

Director Medical Education & Research, Haryana
Bays No. 55-58, 2nd Floor, Parvatan Bhawan, Sector-2, Panchkula

Bhagat Phool Singh Government Medical College for Women,
Khanpur Kalan Sonapat Haryana

Advertisement No. 08/2014
Closing Dated: 22.09.2014

Applications are invited for filling up of the following posts on regular basis in Bhagat Phool Singh Medical Government College for Women Khanpur Kalan Sonapat. The interested/ eligible candidates may apply on prescribed Form upto 22.09.2014 with attested copies of their documents alongwith demand draft of Rs. 500/- for General, Rs. 250/- reserved category and Half Fee for Female (GC/Reserved Category) payable at State Bank of Patiala, Gohana (Sonapat) in favour of Director, BPS Govt. Medical College for Women, Khanpur Kalan, Sonapat. Applications on the prescribed form are invited for the following posts:-

SN	Name of the Post	Total	Qualification	Pay Scales
(a)	(b)	(c)	(e)	(f)
1	Deputy Medical Superintendent	02 GC	Basic MBBS Degree from recognized Medical College by MCI with 10 years administrative experience after MBBS OR Basic MBBS degree from recognized Medical College by MCI with Master in Hospital Administration (MHA) OR MBBS with MS/MD with one year experience in reputed hospital after MD/MS should have completed five years service after MBBS. Preference given to candidate with MBBS/MD/MS with MHA qualification or 10 years administrative experience in army after MBBS. Age- upper age limit at the entry in service (DMS) 60 years	15600-39100+7600GP
2	Educational Medical Generalist	01 GC	Master degree in any of the discipline i.e. Psychology/Behavioral Sciences/Social Sciences/Education/Health Education/Communication DESIRABLE Doctorate Degree (Ph.D) of a recognized University preferably in communication EXPERIENCE Six years experience in Media production after obtaining the post-graduate degree.	9300-34800+4200GP
3	Scientist (Central Research Lab)	01 GC	1 st Class M.Sc. in bioinformatics, or allied Medical Science i.e. Physiology, Anatomy, Biochemistry, Pharmacology, Microbiology	9300-34800+4200GP
4	Scientific Officer (Analytical toxicology Lab)	01 GC	1 st Class M.Sc. Forensic Science/M.Sc. Biochemistry/ M.Sc. Chemistry. Experience of working with GCMS (Gas Chromatography), HPLC, Thin Layer Chromatography, Simple Colour Test.	9300-34800+4200GP
5	Senior Programmer	01 GC	B.E/B.Tech. (IT/Computer Science/ Electronics and Communication) OR MCA OR M.Sc.(IT/Computer Science/Applications/Electronics & Communications) from a recognized university or institution with minimum 60% marks ii) 3 years experience in the software development stream in the capacity of a Junior Software developer OR BCA, B.Sc. (IT/Computer Science/Applications/Electronics & Communications) from a recognized university or institution with minimum 60% marks and atleast 7 years past experience (external experience) iii) Knowledge of Hindi upto Matric standard (Relaxation shall be given to incumbent being engaged on consulting basis) Preference shall be given to those candidates who have higher qualification and advance level	9300-34800+4600GP

