JANAKPURI SUPER SPECIALITY HOSPITAL SOCIETY (AN AUTONOMOUS INSTITUTE) UNDER GOVT. OF NCT OF DELHI C-2B, JANAKPURI, NEW DELHI - 110058

Website: <u>www.jsshs.org</u>, <u>www.health.delhigovt.nic.in</u> Email: <u>janakpurijssh@yahoo.com</u> Contact us: 011-28504100

RECRUITMENT NOTICE

Advt. No. F.9(70)/JSSH/Estt./2018

Janakpuri Super Speciality Hospital Society-JSSHS is an autonomous (evolving Post Graduate Institute) registered under Society Act 1860 under National Capital Territory Government of Delhi. This institute is customer and eco-friendly and caters close to 350,000 Outdoor patients (OPD) per year along with Indoor facilities.

- The Employees of JSSHS and our Director believes in "<u>Let us do less</u> <u>but qualitatively & quantity will</u> <u>follow</u>".
- Our Laboratories are NABL accredited since 2015 with complete automation, Laboratory Information System-LIS is in place and the patients can access digitally signed PDF reports through URL in SMS sent to patients.
- Non-invasive cardiology facilities like Echocardiogram, Trans-thoracic echocardiogram, Transoesophageal Echocardiogram (TEE), TMT, Long-term Holter monitoring, Head Up Tilt Test-HUTT and Pulmonary Function Tests etc are fully functional.
- International standard Cath Lab is serving community with Angiography, Balloon Angioplasty, Stenting, Temporary and Permanent pace maker placement and intra cardiac devices implantation with high standards.
- Similarly in Gastroenterology Upper and Lower GI Endoscopy services are available on regular basis.

- Neurodiagnostic services like EEG, Electromyogram (EMG), Nerve Conduction Velocity (NCV) studies etc are fully functional.
- Sleep study and Video Epilepsy Monitoring Unit will soon be available.
- We specifically maintain high human values and is the only institute having a dedicated unit for <u>Senior-Senior Citizens above the age of 70 years</u> and for them all the facilities are available under one roof at ground floor.
- This Institute received FICCI Healthcare Excellence Award for customer services in the year 2014.
- Continuing Medical Education (CME) and Public Education Awareness (PAES) programs and sessions for updating of medical fraternity are regularly organized.
- Dialysis Unit with latest machines are fully functional

• We treat patients as our GUESTS.

In order to accelerate future growth and transformation challenges, JSSHS invites Online Applications from eligible Indian citizens for direct recruitment on contract in group B &C category of posts as per details mentioned below:

I. IMPORTANT DATES:

| Particulars | Date |
|--|-------------------------|
| Opening Date & time for Online Registration of | 12.02.2019 at 16:00 hrs |
| applications (Step-I) | 12.02.2019 at 10.00 ms |
| Last Date & time of closing of registration (Step-I) | 12.03.2019 at 23:45 hrs |
| and submission of application (Step-II) | 12.03.2019 at 23.43 ms |
| Last Date & time of closing of submission of on-Line | |
| application fees through Debit Card/Credit Card/Net | 14.03.2019 at 18:00 hrs |
| Banking through SB collect system of State Bank of | 14.03.2019 at 16.00 ms |
| India (SBI) (Step-III) | |
| Tentative Date of Computer Based on-line | April May 2010 |
| Examination | April-May, 2019 |

Note:

- (i) Detailed instructions may be followed at the time of applying On-line applications.
- (ii) Candidates in their own interest are advised, not to wait till the last date & time for applying on-line. They should register well within the time for the last date of submission of applications with fee. JSSHS shall not be held responsible, if candidates are not able to submit their applications due to last time rush.

II. CATEGORY OF POSTS & ELIGIBILITY CRITERIA:-

1. Pay Scale of (Rs. 9300-34800 with Grade Pay of Rs. 4600) (7th CPC Level 7th of Matrix + Dearness Allowance and other allowance as per GNCT of Delhi orders.)

<u>Age Limit</u>: Not exceeding thirty (32) years (As per Delhi Govt. Rule) forty (40) years for Departmental (JSSHS) employees as per Delhi Government Order)

| Sl. No. | Post | Posts | Minimum Educational Qualification | Experience |
|-----------------------------|--------------------|-------|--|------------|
| e 1. l a x a b l e u p t o | Nursing Officer | 147 | a. Matriculation or its equivalent from a recognized University/Board. and b. 'A' Grade Certificate in Nursing from a recognized Institution c. Certificate in Midwifery d. Should be a able to speak/understand Hindi e. Should be registered with Delhi Nursing Council. | |

2. Pay Scale of (Rs. 9300-34800 with Grade Pay of Rs. 4200) (7thCPC Level 6THof Matrix + Dearness Allowance and other allowance as per GNCT of Delhi orders.)

<u>Age Limit</u>: Not exceeding thirty (30) years (Upper age relaxation as per Delhi Govt. Rule) {relaxable upto forty (40) years for Departmental (JSSHS) employees as per Delhi Government Order)

| Sl. No. | Post | Posts | Minimum Educational Qualification | Experience |
|------------|---------------------------|-------|--|--|
| 1. | Assistant Dietician | 01 | a. B.Sc. (Home Science /Home Economics) with Nutrition as a special subject from recognized University or equivalent. b. P.G. Diploma in Dietetics from recognized Institution. | 01 years experience as Dietician preferably in a recognized teaching Hospital. |
| 2. | Physiotherapist | 01 | a. F.Sc./Pre-medical/Hr. Secondary with Science and Diploma in Physiotherapy from recognized institution. | 02 years experience as physiotherapist in a Hospital. |
| 3. | Occupational Therapist | 01 | a. F.Sc./Pre-medical/Hr. Secondary with Science and Diploma in Occupational Therapy from recognized institution. | 02 years experience as Occupational Therapist in a Hospital. |
| 4. | Speech Therapist | 01 | Graduate in Speech Therapy/Pathology from recognized University Desirable: Knowledge of several Indian and Foreign languages. | Two years experience as Speech Therapist. |
| 5. | Sr. Radiographer | 12 | Matriculation/Hr. Secondary/Sr. Secondary/10+2 with science from recognized board/university. Certificate in Radiography (2 years course) OR Diploma in Radiography (02 years) OR B.SC. (Radiography) OR Radiological Technology (02 years course) | 03 years experience as Radiographer in a Hospital. |

3. Pay Scale of (Rs. 5200-20200 with Grade Pay of Rs. 2800) (7thCPC Level 5TH of Matrix Dearness Allowance and other allowance as per GNCT of Delhi orders.)

| Sl. No. | Post | Posts | Minimum Educational Qualification | Experience |
|------------|-----------------|-------|---|------------|
| 1. | Lab. Technician | 04 | B.Sc. Desirable with one year experience as | |
| | (Group III) | | Lab. Assistant. In any of these groups of | |
| | | | Laboratories. (Cardiology/Neurology/ | |
| | *Age Limit : | | Respiratory Labs/EEG/EMG/ERG/CCU/ | |

