



DIRECTORATE (MEDICAL) DELHI
ESI SCHEME: DISPENSARY COMPLEX
TILAK VIHAR : NEW DELHI - 110018

Applications are invited in the prescribed format for filling up the vacant posts as follows under ESI Scheme, Directorate (Medical) Delhi/(NCR – Delhi/ Noida/Gurgaon/). The break-up of the vacancies is as follows.

S. No.	Name of Post	Group	Pay Scale Rs.	Number of Vacancies					Horizontal Vacancy	
				SC	ST	OBC	UR	TOTAL	Ex/SM	PH
01	Radiographer	Group - C	PB - 1 5200 – 20200 with GP – 2800	02	-	01	02	05	-	-
02	Lab Technician	Group - C	PB - 1 5200 – 20200 with GP – 2800	-	01	-	01	02	-	-
03	Dental Technician	Group - C	PB - 1 5200 – 20200 with GP - 2400	-	-	01	01	02	-	-
04	Dental Hygienist	Group - C	PB - 1 5200 – 20200 with GP - 2400	-	-	01	02	03	-	-
05	Librarian Grade - II	Group - C	PB - 1 5200 – 20200 with GP - 2800	-	-	-	04	04	-	01

Vacancies are provisional and may increase or decrease depending upon the actual requirement of Directorate (Medical) Delhi, ESI Scheme.

Educational & Other Qualifications :-

Must have acquired requisite qualification as on date of closing of receipt of application i.e. 15.06.2010.

1. Educational & Other Qualifications and Age for the following posts:-

S No.	Name of the Post	Educational & Other Qualifications	Age
1	Radiographer	Matric or equivalent qualification from a recognized Board with Diploma (2 years course) in Radiography with one year experience.	Age not exceeding 30 years. (Relaxable upto 35 years in the case of Govt. Servant and Employees of the Corporation)
2	Lab Technician	Science graduate or Matriculation or equivalent qualification with Diploma in Medical Laboratory Technology with one year experience.	Age not exceeding 30 years (Relaxable upto 35 years in the case of Govt. Servant and Employees of the Corporation)
3	Dental Hygienist	Matriculation or equivalent from a recognized Board with Science and Registered Dental Hygienist.	Age between 20 to 25 years.
4	Dental Technician	Matriculation or equivalent from a recognized Board with 2 years experience in prosthetic lab work and registered Dental Hygienist.	Age between 20 to 25 years.
5	Librarian Grade - II	Matric with a Diploma in Library Science (two years course after Matriculation)	Age 19 - 23 years (Relaxable upto 35 years in the case of Govt. Servant and Employees of the Corporation). Note:- The crucial date for determining the age limit in each case shall be the last date upto which the employment exchange are asked to nominate candidates.

2. **AGE:-**

The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates except for the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu and Kashmir State, Lahul and Spiti District and Pangi subdivision of Chamba District of Himachal Pradesh, Andaman and Nicobar Island or Lakshdweep.

RELAXATION IN AGE:-

- a) 05 years in case of SC/ST candidates,
b) 03 years for Other Backward Classes recognized by the Govt. of India (**Notified in Central List only applicable**) The candidates applying under OBC category must submit the certificate in the prescribed form to be produced by other backward classes applying for appointment to the posts under the Government of India. The candidates belonging to only such castes/communities falling in the central list of the OBC prepared by Ministry of Social Justice & Empowerment, Govt. of India are entitled for reservation in the services under the Government of India. The candidates who shall not be submitting the OBC certificate in the proforma prescribed for appointment to the posts under the Government of India shall not be considered for reservation under OBC category. or their application shall be rejected and no request/ correspondence will be entertained.
c) In case of physically Handicapped 10 years
d) Relaxable in the case of Govt. Servants as per rules.

3. **FEE & MODE OF PAYMENT:-**

Exam fee for General and OBC candidates	All SC/ST/PH and female candidates are exempted from payment of examination fee.	
	Examination fee.	Postal Charges
Amount for Group C post – Rs. 125/- (Rupees One Hundred Twenty Five Only)	NIL	Rs. 25/- (Rupees Twenty five only)

Departmental candidates are exempted for payment of fee subject to enclosing certificate of service from the ESI Corporation/Dispensaries/Hospitals. **Demand Draft should be issued by State Bank of India with validity of 6 months, in favor of “ESI Fund Account No. - 1, D(MD)” payable at New Delhi. Payment in any other form will not be accepted.**

4. **MODE OF SELECTION: Screening test (for shortlisting) (Objective type) or Interview or both shall be held in Delhi only. Screening test will be held if applications received in large number to shortlist the candidates for Interview. Screening test (for shortlisting) (Objective type) will be conducted on the basis of subject matter and General Awareness. etc.**

5. **The candidates possessing technical qualification from the State Technical Institute / Board approved by AICTE Institute will be given preference in selection.**

