



**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 / NCR. 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	Staff Nurse	Group - C	PB - 2 9300 – 34800 with GP – 4600	24	11	56	108	199	20	--
02	Laboratory Assistant	Group - C	PB - 1 5200 – 20200 with GP – 2000	04	02	06	12	24	02	HH-02 OH-01
03	Junior Radiographer	Group - C	PB - 1 5200 – 20200 with GP – 2000	02	02	05	06	15	01	--
04	Pharmacist * (Allopathic)	Group - C	PB – 1 5200 – 20200 with GP – 2800	--	05	19	--	24*	02	OH-03
05	Blood Bank Laboratory Technician	Group - C	PB – 1 5200 – 20200 with GP – 2800	--	--	01	03	04	--	OH-01
06	Operation Theatre Assistant	Group - C	PB – 1 5200 – 20200 with GP – 1900	01	--	04	07	12	--	--
07	Occupational Therapist	Group - C	PB – 2 9300 – 34800 with GP – 4200	--	--	--	02	02	--	--
08	Audiometer Technician	Group – C	PB – 1 5200 – 20200 with GP – 2800	--	--	01	02	03	--	--
09	Junior Medical Record Technician	Group – C	PB – 1 5200 – 20200 with GP – 1900	--	01	01	04	06	--	HH-01 VH-01
10	Optometrist	Group - C	PB – 1 5200 – 20200 with GP – 2800	--	--	01	01	02	--	--
11	Medical Social Worker (Social Guide)	Group - C	PB - 1 5200 – 20200 with GP – 2400	01	--	01	05	07	--	--
12	Dissection Hall Attendant	Group - C	PB - 1 5200 – 20200 with GP – 2400	--	--	--	02	02	--	--

01	Nursing Orderly	Group – D	IS 4440 – 7440 with GP – 1300	28	18	38	73	157	31	--
02	Stretcher Bearer	Group – D	IS 4440 – 7440 with GP – 1300	01	02	03	06	12	02	--
03	Cook Mate *	Group – D	IS 4440 – 7440 with GP – 1300	--	01	03	02	06*	01	--
04	Masalchi	Group – D	IS 4440 – 7440 with GP – 1300	01	01	01	04	07	01	OH-01
05	Bearer	Group – D	IS 4440 – 7440 with GP – 1300	--	--	02	02	04	01	--
06	Laundry Operator	Group – D	IS 4440 – 7440 with GP – 1650	02	01	06	06	15	03	HH-02

\*Carry forward vacancies of previous/last recruitment.

# No. of vacancies may increase or decrease depending upon the actual requirement of Directorate (Medical) Delhi, ESI Scheme.

**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. 30.11.2010.**

S No.	Name of the Post	Educational & Other Qualifications	Age
1	Staff Nurse	Matric, Registered Nurse and Midwife or equivalent for the Male Nurse.	Not exceeding 35 years.
2	Laboratory Assistant	Matriculation or equivalent qualification from a recognized Board with diploma in Medical Laboratory Technology.	Not exceeding 25 years (Relaxable upto 35 years in the case of Govt. Servants and employees of the ESI Corporation)
3	Junior Radiographer	Matriculation or equivalent from a recognized Board. Diploma or certificate in Radiography of a recognized institute.	Age 20-25 years.
4	Pharmacist (Allopathic)	Degree in Pharmacy OR Matriculation or equivalent qualification from a recognized Board and qualified and registered compounder/Pharmacist.	Not exceeding 25 years (Relaxable upto 35 years in the case of Govt. Servants and employees of the ESI Corporation)
5	Blood Bank Laboratory Technician	Degree in Science from a recognized University with 2 years experience in Blood Bank OR Matriculation or equivalent from a recognized Board with Diploma in Medical Laboratory Technology and two years experience in Blood Bank	Between 20 to 25 years.
6	Operation Theatre Assistant	Matriculate or equivalent qualification from a recognized Board O.T. Assistant Training or one year experience in the field.	Not exceeding 25 years (Relaxable upto 35 years in the case of Govt. Servants and employees of the ESI Corporation)
7	Occupational Therapist	(i) Inter-Science or Pre-Medical (ii) 3 yrs. degree or diploma training course in Occupational Therapy from a recognized Institution. (iii) 3 months internship in the field.	Not exceeding 30 years (Relaxable upto 35 years in the case of Govt. servants and employees of the ESI Corporation).