| | NT / T | | COL/DOWL/FCC) | |
|----|--|----|--|--|
| I | Not Exceeding | | CCI/POW/ECG) | |
| | 32 years | | OR | |
| | (Upper Age | | Matric Hr. Sec./10+2 with Science. 06 years | |
| | Limit as per | | experience in any of these groups of the Lab. | |
| | Delhi Govt. | | (Cardiology/Neurology/ Respiratory | |
| | Rule) | | Labs/EEG/EMG/ERG/CCU/ CCI/POW/ECG) | |
| | | | As Lab. Assistant. | |
| | (Relaxable | | OR | |
| | upto 35 years | | Matric/Hr. Sec./ 10+2 with Science having | |
| | for | | M.L.T. course with 03 years experience in any | |
| | Departmental | | of these groups of the Laboratories | |
| | (JSSHS) | | (Cardiology/Neurology/ Respiratory | |
| | | | Labs/EEG/EMG/ERG/CCU/ CCI/POW/ECG) | |
| | | | as Lab. Assistant. | |
| | | | | |
| | | | The Government of NCT of Delhi would treat | |
| | | | as recognized courses all or any of the | |
| | | | following: | |
| | | | 1. All Paramedical courses run by the Hospital | |
| | | | of Delhi Government, Central Government | |
| | | | and State Government. | |
| | | | 2. All Paramedical courses being run by Indian | |
| | | | Medical Associations and Christian College | |
| | | | of Nursing (St. Stephen Hospital). | |
| | | | 3. All Paramedical courses approve by All the | |
| | | | Indian Council of Technical Education and | |
| 1 | | | the State Boards of Technical Education. | |
| 1 | | | 4. All Paramedical courses conducted by the | |
| | | | University Approved by University Grants | |
| | | | Commission. | |
| 2. | Lab. | 06 | a. Matriculation or its equivalent qualification | |
| | Technician | | from a recognized Board. | |
| | (Group IV) | | | |
| 1 | ` / | | | |
| 1 | | | b. Diploma in Medical Lab. Technology from | |
| | *Age Limit : | | b. Diploma in Medical Lab. Technology from a recognized Institution. | |
| | *Age Limit : 20-27 years | | - | |
| | *Age Limit : 20-27 years (Upper Age | | a recognized Institution. c. Two (02) years experience as a Lab. | |
| | *Age Limit : 20-27 years | | a recognized Institution. c. Two (02) years experience as a Lab. Assistant in any of | |
| | *Age Limit: 20-27 years (Upper Age Limit as per Delhi Govt. | | a recognized Institution. c. Two (02) years experience as a Lab. Assistant in any of these group of laboratories i.e. | |
| | *Age Limit : 20-27 years (Upper Age Limit as per | | a recognized Institution. c. Two (02) years experience as a Lab. Assistant in any of these group of laboratories i.e. (Biochemistry/Endocrine or Metabolic | |
| | *Age Limit: 20-27 years (Upper Age Limit as per Delhi Govt. Rule) | | a recognized Institution. c. Two (02) years experience as a Lab. Assistant in any of these group of laboratories i.e. (Biochemistry/Endocrine or Metabolic Lab./Dialysis Lab./(Except Australia | |
| | *Age Limit: 20-27 years (Upper Age Limit as per Delhi Govt. Rule) (Relaxable upto | | a recognized Institution. c. Two (02) years experience as a Lab. Assistant in any of these group of laboratories i.e. (Biochemistry/Endocrine or Metabolic Lab./Dialysis Lab./(Except Australia Antigen Unit)/Gastroenterology | |
| | *Age Limit: 20-27 years (Upper Age Limit as per Delhi Govt. Rule) (Relaxable upto 35 years for | | a recognized Institution. c. Two (02) years experience as a Lab. Assistant in any of these group of laboratories i.e. (Biochemistry/Endocrine or Metabolic Lab./Dialysis Lab./(Except Australia Antigen Unit)/Gastroenterology Lab./Surgical & Medical | |
| | *Age Limit: 20-27 years (Upper Age Limit as per Delhi Govt. Rule) (Relaxable upto 35 years for Departmental | | a recognized Institution. c. Two (02) years experience as a Lab. Assistant in any of these group of laboratories i.e. (Biochemistry/Endocrine or Metabolic Lab./Dialysis Lab./(Except Australia Antigen Unit)/Gastroenterology Lab./Surgical & Medical Lab./Pathology/Clinical Pathology/Blood | |
| | *Age Limit: 20-27 years (Upper Age Limit as per Delhi Govt. Rule) (Relaxable upto 35 years for Departmental (JSSHS) | | a recognized Institution. c. Two (02) years experience as a Lab. Assistant in any of these group of laboratories i.e. (Biochemistry/Endocrine or Metabolic Lab./Dialysis Lab./(Except Australia Antigen Unit)/Gastroenterology Lab./Surgical & Medical Lab./Pathology/Clinical Pathology/Blood Bank/Anatomy/ Forensic | |
| | *Age Limit: 20-27 years (Upper Age Limit as per Delhi Govt. Rule) (Relaxable upto 35 years for Departmental (JSSHS) employees as per | | a recognized Institution. c. Two (02) years experience as a Lab. Assistant in any of these group of laboratories i.e. (Biochemistry/Endocrine or Metabolic Lab./Dialysis Lab./(Except Australia Antigen Unit)/Gastroenterology Lab./Surgical & Medical Lab./Pathology/Clinical Pathology/Blood Bank/Anatomy/ Forensic Medicine/Microbiology and Serology/ | |
| | *Age Limit: 20-27 years (Upper Age Limit as per Delhi Govt. Rule) (Relaxable upto 35 years for Departmental (JSSHS) employees as per Delhi | | a recognized Institution. c. Two (02) years experience as a Lab. Assistant in any of these group of laboratories i.e. (Biochemistry/Endocrine or Metabolic Lab./Dialysis Lab./(Except Australia Antigen Unit)/Gastroenterology Lab./Surgical & Medical Lab./Pathology/Clinical Pathology/Blood Bank/Anatomy/ Forensic Medicine/Microbiology and Serology/Immunology/Parasitology/Physiology/Phar | |
| | *Age Limit: 20-27 years (Upper Age Limit as per Delhi Govt. Rule) (Relaxable upto 35 years for Departmental (JSSHS) employees as per Delhi Government | | a recognized Institution. c. Two (02) years experience as a Lab. Assistant in any of these group of laboratories i.e. (Biochemistry/Endocrine or Metabolic Lab./Dialysis Lab./(Except Australia Antigen Unit)/Gastroenterology Lab./Surgical & Medical Lab./Pathology/Clinical Pathology/Blood Bank/Anatomy/ Forensic Medicine/Microbiology and Serology/Immunology/Parasitology/Physiology/Phar macology/Animal House/Allergy | |
| | *Age Limit: 20-27 years (Upper Age Limit as per Delhi Govt. Rule) (Relaxable upto 35 years for Departmental (JSSHS) employees as per Delhi | | a recognized Institution. c. Two (02) years experience as a Lab. Assistant in any of these group of laboratories i.e. (Biochemistry/Endocrine or Metabolic Lab./Dialysis Lab./(Except Australia Antigen Unit)/Gastroenterology Lab./Surgical & Medical Lab./Pathology/Clinical Pathology/Blood Bank/Anatomy/ Forensic Medicine/Microbiology and Serology/Immunology/Parasitology/Physiology/Phar macology/Animal House/Allergy Clinic/Tissue Collection Preservation Etc. | |
| | *Age Limit: 20-27 years (Upper Age Limit as per Delhi Govt. Rule) (Relaxable upto 35 years for Departmental (JSSHS) employees as per Delhi Government | | a recognized Institution. c. Two (02) years experience as a Lab. Assistant in any of these group of laboratories i.e. (Biochemistry/Endocrine or Metabolic Lab./Dialysis Lab./(Except Australia Antigen Unit)/Gastroenterology Lab./Surgical & Medical Lab./Pathology/Clinical Pathology/Blood Bank/Anatomy/ Forensic Medicine/Microbiology and Serology/Immunology/Parasitology/Physiology/Phar macology/Animal House/Allergy Clinic/Tissue Collection Preservation Etc. Laboratories) | |
| | *Age Limit: 20-27 years (Upper Age Limit as per Delhi Govt. Rule) (Relaxable upto 35 years for Departmental (JSSHS) employees as per Delhi Government | | a recognized Institution. c. Two (02) years experience as a Lab. Assistant in any of these group of laboratories i.e. (Biochemistry/Endocrine or Metabolic Lab./Dialysis Lab./(Except Australia Antigen Unit)/Gastroenterology Lab./Surgical & Medical Lab./Pathology/Clinical Pathology/Blood Bank/Anatomy/ Forensic Medicine/Microbiology and Serology/Immunology/Parasitology/Physiology/Phar macology/Animal House/Allergy Clinic/Tissue Collection Preservation Etc. Laboratories) OR | |
| | *Age Limit: 20-27 years (Upper Age Limit as per Delhi Govt. Rule) (Relaxable upto 35 years for Departmental (JSSHS) employees as per Delhi Government | | a recognized Institution. c. Two (02) years experience as a Lab. Assistant in any of these group of laboratories i.e. (Biochemistry/Endocrine or Metabolic Lab./Dialysis Lab./(Except Australia Antigen Unit)/Gastroenterology Lab./Surgical & Medical Lab./Pathology/Clinical Pathology/Blood Bank/Anatomy/ Forensic Medicine/Microbiology and Serology/ Immunology/Parasitology/Physiology/Phar macology/Animal House/Allergy Clinic/Tissue Collection Preservation Etc. Laboratories) OR a) Degree in Science with 02 years experience | |
| | *Age Limit: 20-27 years (Upper Age Limit as per Delhi Govt. Rule) (Relaxable upto 35 years for Departmental (JSSHS) employees as per Delhi Government | | a recognized Institution. c. Two (02) years experience as a Lab. Assistant in any of these group of laboratories i.e. (Biochemistry/Endocrine or Metabolic Lab./Dialysis Lab./(Except Australia Antigen Unit)/Gastroenterology Lab./Surgical & Medical Lab./Pathology/Clinical Pathology/Blood Bank/Anatomy/ Forensic Medicine/Microbiology and Serology/ Immunology/Parasitology/Physiology/Phar macology/Animal House/Allergy Clinic/Tissue Collection Preservation Etc. Laboratories) OR a) Degree in Science with 02 years experience as a Lab Assistant in any of these group of | |
| | *Age Limit: 20-27 years (Upper Age Limit as per Delhi Govt. Rule) (Relaxable upto 35 years for Departmental (JSSHS) employees as per Delhi Government | | a recognized Institution. c. Two (02) years experience as a Lab. Assistant in any of these group of laboratories i.e. (Biochemistry/Endocrine or Metabolic Lab./Dialysis Lab./(Except Australia Antigen Unit)/Gastroenterology Lab./Surgical & Medical Lab./Pathology/Clinical Pathology/Blood Bank/Anatomy/ Forensic Medicine/Microbiology and Serology/Immunology/Parasitology/Physiology/Phar macology/Animal House/Allergy Clinic/Tissue Collection Preservation Etc. Laboratories) OR a) Degree in Science with 02 years experience as a Lab Assistant in any of these group of Laboratories, i.e. Bio Chemistry/Endocrine | |
| | *Age Limit: 20-27 years (Upper Age Limit as per Delhi Govt. Rule) (Relaxable upto 35 years for Departmental (JSSHS) employees as per Delhi Government | | a recognized Institution. c. Two (02) years experience as a Lab. Assistant in any of these group of laboratories i.e. (Biochemistry/Endocrine or Metabolic Lab./Dialysis Lab./(Except Australia Antigen Unit)/Gastroenterology Lab./Surgical & Medical Lab./Pathology/Clinical Pathology/Blood Bank/Anatomy/ Forensic Medicine/Microbiology and Serology/ Immunology/Parasitology/Physiology/Phar macology/Animal House/Allergy Clinic/Tissue Collection Preservation Etc. Laboratories) OR a) Degree in Science with 02 years experience as a Lab Assistant in any of these group of | |