6. **INSTRUCTIONS TO CANDIDATES (HOW TO APPLY):-**

- a) The crucial date for reckoning the age will be **15.06.2010**, being the last date for receipt of applications.
b) The application in the prescribed proforma given below duly filled in English or Hindi language, duly supported with clear / legible attested copies of the relevant certificates and marks statements (in English or Hindi) should be sent by Registered post / Speed post or by hand at the following address:-

**The Director (Admn.),
ESI Scheme, Dispensary Complex,
Tilak Vihar (Tilak Nagar),
Near Tilak Vihar Police Chowki,
New Delhi-110018.**

- c) Attested copy of Community/Caste/certificate in the prescribed format in respect of candidates belonging to OBC/SC/ST category respectively. **Candidates claiming reservation/age relaxation on grounds of belonging to OBC should submit the Community Certificate in annexure “A” prescribed vide Govt. of India, Department of Personnel and Training OM No. 36012/22/93-Estt(SCT) dated 08.09.1993 which is modified vide G.O.I., DOPT’s OM No. 36033/3/2004-EST(Res.) dated 09.03.2004 failing which the benefit of reservation/relaxation will not be given or their application shall be rejected and no request/ correspondence will be entertained.**
d) Candidates have to fill in the application form in their own handwriting with blue or black ball point pen.

- e) Original documents/certificates should not be enclosed / sent with application.
- f) **The candidate should submit one application only in an envelope for one post. The candidature of those candidates who submit more than one application for the same post is liable to be rejected.**
- g) Envelope containing the application should be super scribed "**APPLICATION FOR THE POST OF _____ 2010.**" One envelope should contain one application only.
- h) The initial place of posting will be Delhi/Noida/Gurgaon. However, incumbents are liable to be transferred anywhere in India, as and when required.
- i) Applications not in the prescribed format as appended below **OR** incomplete (without photograph also) applications **OR** unsigned applications **OR** applications received after the last date of the receipt of applications **OR** without required enclosures are liable to be rejected and **no reason of rejection will be communicated.**
- j) The candidates already in Govt. Service must specifically mention the details of employment and should submit their application Through Proper Channel. However, they may send an advance copy of their application along with Demand Draft, other certificates and testimonial so as to reach this office on or before the last stipulated date for receipt of application.
- k) Mere submission of application does not confer any right on the candidates to be called for examination or interview.
- l) No interim correspondence/enquiry will be entertained.
- m) **Last date of receipt of application: 15.06.2010 upto 5:30 p.m.** (Last date for receipt of application from candidates residing 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 District of Himachal Pradesh, Andaman and Nicobar Islands and Lakshadweep will be **22.06.2010 upto 5:30 p.m.**). ESI Corporation will not be responsible for postal delays.
- n) No TA shall be paid to any candidate including SC/ST candidates for appearing in the written examination. TA shall be paid to SC/ST candidates for interview only as per Govt. of India orders.
- o) **Documents required to be attached with the application:-**
Attested photocopies of certificates in support of (i) Date of Birth (ii) All Educational Qualification Certificates (along with marks sheet) (iii) Technical Qualification (iv) Registration certificate of Dental Hygienist & Dental Technician where required (v) Caste certificate (vi) Disability certificate in case of Physically Handicapped candidates.
7. **Two recent pass port size photographs** duly attested by Gazetted Officer. One photo should be firmly pasted (not stapled or pinned) in the space provided in the application form and second photograph should be attached with the application.
8. Demand Draft.
9. **The candidates are advised to apply only in prescribed proforma published as appended below or downloaded from our website: www.esic.nic.in. If there is any variation in application proforma, the same shall be rejected.**
10. The Directorate also reserves the right to cancel the recruitment as well as the notified vacancies at its discretion and such decision will be binding on all concerned. In the event of cancellation of notified vacancies, the examination fee will not be refunded.

NOTE :-

1. **The Demand Draft should not be tagged or stapled, but should be pinned or clipped at the top of the application form.**
2. **Fee once paid will not be refunded under any circumstances.**
3. **Candidate must write his/her name, post applied for and address on the back of the Demand Draft.**
4. **Prescribed Proforma and Annexure-'A' are as under.**
[CAUTION:- CANVASSING IN ANY FORM WILL BE A DISQUALIFICATION.]