8	Audiometer Technician	a) B.Sc. Speech & Hearing or equivalent from a recognized University. OR b) Senior School Certificate with DCD (Diploma in communication disorders) with 2 years experience in Audiometry. <b>Desirable</b> Two years Experience in handling Audiometry, Calibration of Audio meter & hearing aids.	Age 21-28 years, relaxable upto 5 years for employees of ESI Corporation/Central Government.
9	Junior Medical Record Technician	(i) Matriculate or equivalent qualification. (ii) should have attended at least 3 months training course for Medical Record Technician in recognized Institution or should have at least 6 months experience of working in the records, registration and statistical section of a Hospital, especially in coding and indexing work.	Not exceeding 25 years (Relaxable upto 35 years in the case of Govt. servants and employees of the ESI Corporation).
10	Optometrist	Matriculation or Higher Secondary with diploma in Optometry/Orthoptics.	Not exceeding 30 years (Relaxable upto 35 years in the case of Govt. servants and employees of the ESI Corporation).
11	Medical Social Worker (Social Guide)	Degree/Diploma in social work from a recognized Institution preferably with experience in Family Planning/Social Work/Health Education/Teaching	Not exceeding 35 years.
12	Dissection Hall Attendant	(i) 10+2 with science from a recognized Board (ii) Two years experience in the Anatomy Laboratory <b>Note</b> : Qualification are relaxable at the discretion of the competent authority in the case of candidates otherwise well qualified.	Not exceeding 27 years (Relaxable upto 32 years in the case of Govt. servants and employees of the ESI Corporation).

1	Nursing Orderly	Middle standard Elementary knowledge of first aid. One year experience in handling or dressing wounds.	Between 18-25 years (Relaxable upto 35 years in the case of Govt. servants and employees of the ESI Corporation).
2	Stretcher Bearer	Middle standard Elementary knowledge of first aid and one year experience in Hospital work.	Between 18-25 years (Relaxable upto 35 years in the case of Govt. servants and employees of the ESI Corporation).
3	Cook Mate	Middle standard pass	Not exceeding 25 years (Relaxable upto 35 years in the case of Govt. servants and employees of the ESI Corporation).
4	Masalchi	Middle school pass	Not exceeding 25 years (Relaxable upto 35 years in the case of Govt. Servants and employees of the ESI Corporation)
5	Bearer	Middle standard pass	Not exceeding 25 years (Relaxable upto 35 years in the case of Govt. Servants and employees of the ESI Corporation)
6	Laundry Operator	Essential: (i) Middle Pass (ii) Ability to maintain simple accounts, (iii) Not less than 3 years experience in ironing of clothes of various types. (iv) Experience in operating steam laundry machines or dry cleaning plants	Not exceeding 30 years (Relaxable upto 35 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 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 Pangti 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) 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 Group C post for UR & OBC candidates	125/-
Amount for Group D post for UR & OBC candidates	75/-
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 favour 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 shortlisting) (Objective Type) will be conducted on the basis of subject matter and General Awareness etc.

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

- a) 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. **30.11.2010**.  
b) The crucial date for reckoning the age will be **30.11.2010**, being the last date for receipt of applications.  
c) Experience gained after completion of requisite educational qualification will only be considered.  
d) 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 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.**

- 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 2010." One envelope should contain one application only.
- j) The initial place of posting will be Delhi/Noida/Gurgaon. 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: 30.11.2010 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 Pangti Sub-Division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands and Lakshadweep will be **07.12.2010 upto 5:30 p.m.**). ESI Corporation will not be responsible for postal delays.
- 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 alongwith 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](http://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 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:

Seal:

District Magistrate/ Deputy Commissioner

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.

(i) 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 the .....community 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 8-9-93. 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 :



8. Category SC/ST/OBC/Genl. :-

**Category code - ( Genl. – 01, SC – 02, ST – 03, OBC – 04)**

If candidate belong to OBC category write his community in Block Letter & S.No. in Central List.

<b>State/Community</b>	<b>S.No.</b>

9. Whether PH/Ex. Service man, if any :-

**Code – (PH – 05) (Ex./SM – 06)**

10. Educational & Technical qualification

(From Matriculation onwards for Gr. 'C' & Middle onwards for Gr. 'D' posts) :-

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	Scale of Pay	Period of employment	
				From	To

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

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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**  
(Within box)

Signature of Candidate :-  
(Within box)

(Space for Signature)

(Space for Left Thumb Impression)

Date :- \_\_\_\_\_  
Place :- \_\_\_\_\_

Name of Candidate \_\_\_\_\_