| | | | Lab/Surgical & Medical Lab/ Pathology/ Clinical Pathology/ Blood Bank/ Anatomy/ Forensic Medicine/ Microbiology and Serology/ Immunology/Parasitology/ Physiology/ Pharmacology/ Animal House/ Allergy Clinics/ Tissue Collection Preservation | |
|----|--|----|--|--|
| 3. | Technical Assistant Lab.GrIII *Age Limit: 21-30 years (Upper Age Limit as per Delhi Govt. Rule) (Relaxable upto 35 years for Departmental (JSSHS) employees as per Delhi Government Order) | 04 | B.Sc.(Medical Lab. Technology) with 03 years experience as a Lab. Technician in any of these group of Laboratories , i.e., Cardiology, CTS/Neurology/Neuro Surgery/Respiratory Lab / EEG/ EMG/ ERG/ CCU/ ICU/POW/CCI. OR Matriculation/Hr. Secondary/10+2 and Diploma in MLT with three years experience as a Lab Technician in any of these group of Laboratories i.e. Cardiology, CTS/ Neurology/Neuro Surgery/Respiratory Lab/ EEG/ EMG/ ERG/CCU/ICU/POW/CCI. OR Matriculation/Hr. Secondary/10+2 with science having five years experience as a Lab. Technician in any of these group of Laboratories i.e., Cardiology, CTS/Neurology/Neuro Surgery/Respiratory Lab/EEG/EMG/ERG/CCU/ICU/POW/CCI. | |
| 4. | Technical Assistant Lab. GrIV *Age Limit: 21-32 years (Upper Age Limit as per Delhi Govt. Rule) (Relaxable upto 35 years for Departmental (JSSHS) employees as per Delhi Government Order) | 03 | B.Sc. (Medical Lab Technology) with 03 years experience as a Lab Technician in any of these group of Laboratories of Medical Institution/ Hospital, i.e. Bio Chemistry/ Endocrine or Metabolic Lab/Dialysis Lab (Except Australia Antigen Unit)/ Gastroenterology Lab/Surgical & Medical Lab/ Pathology/ Clinical Pathology/ Blood Bank/ Anatomy Forensic Medicine/ Microbiology and Serology/ Immunology/ Parasitology/ Physiology/Pharmacology/ Animal House/ Allergy Clinics/ Tissue Collection Preservation | |

| | | | Surgical & Medical Lab/ Pathology/ Clinical Pathology/ Blood Bank/ Anatomy/ Forensic Medicine/ Microbiology and Serology / Immunology/ Parasitology/Physiology/ Pharmacology/ Animal House/ Allergy Clinics/ Tissue Collection Preservation. | |
|----|--|----|--|--|
| 5. | *Age Limit: 18-27 years (Upper Age Limit as per Delhi Govt. Rule) (Relaxable upto 35 years for Departmental (JSSHS) employees as per Delhi Government Order) | 05 | B.Sc. desirable with one year experience as Lab. Assistant in any of these groups of Laboratories i.e. Cardiology, Neurology/Respiratory Labs/ EEG/EMG/ ERG/CCU/CCI/POW/ECG OR Matriculation/Hr. Secondary (10+2) with Science and 06 years experience in any of these groups of the laboratories as Lab. Assistant, i.e., Cardiology, Neurology/Respiratory Labs/EEG/EMG/ERG/CCU/CCI/POW/ECG OR Matriculation/Hr. secondary (10+2) with Science having MLT course with 03 years experience in any of these group of Laboratories as Lab Assistant, i.e, Cardiology, Neurology/ Respiratory Labs/ EEG/EMG/ERG/CCU/CCI/POW/ECG. | |
| 7. | C.S.S.D. Technician *Age Limit: 18-27 years (Upper Age Limit as per Delhi Govt. Rule) (Relaxable upto 35 years for Departmental (JSSHS) employees as per Delhi Government Order) | 03 | a. Matriculation/Hr. Secondary/Sr. Secondary (10+2) with science from a recognized institution/Board. b. Operation Room Assistant Course from a recognized institution c. Five years experience as OT Technician in Operation Theatre/CTS/Neuro Surgery/Gastro Surgery/GSSD/Anesthesia/Gas Plant/Anesthesia workshop/ ICU surgical/Resusciation in recognized hospital/institution. OR a. B.Sc. From recognized university. b. Three years experience as Technicians in Operation Theatres including operation theatre/CTS/Neuro Surgery/ Gastro Surgery/ CSSD/ Anesthesia/Gas Plant/Anesthesia Workshop/ ICU surgical/Resusciation in recognized hospital/institution. | |

| 8. | Pharmacist | 08 | |
|----|--|----|--|
| | *Age Limit - 18-30 years (upper age relaxation as per Delhi Govt. Rule). (Relaxable upto 40 years for Departmental (JSSH) employees as per Delhi Government Order) | | i) B. Pharmacy from a recognized institution. OR (i) 10+2 with science stream (Physics/Chemistry/Biology) from a recognized board. Technical Qualification (ii) Approved Diploma in Pharmacy from the institute recognized by the pharmacy Council of India and registered as pharmacist under Pharmacy Act' 1948. |

4. Pay Scale of (Rs. 5200-20200 with Grade Pay of Rs. 2400) (7thCPC Level 4TH of Matrix + Dearness Allowance and other allowance as per GNCT of Delhi orders.)

