भारत सरकार /GOVT. OF INDIA
कलावती सरन बाल अस्पताल/Kalawati Saran Children's Hospital
बँगला साहिब मार्ग, नई दिल्ली/ Bangla Sahib Marg, New Delhi-110001
Ph: 011-23344162 Extn 2406 Fax: 011-23745627

No. KSCH/RR Cell/257/20-21/1867 Dated: 18/05/2020

ANNEXURE-I

VACANCY NOTICE

The Director, Kalawati Saran Children's Hospital, New Delhi invites applications from eligible Indian nations in the prescribed Performa for recruitment for the following posts on regular basis.

SN	Name of the Post / Pay Scale Level	No. Of Posts /Category	Age Criteria	Essential Qualifications & Experience
01	**Medical Social Welfare Officer/Social Worker** **Pay Scale : Level-6 as per 7th CPC**	**01 (One) (UR)**	**21-28 Yrs** 'Relaxable for Govt. Servants upto 40 years	(1) Degree of a recognised a University (2) Diploma in Social Work from a recognised Institution. ***Desirable: At least one year experience as Social Worker.***
02	**X-Ray Technician (XRT)** **Pay Scale : Level-5 as per 7th CPC**	**02 (Two) (UR=01, EWS=01)**	**21 Yrs to 31 yrs** 'Relaxable for Govt. Servants upto 40 years	1. Matriculation or its equivalent qualifications from a recognised Board. 2. Diploma (Two Years Course) in Radiology with one year's Experience. OR 3. Diploma Certificate (one year Course) with two years' experience.
03	**Post: Haemodialysis Technician (HTs)** **Pay Scale :Level-4 as per 7th CPC**	**04 (Four) (UR-3, OBC-1)**	**Upto 30 Yrs** 'Relaxable for Govt. Servants upto 40 years	(a) 12th standard pass with Chemistry as a subject from a recognised University or Board; (b) Diploma in Medical Laboratory Technology from a recognised Institution and (c) Training in Hemodialysis as Hemodialysis Technician from a recognised hospital or medical institution for a minimum of one year. The Haemodialysis unit should have atleast 08 beds. OR Minimum one year experience as Haemodialysis Technician in a recognised hospital or medical Institution. The Haemodialysis unit should have atleast 08 beds.
04	**Post: Data Entry (Technician) (DET)** **Pay Scale : Level-4 as per 7th CPC**	**01 (One) (UR-01)**	**18-27 Yrs** 'Relaxable for Govt. Servants upto 40	(i) 12th pass from recognised Board and Department of Electronics and Accreditation of Computer Classes (DOEACC) 'O' Level certification OR

			years	(ii) Diploma in Computer Course from Govt. Recognised Institute and; (iii) (a) Speed test of not less than 15000 key depressions per hour (KDPH) for Data Entry Work to be ascertained through speed test on computer.
05	**Post: Dark Room Assistant (DRA)** **Pay Scale :Level-3 as per 7th CPC**	**01(One) (UR)**	**Between 21 to 30** Years 'Relaxable for Govt. Servants upto 40 years	i. Matriculation or equivalent qualification from a recognized board. ii. Diploma/Certificate in Radiography from a recognised Institution.
06	**Post: Nursing Attendant (NAs)** **Pay Scale :Level-1 as per 7th CPC** **(Note: Backlog vacancies of ST/OBC/EWS)**	**16 (Sixteen)** **ST=02** **OBC=09** **EWS=05**	**18-27 Yrs** 'Relaxable for Govt. Servants upto 40 years	(i) Matriculation Pass from recognised University or Board and (ii) First Aid certificate from the Central Govt or State Govt recognised institution; and (iii) One year experience of hospital work in fifty bedded hospitals.
07	**Post: Dhobi (Dho)** **Pay Scale :Level-1 as per 7th CPC**	**02 (Two) (UR)**	**18-27 Yrs** 'Relaxable for Govt. Servants upto 40 years	(i) Matriculation Pass from recognised University or Board (ii) Two years experience in the profession.

Note: 1. The number of posts is tentative and may change based on the Institute/Hospital's requirement.

ELIGIBILITY CONDITIONS

1. Applicants are advised to fill up the application form for each applied post as per the application format given in the Annexure-A duly typed or must be filled in by candidate's own handwriting only. Application received in other format and hand written format of given Annex-A will not be accepted.

