

**Dte. General of Health Services
Rural Health Training Centre
Najafgarh, New Delhi-43, Email: rhtcnajafgarh@gmail.com**

EMPLOYMENT NOTICE

Applications are invited from the eligible candidates for filling up the following posts at Rural Health Training Centre, Najafgarh, New Delhi-110043.

S/N	Name of post	No. of vacancy	Category	Group	Pay Scale	Eligibility as per Recruitment Rules (RRs)
1.	Administrative Officer	(01) One	N/A	B Gazetted	Level-7 of Pay Matrix PB-II (Rs.9300-34800/-) Grade Pay Rs.4600/- (PR)	By Promotion/Transfer on Deputation (1) Officers under the Central Government (a) (i) Holding analogous posts or (ii) with 5 years' regular service in the pay Level-6 of Pay Matrix (Rs. 35400-112400/-) (b) Possessing experience - in administration, establishment and accounts matters. (2) The departmental Head Clerk with 8 years' regular service in the grade will also be considered and in case he is selected for appointment to the post, the same shall be deemed to have been filled by promotion. The period of deputation shall not ordinary exceeds 3 years.
2.	Auxiliary Nurse Midwife (ANM)	(03) Three	UR-1, SC-1 ST-1	C	Level 4 in the pay matrix Pay Band-2, Rs. 25500-81100/-	Essential: (i) 12th standard pass from a recognised Board; and (ii) Certificate of Auxiliary Nurse Midwife from a recognised State Nursing Council and must have been registered as Auxiliary Nurse or Midwife with recognised State Nursing Council. Or Female Multi-purpose worker course from a recognized Institute or Board; Or Auxiliary course under 12th Standard vocational scheme from a recognised Board as per syllabus prescribed by the Central Board of Secondary Education or its equivalent and Indian Nursing Council.
3.	Computer	(01) One	UR-1	C	Level 4 in the pay matrix Pay Band-2, Rs. 25500-81100/- Rs. 1200- 30-1560- EB-40-2040/- (PR)	Essential: 1. Degree from a recognised University with Statistics as one of the subjects. Or 2. (i) High School or equivalent qualification with Mathematics/ Statistics as one of the subject, and (ii) Degree from a recognised University, and (iii) At least five years' experience in a reputed Institution in a job involving computation of Mathematical/Statistical data.
4.	Laboratory Assistant	(02) Two	UR-1 OBC-1	C	Level 3 in the pay matrix of Pay Band-2 Rs. 21700-69100/-	Essential: (i) 12th class pass with Chemistry as one of the subjects or its equivalent qualification from a recognised Board or University; (ii) Diploma in Medical Laboratory Technology from an Institute recognised by the All India Council for Technical Education or any other statutory body authorised by the Government for the purpose. Desirable: One year experience of handling routine laboratory tests.

Note:-

- The qualification regarding experience is relaxable at the discretion of the competent authority in case of candidates belonging to the SC/ST category if, at any stage of selection, the competent authority is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not available to fill up the vacancies reserved for them.
- The qualification regarding experience is also relaxable at the discretion of the competent authority in case of candidates otherwise well qualified.
- The post at serial No. 1 above is a Promotion/Transfer on deputation post, fresher need not to apply. Only Government departmental candidates having requisite qualification and experience conditions may apply. The up to date APAR Dossiers of the recommended officers may kindly be sent along with applications & vigilance clearance. Applications received after the due date or without APAR dossiers will not be entertained.
- In case of posts at Serial No. 2-4 above, these posts will be filled up on regular basis. The pay of the selected persons will be regulated in accordance with the govt. rules, as amended from time to time. The eligible candidates may be short listed through a Screening Test/Written Examination following by a personal interaction/document verification. Selection will be based upon marks obtained in the Written Examination of 100 marks to be held at this centre. Decision of the selection committee, in this matter will be final.

General Conditions

- Application must be typed on fool scap in double space strictly as per proforma given below. Envelope containing application must be superscripted on the envelope as "Application for the post of _____".
- Two photos duly singed by the candidate on the back be attached in the space provided.
- Incomplete applications and application received after last date will not be entertained. Any canvassing by the candidate is liable to lead to disqualification.
- In case of posts at serial No. 2-4, all the General/OBC candidates will submit a Demand Draft for Rs. 500/- and SC/ST for Rs. 400/-, alongwith their applications, in favour of Director, RHTC, Najafgarh payable at New Delhi.
- Eligible candidates for above posts may apply in the prescribed Proforma within 30 days of publication of this advertisement in Employment News/uploading of this advertisement.

(Dr. Shyam Sunder)
Hospital Superintendent/
Head of Office

Application Form

Post applied for										Passport size photograph	
Advertisement No.											
1. Full Name											
(IN BLOCK LETTER)											
2. Father's Name/Husband's Name											
2. Date of Birth.											
3. Age as on											
31st Dec 2023											
4. Category											
SC ST OBC UR Govt. Emp. Physically handicapped											
5. Religion/Nationality											
6. Aadhar No.											
7. Address for Correspondence											
8. Permanent Address											
Contact No.											
9. Details of Educational and Technical Qualification (from matriculation/SSLC/SSC onwards)											
Examination Passed		University/Board/Institution/ Council of Examination			Month; year of passing		Division/ Class/ Grade		Subjects		
10. Where have you been employed? Give particulars below:-											
Name of the Office Deptt./ Mini./organization		Period of service From - To		Post		Nature of Duties Performed		Basic Pay with Scale of Pay		Reason for Leaving Services	
11. If selected specify the minimum time required for joining.											
Date: _____										Signature of the Candidate	
CBC 17133/12/0003/2324										EN 25/36	