Age Limit : 18 – 27 years (Upper Age Limit As per Delhi Govt. Rule)

{relaxable upto Thirty Five (35) years for Departmental (JSSHS) employees as per Delhi Government Order}

| Sl. No. | Post | Posts | Minimum Educational Qualification | Experience |
|------------|---------------------------------------|-------|---|------------|
| 1. | Junior Radiographer (Radiology) | 12 | a. Matriculation/Hr. Secondary/Sr. Secondary/ 10+2 with science from recognized board/university. b. Certificate in Radiography (2 years course) OR Diploma in Radiography (02 years) OR B.SC. (Radiography) OR Radiological Technology (02 years course) | |
| 2. | Lab. Assistant | 08 | a. Matriculation/Hr. Secondary/Sr. Secondary (10+2) with science. b. Diploma in Medical Lab. Technology (MLT) from a recognized Institution. OR 10+2 Vocational Courses in Medical Lab. Techniques (MLT) from schools recognized by State Govt. The Govt. of NCT of Delhi would treat as recognized courses are all or | |

| any of the following: All Paramedical courses | |
|--|--|
| • | |
| being run by Indian Medical Associations and | |
| Christian College of Nursing (St. Stephen | |
| Hospital). All Paramedical Courses approved | |
| by all the Indian Council of Technical | |
| Education and the state board of Technical | |
| Education. All Paramedical Courses run by | |
| the hospital of Delhi Govt., Central Govt. and | |
| State Govt. All Paramedical courses | |
| conducted by the University approved by | |
| University Grant Commission. | |

5. Pay Scale of (Rs. 5200-20200 with Grade Pay of Rs. 1900) (7thCPC Level 2NDof Matrix + Dearness Allowance and other allowance as per GNCT of Delhi orders.)

Age Limit: 18 – 27 years (Upper Age relaxation as per Delhi Govt. Rule)

{relaxable upto Thirty Five (35) years for Departmental (JSSHS) employees as per Delhi Government Order)

| Sl. No. | Post | Posts | Minimum Educational Qualification Experience |
|------------|-----------------------|-------|--|
| 1. | C.S.S.D. Assistant | 03 | a. Matriculation/Hr. Secondary/Sr. Secondary (10+2) with science from a recognized board/university. |
| | | | b. Operation Room Assistant Course from a recognized institution. |

6. Pay Scale of (Rs. 15600-39100 with Grade Pay of Rs. 5400) (7thCPC Level10thof Matrix + Dearness Allowance and other allowance as per GNCT of Delhi orders.)

(<u>Age Limit</u>: Not exceeding thirty (35) years (Relaxable for Government Servant upto 5 years in accordance with the instructions or order issued by Delhi Government) {relaxable upto forty (40) years for Departmental (JSSHS) employees as per Delhi Government Order)

| Sl. No. | Post | Posts | Minimum Educational Qualification | Experience |
|------------|---------------------------|-------|--|--|
| 1. | Administrative Officer | 01 | Degree of recognized University/Institute. | 3 years experience in Accounts, Administration, Establishment work in a Government office/PSU/Autono mous body/Statutory body. |

7. Pay Scale of (Rs. 9300-34800 with Grade Pay of Rs. 4800) (7thCPC Level8th of Matrix + Dearness Allowance and other allowance as per GNCT of Delhi orders.)

(<u>Age Limit</u>: Not exceeding thirty (30) years (Upper Age Relaxation as per Delhi Govt. Rule) {relaxable upto forty (40) years for Departmental (JSSHS) employees as per Delhi Government Order)

| Sl. No. | Post | Posts | Minimum Educational Qualification | Experience |
|------------|----------------------------------|-------|--|------------|
| 1. | Assistant Accounts Officer | 01 | A Bachelor's Degree in any discipline from a recognized University/Institute. | |
| | | | <u>Desirable Qualification</u> | |
| | | | Chartered Accountant/Cost Accountant/Company Secretary/Masters in Commerce/Masters in Business Studies/Masters in Business Administration(Finance)/Masters in Business Economics | |

8. Pay Scale of (Rs. 9300-34800 with Grade Pay of Rs. 4600) (7th CPC Level7th of Matrix + Dearness Allowance and other allowance as per GNCT of Delhi orders.)

| Sl. No. | Post | Posts | Minimum Educational Qualification | Experience |
|------------|--|-------|---|--|
| 1. | Statistical Officer (Medical Record) *Age Limit: Not exceeding 32 Years (Upper Age Limit as per Govt. of NCT of Delhi) (Relaxable upto 40 years for Departmenta 1 (JSSHS) employees as per Delhi Government Order) | 01 | Post graduate degree in Statistics/ Operational Research/ Mathematical Statistics/ Applied Statistics OR Post graduate degree in Economics/ Mathematics/Commerce (with Statistics as one of the subjects/ papers at degree level) of recognized university or equivalent. | 03 years of experience of statistical work involving collection, compilation and interpretation of Statistical data or Planning work involving Formulation, Monitoring and Evaluation of Plan Schemes. |

| 2. | Statistical Officer (Planning) *Age Limit: Not exceeding 32 Years (Upper Age Limit as per Govt. of NCT of Delhi) (Relaxable upto 40 | 01 | Post graduate degree in Statistics/Operational Research/Mathematical Statistics/ Applied Statistics OR Post graduate degree in Economics/Mathematics/Commerce (with Statistics as one of the subjects/papers at degree level) of recognized university or equivalent. | 03 years of experience of Statistical work involving collection, compilation and interpretation of statistical data or Planning Work involving formulation, monitoring and evaluation of Plan Scheme. |
|----|--|----|--|---|
| | years for Department al (JSSHS) employees as per Delhi Governmen t Order) | | | |
| 3. | Public Relation Officer *Age Limit: Not exceeding 30 Years (Upper Age Limit as per Govt. of NCT of Delhi) (Relaxable upto 40 years for Departmental (JSSHS) employees as per Delhi Government Order) | 01 | Degree from a recognized University and Three years experience in Public Relation/Corporate Communication/Journalism/ Mass Communication. OR Post Graduation in Public Relations / Corporate Communication / Journalism / Mass Communication and 1 Years' experience in Public Relations / Corporate Communication / Journalism/ Mass Communication. | |
| 4. | *Age Limit: Not exceeding 30 Years (Upper Age Limit as per Govt. of NCT of Delhi) (Relaxable upto | 02 | (i) Graduate in any stream from recognized University. (ii) Good Knowledge of English and Hindi language. | |

| | 40 years for Departmental (JSSHS) employees as per Delhi Government Order. | | | |
|----|--|----|---|--|
| 5. | Stenographer Grade II Not exceeding 30 Years (Upper Age Limit as per Govt. of NCT of Delhi) (Relaxable upto 40 years for Departmental (JSSHS) employees as | 01 | a. Degree from a recognized University or equivalent. b. Skill Test Norms Dictation: 10 mts@ 120 w.p.m. in shorthand (English/Hindi) and 40 w.p.m. in typewriting in English/Hindi c. One year certificate course in data preparation and software or equivalent from a recognized Institute. | |
| | per Delhi Government Order | | | |

9. Pay Scale of (Rs. 9300-34800 with Grade Pay of Rs. 4200) (7thCPC Level6th of Matrix + Dearness Allowance and other allowance as per GNCT of Delhi orders.)

| Sl. No. | Post | Posts | Minimum Educational Qualification Experience | è |
|------------|--------------------------|-------|--|---|
| 1. | Statistical Assistant | 03 | a. Post Graduate Degree in Statistics/Operational | |
| | Assistant | | Research/Mathematical Statistics/Applied | |
| | *Age Limit : | | Statistics. | |
| | Not exceeding | | | |
| | 30 Years | | OR | |
| | (Upper Age | | | |
| | Limit as per | | b. Post Graduate Degree in | |
| | Govt. of NCT of Delhi) | | Economics/Mathematics/Commerce (with | |
| | of Dellii) | | Statistics as one of subject/papers in Post Graduation/Graduation level) | |
| | (Relaxable upto | | Graduation/Graduation level) | |
| | 40 years for | | Desirable:- | |
| | Departmental | | 2 604 4040 | |
| | (JSSHS) | | Working Knowledge of Computers | |
| | employees as | | | |
| | per Delhi | | | |
| | Government | | | |
| | Order | | | |

10. Pay Scale of (Rs. 5200-20200 with Grade Pay of Rs. 2400) (7thCPC Level4^{4h} of Matrix + Dearness Allowance and other allowance as per GNCT of Delhi orders.)