2. Applicant must fulfil the educational qualifications, experience, and age limit and other criteria for the post applied for as on the last date of receipt of the applications, failing which the application shall be summarily rejected and no correspondence will be entertained in this regard. Candidates are therefore, advised to satisfy themselves before applying for the said post that they possess the requisite essential qualifications and experience. The Institute will not enter any correspondence on their ineligibility.

3. The number of posts is tentative and may change based on the Institute/Hospital's requirement. Selection to the posts will be considered on the prescribed essential qualifications mentioned and the same are the bare minimum and the mere possession of the same does not entitle candidates to be considered for the post. However, if the number of applications received for a particular post is large, then the institution Authority reserves the right to lay down any criteria for the purpose of short listing of the candidates

4. The candidate must ensure that their photo, signature should be clearly visible failing which his/her application will be rejected. So be careful at the time of filling/submitting the application for applied post. All the applicants are advised to keep a copy of Application form with them, alongwith proof of payment for their record.

5. The last date for submission of applications will be of 21 days from the publication of this advertisement in Employment Newspaper only and not on uploading of this advertisement on the hospital website. However, the hospital will accept the application forms from the day of uploading on the hospital website i.e. **lhmc-hosp.gov.in** in r/o above vacancies. The applicants residing in North-East States, Islands UTs and remote Areas of India, one week extra time will be given to them for submission of their applications from the last date of submission as mentioned above to the rest of Indian applicants. Applicants can submit their Applications from the date of uploading of this Vacancy Notice on the hospital website. Applications received beyond last date will not be considered under any circumstances and no correspondence will be entertained from this office. Applicants are advised to submit their application ***BY HAND or BY ORDINARY POST or BY SPEED POST only*** **(NO OTHER MODE WILL BE ACCEPTED) in Recruitment Cell, Room No. 103, Administrative Block, First Floor, Old Building, Kalawati Saran Children's Hospital, New Delhi.** Candidates must write the name of the Post, Category on the top of the envelope.

APPLICATION FEE STRUCTURE

S N	CATEGORY	AMOUNT
01	Unreserved /OBC/EWS/Ex-Servicemen and other categories etc.	Rs. 500/- (Rs. Five Hundred only) (Non-refundable)
02	SC/ST	Rs. 300/- Rs. Three Hundred only) (Non-refundable)
03	People with Disabled (PWDs) (applicable with a certificate issued from Competent Authority with more than 40% Disability)	Nil

Note: 1. **ONLY DEMAND DRAFT/Banker's Cheque is applicable and no other mode of payment will be accepted.**
2. **The DEMAND DRAFT/Banker's Cheque will be made in favour of THE DIRECTOR, KALAWATI SARAN CHILDREN'S HOSPITAL, payable at New Delhi.**
3. **Candidates should write his/her name, post applied, mobile Number and category on the back of Demand Draft/Banker's Cheque.**

6. In case any reserved category candidate is given advantage of provision of age relaxation and is on merit eligible to be considered against UR seat, such candidates will not be considered against UR but only for respective reserved category seat only.

7. Candidates applying under any of the reserved category viz. SC/ST/OBC/EWS will be considered subject to submission of Caste certificate on a prescribed format issued by the competent Authority. Candidates applying under OBC Category must bring the caste certificate in the format provided by the DoP&T vide OM No. 36036/2/2013-Estt (Res) dated 31.3.2016. OBC candidates should not belong to Creamy Layer. Their Sub-Caste should match with the entries in Central List of OBC failing which their candidature will not be considered under any of the applied reserved category and will be treated as UR. Similarly, Candidates applying under EWS Category must bring the EWS certificate in the format provided by the DoP&T vide OM No. 36039/1/2019-Estt (Res) dated 31.1.2019.

8. The detailed information viz. Eligible/non-eligible, date of Written Examination, Skill Test (if required) and Admit Card etc will be displayed on hospital website ***lhmc-hosp.gov.in.***

9. Those who are in employment with State/Central Govt./PSU must submit a **"NO OBJECTION CERTIFICATE"** from the employer at the time of verification of documents.

10. This Institute has taken the vacancy position upto 31st December 2020 for filling up the posts as mentioned in Annexure-1. Similarly, the appointment will be made as and when the vacancy arise from the meritorious candidates to each advertised cadre post in future. Any dispute in regard to any matter referred to herein shall be subject to the jurisdiction of Delhi Courts alone.

