tribunals having jurisdiction in Delhi.
 10. **Disqualifications:** No person, (a) who has entered into, or contracted a marriage with a person having a spouse living, or (b) who, having a spouse living has entered into, or contracted a marriage with any person shall be eligible for appointment to the service provided that the Central Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for so doing, exempt any person from the operation of this rule.
 11. No travelling allowance will be paid for appearing for written examination.
 12. The offer of appointment to the said post will be subject to verification of documents pertaining to eligibility criteria required for the post, caste certificate, character and antecedents and other relevant documents from the issuing authorities and also subject to physical fitness from the competent medical board for which he/she will be sent to the designated Medical Authority by

the concerned institution before joining the post.

13. The candidate who is already in Govt. service should apply through proper channel and have to submit 'No Objection Certificate' from the employer.
14. Candidate should note that the Date of Birth as recorded in the Matriculation/ Secondary Examination Certificate or an equivalent certificate available on the date of submission of application will only be accepted by this hospital for determining the age and no subsequent request for its change will be considered or granted.
15. Central Government Civilian employees claiming age relaxation has to submit a certificate from their office, in respect of the length of continuous service which should be for not less than 3 years during the period immediately preceding the closing date for receipt of application. They should remain Central Government civilian employees till the time of appointment, in the event of their selection.
16. **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.**
17. Candidates trying to use any influence or adopt any unfair means would be disqualified from the selection.
18. Failure to comply with any of the instructions contained in this notification may entail rejection of candidature.
19. Candidates are advised to go through the official website of Safdarjung Hospital, New Delhi, www.vmmc-sjh.nic.in regularly for updates in the matter.

20. **Important Instructions to Candidates:**

a.	BEFORE APPLYING, CANDIDATES MUST GO THROUGH THE INSTRUCTIONS GIVEN IN THE ADVERTISEMENT VERY CAREFULLY. THE ADVERTISEMENT OF VACANCY IS PRINTED BOTH IN ENGLISH AND HINDI. IN CASE OF ANY DISPUTE, THE ENGLISH VERSION WILL PREVAIL.
b.	CANDIDATES ARE ADVISED IN THEIR OWN INTEREST TO SUBMIT APPLICATIONS MUCH BEFORE THE CLOSING DATE AND NOT TO WAIT TILL THE LAST DATE TO AVOID THE POSSIBILITY OF THEIR APPLICATION NOT REACHING SAFDARJUNG HOSPITAL, NEW DELHI BEFORE THE CLOSING DATE OF SUBMISSION OF APPLICATION.
c.	SAFDARJUNG HOSPITAL WILL NOT UNDERTAKE DETAILED SCRUTINY OF APPLICATIONS FOR THE ELIGIBILITY AND OTHER ASPECTS AT THE TIME OF WRITTEN EXAMINATION AND, THEREFORE, CANDIDATURE WILL BE ACCEPTED ONLY PROVISIONALLY. CANDIDATES MUST GO THROUGH THE REQUIREMENTS