<u>Age Limit</u>: 18 – 27 years (Upper Age Limit *As per Delhi Govt. Rule*)

{relaxableupto Thirty Five (35) years for Departmental (JSSHS) employees as per Delhi Government Order}

| Sl. No. | Post | Posts | Minimum Educational Qualification | Experience |
|------------|-----------------------------|-------|---|------------|
| 1. | Stenographer Grade – III | 01 | a. 12 th Class pass or equivalent from a recognized Board or University. | |
| | | | b. Skill Test Norms Dictation: 10 mts @ 80 w.p.m. in shorthand (English/Hindi) and 40 w.p.m. in typewriting in English/Hindi. | |
| | | | c. Transcription: 50 mts (English) 65 mts (Hindi) (on Computer) | |
| 2. | Upper Division Clerk | 05 | a. Graduate in any discipline from a recognized Institute. | |
| | | | b. Ability to use computers – Hands on experience in Office applications, spread sheets and presentations. | |
| | | | c. Good Knowledge of English and Hindi language. | |

11. Pay Scale of (Rs. 5200-20200 with Grade Pay of Rs. 1900) (7thCPCLevel 2ndof Matrix + Dearness Allowance and other allowance as per GNCT of Delhi orders.)

Age Limit: 18 – 27 years (Upper Age limit as per Delhi Govt. Rule)

{relaxableupto Thirty Five (35) years for Departmental (JSSHS) employees as per Delhi Government Order)

| Sl. No. | Post | Posts | Minimum Educational Qualification | Experience |
|------------|-------------------------|-------|--|------------|
| 1. | Lower Division Clerk | 01 | a. For the post of LDC candidate should possess 12th class from recognized University/Board | |
| | | | b. Skill test norms: Typing Speed of 35 w.p.m in English on Computer or 30 w.p.m. in hindi on Computer. (35 w.p.m. and 30 w.p.m. correspond to 10500 key depression per hour and 9000 key depression per hour on an average of 5 key depression for each word) | |

Note:-

- 1. The crucial date for determining the age limit shall be the closing date for receipt of application from candidate i.e. **30.11.2018**
- 2. The applicant should posses the minimum qualification on 30.11.2018. Incomplete qualification (or less experience, if applicable) will not be accepted.
- 3. The benefit of age relaxation in respect of employees of JSSHS shall be available to only those employees who were appointed in hospital, before the notification of these rules, to a post covered under these rules.

III DETAILS OF NUMBER OF VACANCIES (TENTATIVE):-

| | | | Number of Vacancies (Tentative) | | | | | |
|------------|--------------|----------------------|---------------------------------|----|----------------|----|----|---|
| Sr. No. | Post Code | Category of the Post | Total | UR | OBC (Delhi) | SC | ST | Type of disabilities identified for the post* "DIVAANG" |
| | Nursin | g Cadre | | | | | | |
| 1 | 01/18 | Nursing Officer | 147 | 73 | 38 | 25 | 11 | 2(OBC) OL 4(UR) OL |
| | | Total | 147 | 73 | 38 | 25 | 11 | |
| | Abbrev | iation : OL- One Leg | | | | | | |

| | | | | | Numb | er of V | acancies | (Tentative) | | |
|------------|-------------------|-----------------------------------|-------|----|----------------|---------|----------|---|--|--|
| Sr. No. | Post code | Category of the Post | Total | UR | OBC (Delhi) | sc | ST | Type of disabilities identified for the post* "DIVAANG" | | |
| | Paramedical Cadre | | | | | | | | | |
| 1 | 02/18 | Assistant Dietician | 01 | 01 | | | | | | |
| 2 | 03/18 | Physiotherapist | 01 | | | 01 | | | | |
| 3 | 04/18 | Occupational Therapist | 01 | 01 | | | | | | |
| 4 | 05/18 | Speech Therapist | 01 | 01 | | | | | | |
| 5 | 06/18 | Senior Radiographer | 12 | 06 | 03 | 02 | 01 | 1(UR) - OA, OL, BL, HH | | |
| 6 | 07/18 | Lab. Technician Gr. III | 04 | 03 | 01 | | | | | |
| 7 | 08/18 | Lab. Technician Gr. IV | 06 | 04 | 01 | 01 | | | | |
| 8 | 09/18 | Technical Assistant Lab.Gr.III | 04 | 01 | 01 | 01 | 01 | | | |
| 9 | 10/18 | Technical Assistant Lab.Gr.IV | 03 | 02 | 01 | | | | | |
| 10 | 11/18 | E.C.G. Technician | 05 | 03 | 01 | 01 | | | | |
| 11 | 12/18 | C.S.S.D. Technician | 03 | 01 | 01 | | 01 | | | |
| 12 | 13/18 | C.S.S.D. Assistant | 03 | 01 | 01 | 01 | | | | |
| 13 | 14/18 | Pharmacist | 08 | 04 | 02 | 01 | 01 | | | |
| 14 | 15/18 | Junior Radiographer | 12 | 07 | 03 | 02 | | 01(UR) - OA, OL, BL, HH | | |
| 15 | 16/18 | Lab. Assistant Gr. IV | 08 | 04 | 02 | 01 | 01 | | | |

| | Total | 72 | 39 | 17 | 11 | 05 | |
|---|-------|----|----|----|----|----|--|
| Abbreviation: HH-Hearing Handicapped, OA-One Arm, OL- One Leg, BL- Both Leg | | | | | | | |

| | | | | | Numl | ber of ' | Vacan | cies (Tentative) |
|------------|--------------|--------------------------------------|---------|--------|----------------|----------|--------|---|
| Sr. No. | Post Code | Category of the Post | Total | UR | OBC (Delhi) | SC | ST | Type of disabilities identified for the post* "DIVAANG" |
| | Minis | sterial Cadre | | | | | | |
| 1 | 18/18 | Administrative Officer | 01 | 01 | | | | |
| 2 | 19/18 | Assistant Accounts Officer | 01 | 01 | | | | |
| 3 | 20/18 | Statistical Officer (Medical Record) | 01 | 01 | | | | |
| 4 | 21/18 | Public Relation Officer | 01 | | | 01 | | |
| 5 | 22/18 | Stenographer Gr.II | 01 | | 01 | | | |
| 6 | 23/18 | Head Clerk | 02 | 02 | | | | |
| 7 | 24/18 | Statistical Officer (Planning) | 01 | 01 | | | | |
| 8 | 25/18 | Statistical Assistant | 03 | | 01 | 01 | 01 | |
| 9 | 26/18 | Stenographer Gr.III | 01 | 01 | | | | |
| 10 | 27/18 | Upper Division Clerk | 05 | 04 | 01 | | | |
| 11 | 28/18 | Lower Division Clerk | 01 | | 01 | | | 01(OBC)- OA,OL,OAL,BL,B,LV, HH |
| | | Total | 18 | 11 | 04 | 02 | 01 | |
| Abbı | eviation: | HH-Hearing Handicapp | ed, OAL | -One A | Arm One I | EG, B | L- Bot | h Leg, B-Blind, LV-Low |

Abbreviation :HH-Hearing Handicapped, OAL-One Arm One LEG, BL- Both Leg, B-Blind, LV-Low Vision

IV RESERVATION AND RELAXATION:

- i) Reservations and relaxations for SC/ ST/ OBC (Non-Creamy Layer) / PWD (Degree of Disability 40% or above) /Ex serviceman candidates will be provided as per guidelines of Govt. of India for the purpose. The OBC certificate should be issued by Competent Authority of GNCT of Delhi only. OBC certificates issued by other states shall not be accepted and the candidates shall be treated as general candidates.
- ii) Age Relaxations for employees of JSSHS applying against advertisement will be as per the recruitment rules of the JSSHS.