			Government Memo No. 2/15/Vol. IV/1439 dated 17.4.2014	
6	Programmer	01 GC	<p>B.E/B.Tech. (IT/Computer Science/ Electronics and Communication)</p> <p>OR</p> <p>MCA</p> <p>OR</p> <p>M.Sc. (IT/Computer Science/Applications/Electronics & Communications) from a recognized university or institution with minimum 60% marks</p> <p>ii) 2 years experience in the software development stream in the capacity of a Junior Software developer</p> <p>OR</p> <p>BCA, B.Sc. (IT/Computer Science/Applications/Electronics & Communications) from a recognized university or institution with minimum 60% marks and atleast 7 years past experience (external experience)</p> <p>iii) Knowledge of Hindi upto Matric standard (Relaxation shall be given to incumbent being engaged on consulting basis)</p> <p>Preference shall be given to those candidates who have higher qualification and advance level certification as mentioned in the Haryana Government Memo No. 2/15/Vol. IV/1439 dated 17.4.2014</p>	9300-34800+4200GP
7	Junior Programmer	02 GC	<p>B.E/B.Tech. (IT/Computer Science/ Electronics and Communication)</p> <p>OR</p> <p>MCA</p> <p>OR</p> <p>M.Sc. (IT/Computer Science/Applications/Electronics & Communications) from a recognized university or institution with minimum 60% marks</p> <p>ii) Knowledge of Hindi upto Matric standard (Relaxation shall be given to incumbent being engaged on consulting basis)</p> <p>Preference shall be given to those candidates who have higher qualification and advance level certification as mentioned in the Haryana Government Memo No. 2/15/Vol. IV/1439 dated 17.4.2014</p>	9300-34800+3200GP
8	Lab Technician (Electrophysiology)	02 GC	<p>B.Sc. Degree in Medical Lab Technology from recognized University with 3 years experience including one year as lab technician in minimum 100 bedded hospital.</p> <p>Preference will be given to the candidate with experience of handling research equipment in research Lab preferably in a medical institute.</p> <p>OR</p> <p>Three years Diploma in the relevant discipline from recognized University with 6 years experience including one year as lab technician in minimum 100 bedded hospitals. Preference will be given to the candidate with experience of handling research equipment in research Lab preferably in a medical institute.</p>	5200-20200+2800GP
9	Public Relation Officer	01 GC	<p>ESSENTIAL</p> <p>a) Master Degree in Mass Communication/Journalism from a recognized University ORMA (Hindi OR English) from a recognized University with one year post-graduate diploma in Mass Communication/Journalism from a recognized University.</p> <p>ii) Knowledge of English & Hindi upto Matric Standards.</p> <p>DESIRABLE</p> <p>i) Experience of Media writing</p> <p>ii) Computer Literacy i.e. training in MS Word & internet use from any reputed institution or any University/Government recognized institution.</p> <p>EXPERIENCE</p> <p>Two years experience related to Health/Media in Government Organization or a university or Public Sector undertaking or National Daly</p>	9300-34800+4200GP

			Note: i) The required experience of 2 years should be after attaining the requisite qualifications. ii) Experience is relaxable at the discretion of competent authority in case of candidate, otherwise well qualified.	
10	Assistant PRO	01 GC	i) Graduate from a recognized university/institute or its equivalent. ii) Diploma in journalism from a recognized University/Institute or its equivalent. OR One year course from Indian institute of Mass Communications. iii) One year experience in Publicity Organization of a Union or State Govt. in a post of comparable responsibility. OR One year experience as: a) A whole time correspondent in a daily newspaper with a circulation of not less than 10,000 duly certified by Audit Bureau of Circulation. OR b) An Editor or a Sub-Editor or a weekly newspaper with a circulation of not less than 5000 duly certified by Audit Bureau of Circulation. OR c) A whole time correspondent in a new agency. No honorary or part time experience shall be counted. OR d) Knowledge of Hindi/Sanskrit upto Matric Standard.	9300-34800+3200GP
11	Health Inspector Male/Female	02 GC	i) Matric with Hindi/Sanskrit. ii) One year diploma of Sanitary Inspector from Government recognized Institute. iii) Two years experience as Health Inspector from Government/Semi Govt. Institute /University/ Municipal Committee.	9300-34800+3200GP
12	Estate Officer	01 GC	i) Graduate from recognized University; ii) Retd. EX-Servicemen (Major & above). iii) Matric upto Hindi/Sanskrit.	9300-34800+5400GP
13	Assistant Estate Officer	01 GC	i) Graduate from recognized University; ii) Retd. EX-Servicemen (JCO and above). iii) Matric upto Hindi/Sanskrit.	9300-34800+4200GP
14	Lift Operator	25 Posts (GC-08, SBC-02, EBPGC-03, SC-03, ESMGC-02, BCA-02, ESMBCA-01, BCB-02, ESMSC-01 & OSPS-01)	i) Matric with Hindi/Sanskrit. ii) Two year experience of Lift Operating from Government/Semi Govt. Institute /University/reputed buildings.	4440-7440+1400GP
15	Cook	02 GC	i) Matric with Hindi/Sanskrit. ii) One year Diploma in Hotel and Restaurant from HIC & HM Panipat or any other recognized institute. iii) Two years experience in related field from Govt./Semi Govt. and reputed Hotel/Restaurant and any Govt. Canteen/Mess.	4440-7440+1400GP
16	Assistant Cook	02	i) Matric with Hindi/Sanskrit. ii) Two years experience in related field from Govt./Semi Govt. and reputed Hotel and Restaurant and any Govt. Canteen/Mess.	4440-7440+1300GP
17	Helper/Waiter	04 (GC-03, EBPGC-01)	i) Middle with Hindi/Sanskrit. ii) Two years experience as a Helper/Waiter from Govt./Semi Govt. and reputed Hotel and Restaurant and any Govt. Canteen/Mess..	4440-7440+1300GP
18	Hospital Manager	01 GC	MBA in hospital management with minimum five years experience in Govt./Semi Govt. Hospital and Reputed Private Hospital/University.	9300-34800+4200GP
19	Laboratory Technician	25 (GC-06, SBC-02, EBPGC-03, SC-03, BCA-01, BCB-02, ESMGC-02, BCAESM-01, BCBESM-01, OSPSC-01, OSPBCB-01, ESMSC-01 & PH-01)	i). B. Sc MLT OR 10+2 (with Science passed)+ DMLT from recognized institute by Government. OR 10 th (with Science passed)+ 3 years DMLT from Polytechnic recognized by Haryana State Board of Technical Education.	5200-20200+2800GP

