



No. 18/Admn-II/Laundry Supervisor/ 2019/1925 Dated: 25/3/19



Applications are invited from the eligible candidates for filling up one post of Laundry Supervisor (Group C (Non-Gazetted) on direct recruitment basis in Lady Hardinge Medical College & Smt. S.K. Hospital, New Delhi. Details are given below:

Name of the Post	No. of Vacancies	Age Limit	Educational Qualification
Laundry Supervisor Pay Matrix Level 5 (Rs. 29200-92300)	1-UR	Up to 28 years (Relaxable for Government Servants up to 40 years in accordance with the instructions or orders issued by the Central Government).	Essential: a. 10+2 or its equivalent qualification from a recognized Board/University. b. Certificate in Electrical/Mechanical Engineering from ITI with five years experience in repair and maintenance of electrically operated machines. c. Knowledge of stores accounting. Desirable: Diploma in Electrical/Mechanical Engineering from a recognized Institution.

2. ELIGIBILITY CONDITIONS:

1. Applicant must fulfil the educational qualification, 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 post that they possess the requisite essential qualification and experience. This Institution will not enter into any correspondence on their ineligibility.


2. Selection to the posts will be considered on the prescribed essential qualification 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 and the higher qualifications will be preferred. However, if the number of applications received for a particular post is large, then this Institution reserves the right to lay down any criteria for the purpose of short listing of the candidates.

3. Candidates are required to paste his/her passport size photograph on the right hand corner of the application in the prescribed format as given in Annexure - I.,

4. Application fee Rs. 300/- shall be paid through NTR portal bharatkosh.gov.in and enclose the copy of the receipt with their application. The details regarding the same is mentioned in Annexure -II. The Application fees will be non refundable. No personal cheques are accepted.

5. **ESSENTIAL DOCUMENTS:** All the candidates must attach one self attested copy of the certificates for age, educational qualifications and experience certificates.
6. Candidates in Central/State Govt./PSU/UT services whether in permanent or temporary capacity are required to submit their applications through proper channel along with NOC.
7. Application forms duly completed in all respects, must send by Speed/ Regd. post only **to Director, Lady Hardinge Medical College & Smt. S.K. Hospital, New Delhi latest by 25.4.2019 (5.00 PM) and by 2.5.2019 (5.00 PM) in the case of candidates residing in Assam, Mizoram, Manipur, Nagaland, Meghalaya, Arunachal Pradesh, Tripura, Jammu and Kashmir, Lahaul and Spiti District and Pangi Sub Division of Chamba District of Himachal Pradesh, Andaman and Nicobar Island, Lakshadweep.** Applicants should write the name of the post on the left corner of the envelop clearly.
8. Applications received after the last date or without relevant documents/incomplete documents/unsigned application or without application fee shall be summarily rejected. This Institution shall not be responsible for any postal delay.
9. No correspondence or personal inquiries shall be entertained.
10. Candidates shall be governed by the new restructure defined Contributory Pension Scheme as notified by the Central Government.

Note: All Government Servants working on regular basis, including the officials working in this Institution, shall apply after obtaining the age relaxation Certificate (Copy of Age relaxation Certificate to be enclosed) from their concerned Department/Ministry for claim for age relaxation.


(SONU KUMAR) 25/04/19
DEPUTY DIRECTOR (ADMN).

PERFORMA OF APPLICATION FORM

APPLICATION FOR THE POST OF _____

Paste your Passport
size photograph
recently

1. Name in full (As recorded in Matriculation or equivalent Certificate) _____
2. Father's /Husband's Name: _____
3. Date of Birth (As recorded in Matriculation or equivalent Certificate) _____
4. Nationality _____
5. Category (UR, SC, ST, OBC): _____
6. Sex _____ Male _____ Female _____
7. Marital Status: _____ Contact Details:
Land line (With STD Code) _____ Mobile _____
Fax no. _____
E-Mail _____
8. Postal/Mailing Address: _____
9. Permanent Address with Pin code:- _____
10. Age as on closing date of receipt of application ____ years__ Months__ Days__
11. Academic/technical/professional qualifications
{Beginning with Matriculation level} attach attested photocopies of certificates}

Examination passed	Division	Univ./Board	Years	Duration of course	Percentage of marks obtained	Remarks
Academic						
Technical						

12. Details of academic achievement, extracurricular activities, professional achievements, etc.

13. List of enclosures.

Contd.../-

DECLARATION
(To be signed by all the candidates)

1. I have not submitted any other application for this recruitment I am aware that if I contravene this rule my application will be rejected summarily by the Institution.
2. I have read the provisions in the Notice of the advertisement carefully and I hereby undertake to abide by them.
3. I further declare that I fulfill all the conditions of eligibility regarding age limit, educational qualifications etc., prescribed for the post. I have enclosed attested copies (Photocopies) of certificate in support of my claim for education qualifications, age, and age relaxation.
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.