^{*}Reservation is applicable for Persons with Disability (minimum 40% Disability) as per Government of India norms against the identified posts.

- iii) Age relaxation for Ex-Servicemen category candidates is applicable as per Government of India guidelines.
- iv) The upper age limit is relaxed by 5 years for SC/ST, 3 Years for OBC (Non-Creamy Layer) and 10 years for PWD-UR, 13 years for PWD-OBC (Non-Creamy layer) and 15 years for PWD-SC/ST candidates. In case of candidates being eligible for multiple relaxations, the age relaxation gets added but all together shall be less than 45 years.
- v) 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.

Note: Number of vacancies is tentative and may increase or decrease as per requirement in final Selection.

V. <u>SELECTION PROCESS AND OTHER DETAILS</u>:

Before applying, candidates must ensure that they fulfill the eligibility criteria as on the last date of submission of application. Admission to computer based on-line examination will be provisional. Candidature are subject to verification of details/documents at the time of Interview/Joining.

i) <u>Exam Cities</u>: The computer based on-line examination will be held in Delhi/NCR only. However, JSSHS reserves the right to allocate any examination centre or change the centre.

III. SCHEME OF EXAMINATION:

a) The scheme of the examination shall be as follows:

| Post | Scheme | | | |
|-----------------------------------|---|--|--|--|
| For all posts | Computer Based Test on-line examination for a | | | |
| | duration of 2 hours consisting 120 questions | | | |
| | (Objective type) | | | |
| Nursing Officer, Assistant | Part I: (40 Questions) :General English, General | | | |
| Dietician, Physiotherapist, | Aptitude, General Knowledge, General Reasoning | | | |
| Occupational Therapist, Speech | (10 Qs from each segment) | | | |
| Therapist, | | | | |
| Senior Radiographer, Lab | Part-II: (80 Questions): (Discipline related As | | | |
| Technician Gr. III, | per given syllabus) | | | |
| Lab Technician Gr. IV, | | | | |
| Technical Assistant Lab Gr. III, | | | | |
| Technical Assistant Lab Gr. IV, | | | | |
| Pharmacist, Junior | | | | |
| Radiographer, Lab Assistant Gr. | | | | |

| IV | | | |
|--|--|--|--|
| ECG Technician | Part I: (60 Questions): General English, General Aptitude, General Knowledge, General Reasoning | | |
| | Part-II: (60 Questions): (Discipline related As per given syllabus) | | |
| C.S.S.D. Technician, C.S.S.D. Assistant, | Part I: (80 Questions): General English, General Aptitude, General Knowledge, General Reasoning | | |
| | Part-II: (40 Questions) : (Discipline related As per given syllabus) | | |
| Administrative Officer, Public Relation Officer, Stenographer Gr. II, Head Clerk, Stenographer Gr. III, UDC, LDC | Part I: (120 Questions): General English, General Aptitude, General Knowledge, General Reasoning | | |
| Assistant Accounts Officer | Part I: (80 Questions): General English, General Aptitude, General Knowledge, General Reasoning Part II: (40 Questions): Accounts Related | | |
| Statistical Officer (Medical Record), Statistical Officer (Planning), Statistical Assistant, | Part II: (60 Questions): General English, General Aptitude, General Knowledge, General Reasoning Part II: (60 Questions): Subject – Statistical | | |
| Skill/Proficiency test shall be conducted for the post of stenographers /LDCs for the shortlisted candidates. | | | |

- b) Each multiple type question (MCQ) will carry 1 mark and there is **negative marking** i.e. 0.25 mark for wrong answer. No mark will be awarded for un-attempted question.
- c) The question paper will be in bilingual language i.e. in English and Hindi. In case of any typographical error in Hindi, the English version of the question shall be considered as valid.
- d) Though the selection of all posts shall be based on Computer Based Online Test. In certain cases, the hospital reserves the right to further shortlist candidates based on Personality Assessment/Interview if required.

The selection for posts will be made as per merit on the basis of performance in the Computer Based Test. Shortlisted candidates will be called for verification of the original documents according to merit, availability of vacancies and reservation rules.

e) During document verification, the candidates will have to produce their original certificates along with one set of self attested photocopies. No additional time will be given and the candidature of candidates for not producing their original certificates/testimonials on the date of verification is liable to be forfeited.

Note:

- i. Calculator, Mobile phone, Pager, Bluetooth, Headphone, Earplug, Laptop, I-pad and other Electronics/computing /communication devices will not be permitted inside the examination centre.
- ii. Appointment of successful candidates will be subject to verification of various original documents relating to age, Qualifications, Caste, Experience & Medical fitness certificate issued by the Medical Authorities as prescribed under the rules of JSSHS.
- iii. In case of tie of marks obtained by more than one Candidates, the resolution will be done in following order:
 - a) The candidate with earlier/older Date of birth, will be placed higher i.e. the candidate in age seniority will be placed higher
 - b) In case of tie as mentioned at (a) above, the candidate with higher percentage pass marks in qualifying examination, as per eligibility criteria, will be placed higher.
- iv. It is compulsory for candidates to carry a Original photo ID such as Voter's ID, Driving License, PAN Card, Passport, Aadhaar card. Candidates should carry both, the printed copy of E-Admit Card and original photo ID (as mentioned above) while coming to appear in the examinations. Candidate will not be allowed entry into the examination hall/venues, in case any of these are not available.
 - IV. <u>Application Fee:</u> Candidates belonging to General / OBC(Creamy Layer & Non Creamy Layer) categories) and SC/ST/PWD candidates are required to pay non refundable application fee as per table given below:-

| Name of the post | For General/ OBC (CL & NCL)* | For SC/ST/ PWD* |
|------------------|------------------------------|--------------------|
| All posts | Rs.1000.00 | Rs.500.00 |

^{*}The applicable bank charges have to be borne by applicant.

Employees of JSSHS are exempted from the payment of Application Fee.. Application fee will be paid through On-line mode i.e. Debit Card/Credit Card/Net Banking etc through SBI gateway. There will not be any other mode of payment of application fee. In case a candidate deposits the fee in any wrong account or through any other mode, JSSHS will not be responsible for non-receipt of application fee. Fee once paid will not be refunded under any circumstances. Candidates are therefore advised to verify their eligibility conditions before applying.

- V. **No Objection Certificate:** Employed persons working in Government/Semi-Government/Public Sector Undertaking/Autonomous Body are required to produce "No Objection Certificate" from the present employer at time of document verification/joining at JSSHS, New Delhi. As such, candidates working in Govt./PSU/Autonomous bodies should seek prior approval from their Competent Authority before applying for online registration form. In the absence of 'No Objection Certificate', the candidature of such candidates will be forfeited/will not be allowed to appear in the interview/document verification. During document verification, the candidates will have to produce their original certificates along with one set of photocopies duly attested.
- VI. <u>Compensation/Pay Scale</u>: Selected candidates will be placed as per category of post in the corresponding pay scale with grade pay as mentioned against the post in the eligibility criteria. Selected candidates are entitled to all other perks and allowances as per rules and regulation as per MOA of JSSHS.
- VII. <u>Posting:</u> Candidates may be posted anywhere in the office of JSSHS as per requirement of work.
- VIII. <u>Medical Examination:</u> Before joining service, the selected candidates will have to undergo an initial medical examination by the Commission as per Medical Attendance Rules and the decision of the Board will be final and binding.