			iii). At least 2 year experience as Lab Technician in a Clinical Laboratory run by a specialist Doctor out of which 1 Year should be in a 100 bedded hospital.	
20	Clerk cum Data Entry Operator	20 (GC-05, SBC-02, EBPGC-02, SC-03, ESMGC-02, BCA-02, ESMBCA-01, BCB-02, ESMSC-01)	i) Graduate from a recognized university. ii) Knowledge of computer candidates will also be required the test at the speed of 8000 key depressions per hour in MS-Word. iii) Knowledge of Hindi/Sanskrit upto Matric. Note: Interview letter will be issued the basis of qualify Computer Typing Test	5200-20200+1900GP
21	Hostel Supervisor (Male)	01 GC	i) Master degree in Art or Science or Commerce of a recognized University; ii) 5 years experience of managing and supervising a hostel of some Government, teaching institution; iii) Knowledge of Hindi upto Matric. Preference will be given to those who have adequate experience of dealing with Medical student; Or Having two years diploma in Catering.	9300-34800+3200GP
22	Hostel Supervisor Female	02 GC	i) Master degree in Art or Science or Commerce of a recognized University; ii) 5 years experience of managing and supervising a hostel of some Government, teaching institution; iii) Knowledge of Hindi upto Matric. Preference will be given to those who have adequate experience of dealing with Medical student; Or Having two years diploma in Catering.	9300-34800+3200GP
23	Deputy Nursing Superintendent	01GC	i) 'A' grade Nurse with Mid wifery training ii) Registered with Haryana Nurses Registration Council of M.Sc. Nursing or B.Sc. Nursing (Honour/Post Basic) iii) Hindi/Sanskrit upto Matric Standards iv) M.Sc. with 5 years experience and ANS/Sister Tutor.	9300-34800+4800GP
24	Modeler	01 GC	i) Matric ii) Diploma in Clay modeling and sculpture from a recognized university or institution. iii) Knowledge of Hindi/Sanskrit upto Matric.	9300-34800+3200GP
25	Technical Supervisor Blood Bank	02	i) B.Sc. MLT as Regular Candidate OR 10+2 Sciences with Diploma in Medical Lab Technology from a recognized institution. OR Matric with 3 years diploma from Polytechnic recognized by Haryana State Board of Technical Education. ii) Experience minimum 5 years in component separation, ELISA testing, Quality Control etc. in licensed component blood bank.	9300-34800+3200GP
26	Technicians Blood Bank	05 (GC-03, SC-01, EBPGC-01)	i) B.Sc. MLT as Regular Candidate OR 10+2 Sciences with Diploma in Medical Lab Technology from a recognized institution. OR Matric with 3 years diploma from Polytechnic recognized by Haryana State Board of Technical Education. ii) Experience minimum 2 years in component separation, ELISA testing, Quality Control etc. in licensed component blood bank.	5200-20200+2800GP
27	Gas Manifold Operator	04 (GC-03, EBPGC-01)	i) Matric ii) ITI certificate in Fitter Trade with one year experience in any Government/Semi Government and Reputed Private Institute. ii) Knowledge of Hindi/Sanskrit upto Matric Standard	5200-20200+2400GP
28	Driver HMV	06 (GC-02, ESMGC-01, BCB-01, BCA-01, EBPGC-01, SC-01)	i) Matric with Hindi/Sanskrit; ii) Heavy transport vehicle driving license iii) Two years experience of driving different heavy transport vehicles.	5200-20200+2400GP
29	Driver LMV	08 (GC-03, EBPGC-01, SBC-01, BCA-01, ESMGC-01, SC-01)	i) Matric with Hindi/Sanskrit ii) Light transport vehicle driving license iii) Two years experience of driving different light transport vehicles. Desirable: Preference will be given to those having experience of medium vehicles.	5200-20200+2400GP