DIRECTOR (MEDICAL) DELHI

FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA

This is to certify that Shri/Smt./Kum. _____ Son/Daughter of Shri/Smt. _____ of _____ Village/Town _____ District/Division _____ in the _____ State belongs to the _____ Community which is recognized as a backward class under:

- (i) Resolution No. 12011/68/93-BCC dated 10/09/93 published in the Gazette of India Extraordinary-Part I Section I No. 186 dated 13/09/93.
- (ii) Resolution No. 12011/9/94-BCC dated 19/10/94 published in the Gazette of India Extraordinary Part I Section I No. 163 dated 20/10/94.
- (iii) Resolution No. 12011/7/95-BCC dated 24/05/95 published in the Gazette of India Extraordinary Part I Section I No. 88 dated 25/05/95.
- (iv) Resolution No. 12011/96/94-BCC dated 9/03/96.
- (v) Resolution No. 12011/44/96-BCC dated 6/12/96 published in the Gazette of India Extraordinary Part I Section I No. 210 dated 11/12/96.
- (vi) Resolution No. 12011/13/97-BCC dated 03/12/97.
- (vii) Resolution No. 12011/99/94-BCC dated 11/12/97.
- (viii) Resolution No. 12011/68/98-BCC dated 27/10/99.
- (ix) Resolution No. 12011/88/98-BCC dated 6/12/99 published in the Gazette of India Extraordinary Part I Section I No. 270 dated 06/12/99.
- (x) Resolution No. 12011/36/99-BCC dated 04/04/2000 published in the Gazette of India Extraordinary Part I Section I No. 71 dated 04/04/2000.
- (xi) Resolution No. 12011/44/99-BCC dated 21/09/2000 published in the Gazette of India Extraordinary Part I Section I No. 210 dated 21/09/2000.
- (xii) Resolution No. 12015/9/2000-BCC dated 06/09/2001.
- (xiii) Resolution No. 12011/1/2001-BCC dated 19/06/2003.
- (xiv) Resolution No. 12011/4/2002-BCC dated 13/01/2004.
- (xv) Resolution No. 12011/9/2004-BCC dated 16/01/2006 published in the Gazette of India Extraordinary Part I Section I No. 210 dated 16/01/2006.

Shri/Smt./Kum. _____ and / or his family ordinarily reside (s) in the _____ District/Division of _____ State.

This is also to certify that he/she does not belong to the persons/sections (Creamy Layer) mentioned in Column 3 of the Schedule to the Government of India, Department of Personnel & Training O.M. No. 36012/22/93-Estt.(SCT) dated 08/09/93 which is modified vide OM No. 36033/3/2004 Estt.(Res.) dated 09/03/2004.

Dated:

District Magistrate/
Deputy Commissioner, etc.

Seal:

- NOTE: (a) The term 'Ordinarily' used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.
- (b) The authorities competent to issue Caste Certificates are indicated below:
- (i) District Magistrate / Additional Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / Deputy Collector / 1st Class Stipendiary Magistrate / Sub-Divisional magistrate / Taluka Magistrate / Executive Magistrate / Extra Assistant Commissioner (not below the rank of 1st Class Stipendiary Magistrate).
 - (ii) Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate.
 - (iii) Revenue Officer not below the rank of Tehsildar.
 - (iv) Sub-Divisional Officer of the area where the candidate and / or his family resides.

FORM OF DECLARATION TO BE SUBMITTED BY THE OBC CANDIDATE [IN ADDITION TO THE COMMUNITY CERTIFICATE (OBC)]

I.....son/daughter of Shri.....resident of village/town/city.....district.....state.....hereby declare that I belong to thecommunity which is recognized as a backward class by the Government of India for the purpose of reservation in services as per orders contained in Department of Personnel and Training Office Memorandum No. 36102/22/93-Esstt. (SCT) dated 8-9-1993. It is also declared that I do not belong to persons/sections (Creamy Layer) mentioned in column 3 of the Schedule to the above referred Office Memorandum dated 8-9-1993.

(SIGNATURE OF THE CANDIDATE)

FULL NAME.....

ADDRESS :

9. Whether PH, if any :-
Code – (PH – 05)

10. Sex - Male/Female :-

11. Educational & Technical qualification (From Matriculation onwards) :-

S. No.	Examination Passed	University/Board	Subjects	%age of Marks	Year of Passing

12. Experience/particulars of previous and present employment :-

S. No.	Name and full Address of Employer	Designation/Duties of post	Scale of Pay	Period of employment	
				From	To

13. Details of other academic and professional achievements and extra curricular activities :-

14. List of Enclosures :-
- | | |
|---------|---------|
| 1 | 2 |
| 3 | 4 |
| 5 | 6 |

DECLARATION

I do hereby declare that all the statements made in the application are true, complete and correct to the best of my knowledge and belief. I also declare that I have submitted one application only. I am fully aware that in the event of any particulars or information furnished by me being found to be false/incorrect/incomplete or for indulging in some unlawful act, my candidature for the post is liable to be summarily rejected/cancelled and in the event of any statement/information submitted found false/incorrect even after my appointment, my services are liable to be terminated without any notice.

Left Thumb Impression of Candidate

(Space for Left Thumb Impression)

Signature of Candidate :-
(Within box)

(Space for Signature)

Name of _____
Candidate _____

Date :- _____

Place :- _____