VI .General Instructions for filling up of Application Form:

- a. The candidate shall apply through On-line mode only, as per the qualifications and eligibility criteria mentioned in the advertisement.
- b. Candidate must specifically indicate the percentage of marks obtained (calculated to the nearest two decimals) in the relevant column of the application. Where percentage of marks is not awarded by the University but only CGPA/OGPA is awarded, the same shall be converted into percentage in terms of conversion norms of university in this regard. Candidates will have to produce the certificate/document issued by the university evidencing conversion formula of university, when called for document verification.
- c. Before starting to fill -up the online application, keep ready with you the following details/documents/ information:
 - i. E-Mail ID (valid at least for one year)
 - ii. Mobile No. (valid at least for one year)
 - iii. Personal and Educational qualification details
 - iv. Details of Debit Card/Credit Card/Net Banking for making application fee (as applicable)

- v. Scanned Copy of Recent Photograph (not more than 3 weeks old in jpg/jpeg format having size between 50 kb-100 kb)
- vi. Scanned Copy of Signature with Black ink pen (in jpg/jpeg format having size between 10kb-50 kb)
- vii. A candidate can apply for more than one post under each Group. There will be separate application form along with requisite fees for the post if the candidate applying for more than one post.
- viii. If applicant applying for multiple posts under different Groups, he/she should apply by registering against each post with unique e-mail ID and generate and submit separate application and applicable fee separately against each post.
- ix. The last date & time of closing of Registration (Step-I) and submission of application (Step-II) is **12.03.2019** (**Upto 23:45 hrs.**) and last date & time of closing of submission of on-Line application fees (Step-III) is **14.03.2019** (**Upto 18:00 hrs.**).

d. **HOW TO APPLY**:

Candidates satisfying the eligibility conditions have to apply through online registration system of JSSHS i.e. www.jsshs.org Please go carefully through instructions under 'STEPS FOR APPLYING' in this advertisement and also detailed instructions given on the main page of online filling up of application.

No application through other mode will be accepted. No documents are required to be sent to JSSHS in connection with the application.

Online submission of the applications will be allowed on the website. The last date for Registration (Step-I) and submission of application (Step-II) is 12.03.2019 upto 23:45 hrs and On-Line submission of application fees (Step-III) through Debit Card/Credit Card/Net Banking through SB collect system of State Bank of India (SBI) is 14.03.2019 upto 18:00 hrs.

STEPS FOR APPLYING:

STEP-I (SIGN UP):

a) Candidates are now ready to apply on-line by visiting the JSSHS website and going to the tab "CARRIER & OPPURTUNITY" on JSSHS website www.jsshs.org or on link at www.health.delhigovt.nic.in

- b) Candidates will get the instructions page and they will have to accept the terms & conditions by clicking 'I Agree' Checkbox given below and pressing the 'Start' button.
- c) Applicants are needs to sign up first with their valid **E-mail ID** and **Mobile No**. with them while signing up.
- d) The One-time **Password** and **login details** will be sent to the email id provided, so candidates are advised to verify the correctness of the email id before proceeding.

STEP-II:

- a) Candidates are now ready to apply on-line by revisiting the On-line Application website at **www.jsshs.org**
- b) After changing the One-time Password to a password of their choice, candidates can proceed further. The candidate should now login with the new password and fill up all the information asked in the on-line form about himself/herself correctly, and complete the Registration.
- c) The candidate should now fill up all the desired information in the online form about himself/herself correctly. The candidate will see his/her application under option PREVIEW Before submission of his/her Step-II details, the candidate should check his/her all details and make necessary corrections, under option EDIT (if any), Candidates are not allowed to change the Email id and Mobile Number under EDIT option.
- d) On successful submission of on-line application, candidates are advised not to attempt for re-registration for the same post. In case of multiple registrations for the same post, the candidature is liable for cancellation/rejection without any notice/intimation to the candidate. Candidate is required to download the online form generated by the System with unique registration number, which may be retained for future reference.

Instructions to upload Photo and Signature

Applicants should upload the scanned (digital) image of their photograph and signature as per the process given below:

i) Photograph:

a) Photograph must be a recent passport size colour photograph (not older than 03 weeks).

- b) Make sure that the photograph is in colour, taken against a light-coloured, preferably white, background. Look straight at the camera with a relaxed face. If the photograph is taken on a sunny day, have the sun behind you, or place yourself in the shade, so that you are not squinting and there are no harsh shadows. If you have to use flash, ensure there's no "red-eye". If you wear glasses make sure that there are no reflections and your eyes can be clearly seen. Caps, hats and dark glasses are not acceptable. Religious headwear is allowed but it must not cover your face.
- c) Dimensions of the image should be approximately 200X230 pixels. It will not be possible to accommodate larger images. Size of file should be between 50kb-100kb in jpg/jpeg format only. Please ensure that the size of the scanned image is not more than 100kb.
- d) If the size of the file is too large, then adjust the settings of the scanner such as the DPI resolution, number of colours etc., during the process of scanning. Minimum resolution should be 200 dpi.

ii) Signature image:

- a) The applicant has to sign on white paper with Black ink pen.
- b) The signature must be of the applicant only and not of any other person. If at any stage the signature is not found to be matching with the candidate's actual signature, the applicant's candidature may be summarily rejected.
- c) Please scan the signature area only and not the entire page.
- d) Dimensions of the image should be approximately 140X60 pixels. It will not be possible to accommodate larger images. Size of file should be between 50kb–100k in jpg/jpeg format only. Ensure that the size of the scanned image is not more than 100 kb.

The candidate should upload his/her Photograph and Signature as per the instructions given in the following paragraphs:

iv) Up-loading the photograph and signature:

- a) There are separate links for uploading Photograph and Signature. Click on the respective link to Upload Photograph/Signature.
- b) Browse and select the location where the scanned Photograph/Signature files have been saved. Select the file by clicking on it.
- c) Click the 'Open/Upload' button. The photograph/signature file will get uploaded.

If the file size and format are not as prescribed, an error message will be displayed. In such a case, change the size and format of the file as required and re-upload.

STEP- III: Submission of Application Fees

On completion of Step-2, and after 24-36 hours candidate needs Login and Click on "Make Payment" link and deposit the requisite examination fee through On-line mode only.

METHOD FOR SUBMISSION OF APPLICATION FEES (Non-refundable):

Candidate needs to re-login and click the link/tab "Make Payment" active after 24-36 hours of submission of the application. The candidates are required to click on "Make Payment" after 24-36 hrs of submission of online application and deposit the requisite examination fee online through Internet Banking /Debit/Credit Card only from State Bank Collect system of State Bank of India (SBI) website. The journal number or the Transaction number given by the Bank is to be retained for future reference.

Guidelines for deposit of Examination Fee through State Bank Collect System (SBI) (Link will active minimum after 24 hrs of submission of online Application (Step-II)

- Click on "Make Payment" tab. The candidate will be navigated to State Bank Collect (State Bank India) page.
- Select disclaimer check box and proceed.
- On next screen select Category 'JSSHS RECTT 2018'.
- The candidate will be navigated to State Bank Collect (State Bank India) page of JSSHS displaying their logo.
 - a. Please enter your JSSHS application sequence number,
 - b. Date of birth (DD/MM/YY)
- On the next screen, (following Data will appeared automatically from database) Application Sequence Number,

Date of Birth (DD/MM/YY)

Name of applicant,

Post Applied

Social Category

Exam. Fees

- Verify the details and click on 'Confirm'.
- Now you will be taken to payment gateway
- Select appropriate 'Mode of Payment'i.e Internet Banking/Credit Card/Debit Card
- Check the charges/commission applicable for selected 'Mode of Payment'

 Pay 'online' using Internet Banking/Credit Card/Debit Card and print the ereceipt for your record.

VII. <u>IMPORTANT INSTRUCTIONS</u>:

- > JSSHS will not be responsible for any loss of email/admit card sent, due to invalid/wrong email id etc.
- Admit Card will not be sent by post. It should be downloaded by the candidates from the website.
- Candidates will be allowed to appear for the Written Test only with Admit Card and not with the acknowledgement Slip (Online submitted Application form).
- It is compulsory for candidates to carry a Original photo ID such as Voter's ID, Driving License, PAN Card, Passport, Aadhaar card, etc. Candidates should carry both, the printed copy of E-Admit Card and photo ID (as mentioned above) while coming to appear in the examinations. Candidate will not be allowed entry into the examination hall/venues, in case any of these are not available.
- > Candidates should retain a photocopy of their acknowledgement Slip (Online submitted Application form) for future reference.
- Canvassing in any form will disqualify a candidate.