	Painter	01 GC	i) Matric with Hindi/Sanskrit ii) ITI Certificate in the trade of Painter; and iii) Two years experience of relevant field.	5200-20200+1800GP
31	Dental Technician	02 GC	i) Matric or its equivalent; ii) Diploma or certificate Course of Dental Mechanic from a recognized Institute; iii) Must be registered with Dental Council of India or State Dental Council; iv) Knowledge of Hindi/Sanskrit upto Matric Standard	9300-34800+3200GP
32	ECG Technician	02 (GC-01 & EBPGC-01)	i) Matric with Science (Physics and Chemistry); ii) 2 years experience in any recognized hospital in ECG or Laboratory Work; Preferable: Diploma or training course in ECG or 3 years practical experience in ECG.	9300-34800+2400GP
33	Cashier	02 GC	i) B.Com from recognized university; ii) 05 years experience as Cashier/ Accountant; At least 04 year experience as Cashier/ Accountant out of which 1 Year experience should be in Government Institute.	5200-20200+2400GP

Note:

The application forms, qualification, Experience, pay scale and other details etc. may be downloaded from the Institute Website: www.bpsgmckhanpur.ac.in. The application form can also be collected from the office of the Director, BPS Govt. Medical College for Women, Khanpur Kalan on all working days during office hours on cash payment of Rs. 500/- for General category, Rs. 250/- reserved categories and Half Fee for Female (GC/Reserved Categories). The downloaded form must accompany demand draft of Rs. 500/- (for General), Rs. 250/- reserved categories and Half Fee for Female (GC/Reserved Categories) in favour of Director, BPS Govt. Medical College for Women, Khanpur Kalan, Sonapat (Haryana) payable at Gohana (Sonapat). The application forms duly complete in all respect must reach the office of the Director, BPS Govt. Medical College for Women, Khanpur Kalan Sonapat, Haryana, latest by 22.09.2014 upto 05.00 p.m. Incomplete application forms or those received after the due date for any reasons including postal delay will not be entertained and shall be summarily rejected. The Institute may short list the candidates based on certain criteria if the number of applications happen to be large for any category. The number of posts are liable to increase/decrease either way including complete withdrawal without assigning any reasons. Candidates who are in service should send their application through proper channel and submit NOC from the employer at the time of interview otherwise they will not be allowed to appear in interview. The reserved posts will be filled up as per latest Haryana Government instructions dated 28.02.2013.

No person shall be appointed to any post in the Service by direct recruitment who is less than 18 years and more than 40 years of age on the last date of submission of application, provided that the State Government may relax the age limit, if the candidate with outstanding qualifications, experience and in the exigencies of smooth functioning of the new college. Relaxation of age for reserved categories is as per Haryana Government Rules.

General Instructions:

Mode of Selection

1. The qualification & experience will be counted up to the last date of receipt of applications.
2. The candidates already in Government/Semi Government/Corporation or Autonomous Body Service should apply through proper channel and they may send an advance copy of the application to avoid delay but the application through proper channel must reach in due course of time.
3. Candidates will have to undergo for written test wherever applicable.
4. Candidates shortlisted on the basis of their performance in the written test will be required to appear in the Interview.
5. Date, Time & Place for the written test or Interview will be intimated to eligible/shortlisted candidates by post. All information regarding Exam schedule/Admit Card/Interview call letter etc. shall be uploaded on college website. In case of non-receipt of Admit Card/Interview call letter through post, these can be downloaded from college website www.bpsgmckhanpur.ac.in. Responsibility of downloading & printing of above said Admit Card/Interview call letter etc. shall be of the candidates.
6. Incomplete applications without affixing photograph or without enclosing attested copies of Educational Certificate (showing date of birth) and certificates for reserved categories (wherever applicable) or if applicant is found over/below age on last date of receipt of application as indicated above will be rejected and candidate will not be entertained for test/interview. Application which is incomplete, incorrect, without signature, without photograph and without requisite fee, photo with wearing cap/goggles/colour glasses and not attested by a gazette officer will be rejected on the spot without any reasons/notice.
7. Any request for change of address will not be entertained.
8. This office will not be responsible for non-receipt/untimely receipt of application/ documents/ call letters/Admit Cards due to any postal delay.
9. Medium of selection test (Typing Test Practical Sr. No. 22/Skill Test).
10. Candidates applying for a post must ensure that they fulfill all the eligibility conditions on the last date fixed for receipt of application. If on verification, at any time before or after the written examination or interview or appointment, it is found that they do not fulfill any of the eligibility conditions(s) or it is found that the information furnished is false, or incorrect, their candidature will be cancelled and in addition to legal action.

