



**EMPLOYEES STATE INSURANCE CORPORATION
DIRECTORATE (MEDICAL) DELHI
E S I SCHEME: DISPENSARY COMPLEX
TILAK VIHAR, (TILAK NAGAR): NEW DELHI – 110018**

Applications are invited in the prescribed format for filling up of following posts in ESI Scheme, Directorate (Medical) Delhi. 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	Dental Technician (Dental Mechanic)	Group - C	PB – 1, 5200 – 20200 with GP – 2400	01	--	02	08	11	--	--
02	Dental Chair side Assistant	Group-C	PB – 1, 5200 – 20200 with GP – 1900	--	--	01	04	05	--	--

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

Educational & Other Qualifications:-

Must have acquired requisite qualification as on closing date of receipt of application i.e. 17.01.2011

S No.	Name of the Post	Educational & Other Qualifications	Age
01	Dental Technician (Dental Mechanic)	<p>1)10+2/Hr. Secondary with science subjects from a recognized Board 2. Should have diploma (2 years duration) in Dental Mechanics/Technician from an institute recognized by the Dental Council of India for such purpose. 3. Should be registered with the Dental Council of India/State Dental Council.</p> <p>Desirable: Preference will be given to the candidates with one year experience in the Dental Lab of a Govt. Hospital/Institute.</p> <p>Note The qualification(s) regarding experience is/are relaxable at the discretion of the competent authority in the case of candidates belonging to the Scheduled Castes and the Scheduled Tribes 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 likely to be available to fill up the vacancy reserved for them.</p>	Not exceeding 27 years (Relaxable up to 32 years in the case of Govt. servants and employees of the ESI Corporation).
02	Dental Chair Side Assistant	<p>(i) Matriculation or equivalent qualification from a recognized Board/School.</p> <p>(ii) Three years working experience in Dental Department of State/Central Govt. Hospitals.</p> <p>Note 1: Qualification is relaxable at the discretion of the competent authority in the case of candidates otherwise well qualified.</p> <p>Note 2: The qualification(s) regarding experience is/are relaxable at the discretion of the competent authority in the case of candidates belonging to the Scheduled Castes and the Scheduled Tribes 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 likely to be available to fill up the vacancy reserved for them.</p>	Not exceeding 27 years (Relaxable up to 32 years in the case of Govt. servants and employees of the ESI Corporation).

2. AGE:-

The crucial date for determining the age limit shall be the closing date for receipt of applications i.e. 17.01.2011

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) In case of Ex.-serviceman total rendered service plus 3 years.
- e) Relaxable in the case of Govt. Servants as per rules.

3. **FEE AND MODE OF PAYMENT**

MODE OF PAYMENT	THROUGH DEMAND DRAFT (Rs.)
Amount for above posts for UR & OBC candidates	125/-
All SC/ST/PH/Ex. Serviceman and female candidates are exempted from payment of fee.	NIL

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 (M) D" payable at New Delhi. Payment in any other form will not be accepted.**

4. **MODE OF SELECTION-** Selection of the candidate shall be done on the basis of Interview only. However, wherever necessary, due to large number of applications, a Written Screening Test (Objective type) will be held to shortlist the candidates for the interview. **Written Screening Test / Interview shall be held at Delhi.**

4(a) Written Screening Test (for short listing) (Objective Type) will be conducted on the basis of subject matter and General Awareness etc.

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

- All eligibility criteria for the above posts i.e. Age; Educational/Technical Qualification/Registration and experience will be reckoned as on closing date i.e. **17.01.2011**.
- The crucial date for reckoning the age will be **17.01.2011**, being the last date for receipt of applications.
- Experience gained after completion of requisite educational qualification will only be considered.
- 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.**

e) **Candidates claiming reservation/age relaxation on grounds of belonging to OBC should submit the Community Certificate in prescribed proforma 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.**

f) Candidates have to fill in the application form in their own handwriting with blue or black ball point pen.

g) Original documents/certificates should not be enclosed / sent with application.

h) **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.**

i) Envelope containing the application should be super scribed "APPLICATION FOR THE POST OF _____ 2011." One envelope should contain one application only.

j) The initial place of posting will be Delhi/Noida/ However, incumbents are liable to be transferred anywhere in India, as and when required.

k) Applications not in the prescribed format as appended below **OR** incomplete applications (without photograph also) **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.**

l) 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 date for receipt of application.

m) Mere submission of application does not confer any right on the candidates to be called for examination or interview.

n) No interim correspondence/enquiry will be entertained.

o) **Last date of receipt of application: 17.01.2011 up to 5:30 p.m.** ESI Corporation will not be responsible for postal delay.

p) 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.

q) **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 along with Mark sheets (iv) Registration certificate where required (v) Caste certificate (vi) experience certificate (vii) Disability certificate in case of Physically Handicapped candidates (viii) Discharge certificate for Ex. Serviceman candidates.

6. **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.

7. Demand Draft.

8. **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.**

9. 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 is as under.**

[CAUTION: - **CANVASSING IN ANY FORM WILL BE A DISQUALIFICATION.**]

DIRECTOR (MEDICAL) DELHI

Note: - The earlier vacancies notified in the News Paper the Hindustan Times & Navbharat Times on 02/06/2010 for the post of Dental Technician may be treated as cancelled as no candidate was found eligible for the post of Dental Technician.

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

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

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

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

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

13. 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)

Date: - _____

Name of Candidate _____

Place: - _____