	OF EDUCATIONAL QUALIFICATION, EXPERIENCE, AGE, PHYSICAL AND MEDICAL STANDARDS ETC. AND SATISFY THEMSELVES THAT THEY ARE ELIGIBLE FOR THE POST(S). THE CERTIFICATES/DOCUMENTS IN SUPPORT OF THEIR EDUCATIONAL QUALIFICATIONS AND CASTE/CATEGORY, ETC. SHALL BE SOUGHT AT THE TIME OF DOCUMENT VERIFICATION. CANDIDATES MAY ALSO NOTE THAT THEY WOULD BE REQUIRED TO SUBMIT THEIR CERTIFICATES/ DOCUMENTS OF EQS/ CASTE/ CATEGORY, ETC. AS AND WHEN SOUGHT BY SAFDARJUNG HOSPITAL AFTER SCRUTINY OF THE CERTIFICATES/ DOCUMENTS OF EQS/ CASTE/ CATEGORY, ETC., IF ANY CLAIM MADE IN THE APPLICATION IS NOT SUBSTANTIATED BY CERTIFICATES/ DOCUMENTS, THE CANDIDATURE OF CANDIDATE WILL BE CANCELLED.
d.	CANDIDATES SEEKING RESERVATION BENEFITS AVAILABLE FOR SC/ ST/ OBC/ EWS/ PwBD/ ESM MUST ENSURE THAT THEY ARE ENTITLED TO SUCH RESERVATION AS PER ELIGIBILITY PRESCRIBED IN THE ADVERTISEMENT. THEY SHOULD ALSO BE IN POSSESSION OF THE CERTIFICATES IN THE PRESCRIBED FORMAT IN SUPPORT OF THEIR CLAIM.
e.	CANDIDATES WITH BENCHMARK DISABILITIES WILL BE CONSIDERED AS PERSONS WITH DISABILITIES AND ARE ENTITLED TO AGE-RELAXATION/RESERVATION FOR PERSONS WITH DISABILITIES.
f.	WHEN APPLICATION IS SUCCESSFULLY SUBMITTED, IT WILL BE ACCEPTED 'PROVISIONALLY'. CANDIDATE SHOULD TAKE PHOTOCOPY OF THE APPLICATION FORM FOR THEIR OWN RECORDS.
g.	FEE PAYABLE: ₹ 600/- (RUPEES SIX HUNDRED ONLY). WOMEN CANDIDATES AND CANDIDATES BELONGING TO SCHEDULED CASTE (SC), SCHEDULED TRIBE (ST) AND PERSONS WITH BENCHMARK DISABILITY (PWBD) ARE EXEMPTED FROM PAYMENT OF FEE.
h.	THE CANDIDATES MUST EXERCISE DUE DILIGENCE AT THE TIME OF FILLING THEIR APPLICATION FORMS AND MUST FILL ALL DETAILS IN A LEGIBLE HANDWRITING ALONG WITH PROPER SIGNATURE ON EACH PAGE OF THE APPLICATION.
i.	THE CANDIDATES MUST WRITE THEIR NAME, DATE OF BIRTH, FATHER'S NAME AND MOTHER'S NAME STRICTLY AS GIVEN IN THE MATRICULATION CERTIFICATE OTHERWISE THEIR CANDIDATURE MAY BE CANCELLED AT THE TIME OF DOCUMENT VERIFICATION OR AS AND WHEN IT COMES INTO THE NOTICE OF THE HOSPITAL.
j.	APPLICATIONS WITH MINIATURE/ BLURRED PHOTOGRAPH AND/ OR PHOTOS NOT AS PER FORMAT WILL BE SUMMARILY REJECTED. SIMILARLY, APPLICATIONS WITHOUT PROPER SIGNATURE IN RUNNING HAND ON EACH PAGE WILL BE REJECTED.
k.	CANDIDATES ARE ADVISED TO FILL THEIR CORRECT AND ACTIVE E-MAIL ADDRESSES AND MOBILE NUMBER IN THE APPLICATION FORM AS CORRESPONDENCE MAY BE MADE BY THE HOSPITAL THROUGH E-MAIL/ SMS.

l	THE HOSPITAL MAY USE THE AADHAAR DATA OF THE CANDIDATES FOR VERIFICATION PURPOSE, SUBJECT TO DUE AUTHORIZATION FROM COMPETENT AUTHORITY.
m	THE CANDIDATES MUST CARRY TWO PASSPORT SIZE RECENT COLOUR PHOTOGRAPHS AND ONE ORIGINAL PHOTO ID PROOF SUCH AS AADHAAR CARD/ PRINTOUT OF E-AADHAAR, DRIVING LICENSE, VOTER CARD, PAN CARD, IDENTITY CARD ISSUED BY UNIVERSITY/ COLLEGE/ GOVERNMENT, EMPLOYER ID CARD, ESM DISCHARGE BOOK ISSUED BY MOD, OR ANY PHOTO BEARING IDCARD ISSUED BY CENTRAL/ STATE GOVERNMENT TO THE EXAMINATION VENUE, FAILING WHICH THEY WILL NOT BE ALLOWED TO APPEAR FOR THE SAME. IF PHOTO IDENTITY CARD DOES NOT HAVE THE DATE OF BIRTH PRINTED IN IT, THEN THE CANDIDATE MUST CARRY AN ADDITIONAL ORIGINAL CERTIFICATE (AS DETAILED IN 2 (g)) IN PROOF OF THEIR DATE OF BIRTH. IN CASE OF MISMATCH IN THE DATE OF BIRTH MENTIONED IN THE ADMISSION CERTIFICATE AND PHOTO ID/ CERTIFICATE BROUGHT IN SUPPORT OF DATE OF BIRTH, THE CANDIDATE WILL NOT BE ALLOWED TO APPEAR IN THE EXAMINATION. PWBD/ PWD CANDIDATES USING THE FACILITY OF SCRIBES AS PER PARA 3 SHALL ALSO BE REQUIRED TO CARRY REQUISITE MEDICAL CERTIFICATE/ UNDERTAKING/ PHOTOCOPY OF THE SCRIBE'S PHOTO ID PROOF, AS SPECIFIED THEREIN.
n	IT IS REITERATED THAT THE CANDIDATE HAS TO WRITE THE PIN CODE PROPERLY IN THE APPLICATION FORM.
o	THE CANDIDATES MUST ATTACH TRANSACTION (PAYMENT) RECEIPT/ DEMAND DRAFT/ BANKER'S CHEQUE WITH THE APPLICATION.
p	THE PHOTO TO BE ATTACHED ON APPLICATION FORMS IS TO BE DULY SELF ATTESTED BY THE APPLICANT.
q	THE APPLICATION FORM AND ALL RELEVANT ANNEXURES REGARDING VARIOUS CERTIFICATE/DECLARATION FORMATS ARE AVAILABLE ON THE WEBSITE OF SAFDARJUNG HOSPITAL (www.vmmc-s'h.nic.in)

APal

(Ashok Kumar Pal)
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Safdarjung Hospital
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