> ACTION AGAINST MISCONDUCT:

- (i) Candidates are advised in their own interest that they should not furnish any documents/information that are false, tampered, fabricated or should not suppress any material information while filling up the "on-line" application.
- (ii) At any stage of recruitment or later, if a candidate is or has been found guilty of any misconduct such as:
- a) Using unfair means during the examination; or
- b) Impersonating or procuring impersonation by any person; or
- c) Misbehaving in the examination hall; or
- d) Resorting to any irregular means in connection with his/her candidature during selection process; or
- e) Using undue influence for his/her candidature by any means; or
- f) Submitting of false certificates/ documents /information or suppressing any information at any stage; or
- g) Giving wrong information regarding his/her category (SC/ST/OBC/PH/Ex-Servicemen) while appearing in the examination or thereafter; or

- h) Writing irrelevant matter including obscene language or pornographic matter in the script(s); or
- i) Being in possession of calculator, mobile phone, pager, bluetooth, headphone, earplug, laptop, ipad and other Electronics/computing/communication devices;
- j) Possessing any form of textual material / handwritten (or typed) pages etc. in addition to rendering himself/herself liable to legal/criminal prosecution, will also become liable to be:
- i) Disqualified from the examination and /or;
- ii) Debarred either permanently or for a specified period from any exam/recruitment and /or
- iii) Discharged/removed/dismissed from service, if the act of misconduct comes to notice after his/her appointment to the service of JSSHS.
- Calculator, Mobile phone, Pager, Bluetooth, Headphone, Earplug, Laptop, ipad and other Electronics/computing/communication devices will not be permitted inside the examination centre. Therefore, the candidates shall be responsible for safe-keeping of such devices because arrangement for keeping these devices safe cannot be assured by JSSHS/Examination Centre.
- The original testimonials/documents will have to be produced at the time of joining. If any of their claims is found to be incorrect, their candidature shall be summarily rejected.
- Serving Government/PSU officials, if selected will be allowed to join only after they are properly relieved from their parent organization.
- Candidates should submit only single application for each post and application once submitted cannot be altered. A valid e-mail ID is essential for submission of the online application. JSSHS will not be responsible for bouncing of any e-mail sent to the candidates.
- All information regarding this recruitment process would be made available in the **'CARRIER & OPPURTUNITY** section of JSSHS website only. Applicants are advised to check the website periodically.
- Candidates should ensure that the same passport size photograph is used throughout this recruitment process.
- No application will be entertained after the expiry of last date of receipt of Online Application Form.
- Any corrigendum/addendum/errata in respect of the above advertisement shall be made available only on our official website www.jsshs.org. No further press advertisement will be given. Hence prospective applicants are advised to visit JSSHS website regularly for above purpose.

- No correspondence or personal enquires shall be entertained by JSSHS.
- **Note 1:** Since these application forms are to be processed in a computerized system, due care should be taken by the candidates to fill up their application form correctly.

Note 2: The candidates should ensure that they fulfill all the eligibility conditions. Their admission at all the stages of selection for which they are admitted by JSSHS will be purely provisional, subject to their satisfying the prescribed eligibility conditions. If on verification at any time before or after examination, it is found that they do not fulfill any of the eligibility conditions; their candidature for the Examination will be cancelled by JSSHS. If at any time before or after joining of the candidate in JSSHS, it is found that they do not fulfill any of the eligibility conditions; or their eligibility conditions are found to be false or misrepresented, their services will be terminated by JSSHS.

VIII. GENERAL INFORMATION AND INSTRUCTIONS:

- a. Only Indian Nationals are eligible to apply.
- b. Incomplete On-line application, in any respect shall be rejected and no further correspondence shall be entertained. In addition, no other means/mode of submission of application shall be accepted under any circumstances.
- c. All qualifications should be recognized by University/AICTE/ appropriate Indian Statutory Authorities.
- d. No TA/DA will be paid to any candidate for appearing in the written/Interview/Skill Test exam.
- e. If any information provided by the candidate is found to be false or incorrect or not in conformity with the eligibility criteria, then his/ her candidature is liable to be rejected at any stage of the recruitment process or after recruitment or joining.
- f. No modifications are allowed after candidate submits the online application form. If any discrepancies are found between the data filled by the candidate online and the original testimonies, his candidature is liable to be rejected.
- g. Candidates employed with Government / PSUs / Autonomous bodies have to produce NOC at the time of interview/joining. If the candidate fails to provide the NOC at the time of Interview/joining, he/she will not be allowed to appear/join for the interview/post.
- h. JSSHS reserves the right to raise the minimum eligibility standards. Further JSSHS reserves the right to fill or not to fill or partially fill any of the above positions without assigning any reasons whatsoever. JSSHS also reserves the right

to cancel / restrict / modify / alter the recruitment process, if required, without issuing any further notice or assigning any reason thereof.

- i. Any modifications/ amendments/corrigendum in respect of the above advertisement shall be made available only on JSSHS's Website. No further press advertisement will be published. Hence prospective applicants are advised to visit JSSHS's Website regularly for this purpose.
- j. All correspondence/announcements with respect to above recruitment process shall be done through e-mail/notices on the JSSHS website. Important information regarding recruitment will be available in JSSHS website and as such, candidates are advised to visit the same frequently. It is the responsibility of the candidate to download/print the Admit Card/Interview Letters. JSSHS will not be responsible for any loss of email sent, due to invalid/wrong Email ID provided by the candidate or due to any other reason. Candidate's E-mail Id and Mobile No. should be valid for at least one year from the date of submission of application form.
- k. In case of any problems faced by the candidates in filling up the online application form, they may contact the Help Desk number: 18002667144 between 10.00 AM and 6.00 PM (Monday Friday) or may send their queries to (e-mail: jsshhelpdesk2019@gmail.com).
- 1. The JSSHS reserves the right to shortlist candidates for Computer Based Test, reschedule the test date & venue etc. or alter any of the advertised condition depending upon the circumstances.
- m. In case of any ambiguity/dispute arising on account of interpretation in English or Hindi version, the English version shall prevail.
- n. Any dispute with regard to recruitment against this advertisement will be settled within the jurisdiction of Delhi only.

IX. TERMS & CONDITIONS OF RECRUITMENT:

- 1. All appointments of doctors, nurses, paramedical staff, technical & allied healthcare staff and ministerial/executive staff if not outsourced shall be engaged initially on a contract for a period 5 years with a notice period of 3 months from either side for severance of contract. Further extension will be based on annual performance appraisal report upto the age of superannuation in the NCT Government of Delhi.
- 2. The contract engagement shall not be pensionable.
- 3. Candidate for the post of Staff nurse, Assistance Nursing Superintendent, should be registered with Medical Council of India /State Medical Council/Nursing Council of India. The registration with DNC shall be mandatory.

- 4. The pay of the selected candidates shall be as per the MOA of the society and as per the orders issued by GNCT of Delhi from time to time.
- 5. No TA/DA shall be paid for appearing in the online computer based test/ interview.
- 6. The selected candidates will have to follow and abide by the hospital policies and will not question the same.

The candidates should not have been convicted by any court of law.

- I. Any canvassing by or on behalf of the candidate or any outside influence in any form with regard to selection will lead to disqualification.
- II. The appointment will be terminated if any declaration/information furnished is found false or any material/fact is suppressed willfully.
- 7. The decision of the Chairman of the Selection board regarding selection of the candidates will be final and no representation will be entertained in this regard.
- 8. The appointment to the said post will be subject to physical fitness from the competent medical board for which he will be sent to designated medical authority by the Institution before joining the post and shall be put to police verification. In case the police verification is negative, the candidate shall not be appointed and in case he/she joins the institute before police verification and the report is negative, his/her services shall be terminated. No request/appeal shall be entertained in this regards.

SD/-

(ANIL KUMAR) DEPUTY DIRECTOR (ADMN.)