11. The abbreviations Gen. stands for General Category, ESM for Ex-servicemen, OSP for Outstanding Sports Person, SC for Scheduled Caste, BC for Backward Class, SBC for Special Backward Class, EBP for Economically Backward Person and PH for Physical Handicapped (Differently abled).
12. Candidates must write (Application for the post of " _____ " with Category) on the top of envelop in which the application is being submitted.
13. No TA/DA for attending the test/interview etc. will be paid.



Director Medical Education & Research, Haryana
Bays No. 55-58, 2nd Floor, Paryatan Bhawan,
Sector-2, Panchkula



B.P.S. Govt. Medical College for Women

Khanpur Kalan (Sonepat), Haryana- 131305

FOR OFFICE USE ONLY

Staple one
Photograph
here

Diary No. & Date	Roll No.	Scrutiny By

Application form for employment for Non-Teaching (including Technical) Posts

Important Note: The Candidate is required to fill in this Form in his/her own handwriting with **Black Ball Point Pen** only. Incomplete form and form without thumb impression & signature will be rejected.

1. (a) Post code (b) Post Name Advt. No. 8/2014

2. Name of the Candidate (IN CAPITAL LETTERS)

3. Father's Name (IN CAPITAL LETTERS)

4. Mother's Name

5. Tick mark (✓) the category to which belong.

Gen	SC	BCA	BCB	SBC	EBPGC	OSP	PH	ESM/DESM (Gen.)	ESM/DESM (SC)	ESM/DESM (BCA)	ESM/DESM (BCB)

For ESM/DESM only: Valid Eligibility certificate issued by Zila Sainik Board is to be attached.

6. Date of Birth Date Month Year

7. Nationality (please tick (✓) the box applicable to you)

Indian Other

8. Sex (please tick (✓) the box applicable to you) Male Female

9. If employed, state position & address where employed (IN CAPITAL LETTERS)

Name of Post Institute/Organization.....

Pay Scale Present Pay Rs.

10. Total Experience Years months

11. Marital Status Married Unmarried

DD/Scroll No.

Amount Dated.....

Paste (don't
staple your
attested
Photograph
here

Specimen Signature

12. Educational Qualifications (IN CAPITAL LETTERS)

Examination Passed	Year of passing	Board/ University	% of Marks	Division / Grade	13. Correspondence Address (IN CAPITAL LETTERS) Pin Code Contact No..... Permanent Address:.....

14. Any other information/achievement.....

15. Visible identification marks of candidate.....

Declaration:-

I solemnly declare that (i) I have filled in the application form with my own hand; (ii) I have pasted my latest photograph; (iii) The information filled in the form is correct and if found incorrect at any stage, my candidature may be cancelled; (iv) I am eligible for the post applied as per qualifications prescribed and my application is complete in every respect; (v) I have never been convicted by Criminal Court. (vi) I have not been dismissed from any Government service.

Date:

Place:

Thumb impression

LTI of Male/RTI of Female

Signature of Candidate

**FORMAT FOR EXPERIENCE CERTIFICATE FOR THE POST OF LABORATORY
TECHNICIAN AGAINST ADVERTISEMENT NO. 08/2014**

Ref. No. _____

Dated: _____

TO WHOM IT MAY BE CONCERN

It is certify that Mr./Mrs./Ms. _____ S/o D/o W/o
Sh. _____, R/o _____
had worked/has been working as _____ in this
hospital/Institute from _____ to _____ on
regular/adhoc/contract/outsource/temporary basis and this hospital/institute is _____
bedded approved w.e.f. _____.

During that period his/her work was found satisfactory.

Signature with seal/stamp with dated
Issuing Authority