11. The Candidates have advised to use the proforma for filling up the Application Form as per Annexure-A only and same should be typed and must be filled by the candidate's handwriting only. Handwritten format will not be accepted under any circumstances.

12. **The following self-attested Xerox copies of documents must be attached with the Application Form:**

1) ***Application Format as per Annexure-A duly filled.***
2) ***Matriculation certificate with mark sheet.***
3) ***12th Class Certificate with mark sheet***
4) ***Diploma/Degree certificate with mark sheets***
5) ***No Objection Certificate in case of applied through proper channel. Candidates must ensure that those who have applied with Advance copy, their No Objection Certificate must be received in KSC Hospital within 21 days from the last date of submission of this advertisement failing which their candidature will not be considered under any circumstances.***
6) ***SC, ST and OBC (with latest NCL certificate)/EWS (to be issued in current financial year)/PwD Certificate (if applicable).***
7) ***Demand Draft/Banker's Cheque (as applicable)***
8) ***Experience Certificate (if applicable).***

Important Note:

Any other information in regard to this recruitment will be uploaded only on hospital website i.e. lhmc-hosp.gov.in only and will not be published in Employment newspaper or any other newspaper.

Addl. Medical Supdt.
For Director, KSC Hospital, New Delhi.

Dr. BASAB GUPTA
अपर चिकित्सा अधीक्षक
Addl. Medical Superintendent
कलावती सरन बाल चिकित्सालय
Kalawati Saran, Children's Hospital
नई दिल्ली-110001/New Delhi-110001

ANNEXURE-A

भारत सरकार /GOVT. OF INDIA
कलावती सरन बाल अस्पताल/Kalawati Saran Children's Hospital
बँगला साहिब मार्ग, नई दिल्ली/ Bangla Sahib Marg, New Delhi-110001
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PROFORMA OF APPLICATION FORM

POST APPLIED FOR :_____

1. Name in full:
   (As recorded in Matriculation Certificate in Block Letter)

Paste here latest colour photograph

2. Father's/Husband Name:

3. Date of Birth:
   (As recorded in Matriculation or equivalent Certificate)

4. Age as on Last date of submission of Application:_____Year_____Month_____Day

5. Marital Status: 6.Gender: 7. Nationality:

8 Telephone No.: Mobile No: E-mail ID:

9 Permanent Address (with pin code) in block letter:

10 Corresponding Address (with pin code) in block letter:

11 Category (UR/SC/ST/OBC/EWS/PwD):

12 Educational Qualifications (From Matriculate onwards)

Examination passed	University/Board	Years	%age of marks	Duration of course	Division	Remarks

Details of Payment:

Demand Draft No. & Date	Name of the Bank	Amount. (Rs.)

14 Particulars of previous and present employer post(s) held along with other details:

Name of the Organisation with full address	Post Held	Duration		Total Period			Whether Permanent /contractual	Salary Drawn (Rs)
		From	to	YY	MM	DD		

15 List of enclosures:

(DECLARATION TO BE SIGNED BY THE CANDIDATE)

1. I have not submitted any other application for this recruitment and I am aware that if I contravene to this rule, my application will be rejected summarily by the Institution
2. I have read the provisions/general conditions carefully and I hereby undertake to abide to them.
3. I further declare that I fulfil all the conditions of eligibility regarding age limit, education qualifications etc, prescribed for the post. I have further declare that I have enclosed self- attested photocopies of certificates in support of my claim for educational qualification, age, category (SC/ST/OBC/EWS/PwDs) and age relaxation etc.
4. I also declare that I have never been convicted by any court of law
5. I hereby further declare that all statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found suppressed/false or incorrect or ineligibility being detected before or after the examination, my candidature/appointment is liable to be cancelled.

Signature of the candidate:
(in running mode)

Date:

Name:

Place:

Mobile .:

E-Mail Address:

NOTE: ***Application not signed by candidate or incomplete in any respect, not containing self-attested photocopies of certificates in support of academic/technical/Caste/experience or without passport size photograph pasted at the appropriate place in the application form or not fulfilling criteria as laid in the advertisement etc will be summarily rejected without any further references. The Director of KSCH has a right to increase or decrease the number of vacancies or to cancel the same without any further notice.***