



**GOVERNMENT OF INDIA**  
**OFFICE OF THE MEDICAL SUPERINTENDENT**  
**VMMC & SAFDARJUNG HOSPITAL**  
**New Delhi - 110029**

**RECTT-1/2/2023-RECRUITMENT CELL/1**

**Dated: 08.07.2024**

**CORRIGENDUM**

**Subject: - Filling up of posts on deputation basis in Safdarjung Hospital-reg.**

Applications are invited from the eligible candidates for filling up of the following posts on deputation basis in VMMC & Safdarjung Hospital, New Delhi.

**2. Details of vacancies/pay level & reservation are as under:-**

<b>Sl. No.</b>	<b>Post and Pay Scale (Revised)</b>	<b>Total Vacancies</b>	<b>Mode of Recruitment</b>
<b>1.</b>	<b>Officer in charge (Ambulance)</b> Level 7 (Rs. 44900- Rs. 142400)	<b>01</b>	Deputation
<b>2.</b>	<b>Senior Plaster Technician</b> Level 4 (Rs. 25500-Rs. 81100)	<b>01</b>	Deputation
<b>3.</b>	<b>Administrative Officer</b> Level-e (Rs. 47600-151100)	<b>04</b>	Deputation

**3. For detailed advertisement, Instructions, eligibility requirements, age limit, application forms, annexures etc. please visit the website of Dte.G.H.S. (dghs.gov.in) as the advertisement date 22.02.2024 could not be uploaded on the website of Safdarjung as the institutional website of Safdarjung Hospital Is down, so the advertisement is being issued again.**

**The Medical Superintendent of Safdarjung Hospital, New Delhi invites applications from the eligible candidates for filling up the following post on deputation basis in VMMC & Safdarjung Hospital, New Delhi.**

**4. The applications along with all the necessary documents as detailed in the notice of advertisement available on the website of Safdarjung Hospital are to be submitted in the prescribed application. The applications will be received in **Diary Section, Near Gate No.2 of VMMC & Safdarjung Hospital, New Delhi** within **30 days from the date of issue of the advertisement in Employment News on any working days ie. Monday to Friday from 9.00 AM to 4.00 PM** and on **Saturday 9.00 AM to 1.00 PM**. (However, if the last date for submission of applications falls on national holiday. Sunday or any other holiday declared by the Government of India, the next working day will be assumed as closing date)**

Sd/-

**(Ashok Kumar Pal)**  
**Deputy Director (Admn)**

**Paste your latest  
passport size  
photograph**

**Proforma for application for all posts to be filled on deputation**

**BIO-DATA/CURRICULAM VITAE PROFORMA**

1. Name and Address (in Block Letters with telephone number)	
2. Date of Birth (in Christian era)	
3. i) Name of the post for which the candidate is applying	
ii) Date of entry into Govt. Service	
iii) Date of retirement under Central/State Government Rules	
<p>4. <b><u>Educational Qualification and Experience:</u></b> -</p> <p>(i) Educational qualification necessary for the post -</p> <p><b>Note: (Enclose a separate sheet if the space is insufficient)</b></p>	
<p>4. (ii) <b>Necessary Experience and details of any other documents necessary for the post:</b> -</p> <p><b>Note: (Enclose a separate sheet if the space is insufficient)</b></p>	

4. (iii) Details of any additional qualification acquired by the candidate which is necessary as per Recruitment Rules of the post for which the candidate is applying for: -

**Note: (Enclose a separate sheet if the space is insufficient)**

5. (i) Whether educational and other qualifications required for the post are satisfied. (if any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same)

**5. (ii) Please state clearly whether in the light of entries made by you above, you meet the requisite essential Qualifications experience of the post.**

6. Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.

Office/Organization	Post held on regular basis	Period of service	Pay Band and Grade Pay/Pay Scale of the post held on regular basis	Nature of appointment whether regular/adhoc /deputation	Nature of duties (in detail)

**Important: Pay band and Grade pay granted under MACP/ACP are personal to the officer and therefore, should not be mentioned. Only pay band and Grade Pay/Pay Scale of the post held on regular basis to be mentioned.**

7. Details of ACP/MACP with present Pay Level in the Pay Matrix as per 7<sup>th</sup> CPC where such benefits have been drawn by the candidate, may be indicated as under:

Office/Organization	Pay Level in the Pay Matrix as per 7 <sup>th</sup> CPC drawn under ACP/MACP Scheme	From	To


8. Nature of present employment i.e. Adhoc or Temporary or Permanent	
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<b>9. In case the present employment is held on deputation/contract basis. please state: -</b>			
<b>a) The date of initial appointment</b>	<b>b) Period of appointment on deputation/contract</b>	<b>c) Name of the parent office/organization to which the applicant belongs</b>	<b>(d) Name of the post and Pay of the post held in substantive capacity in the parent organization.</b>

9.1 Note: In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/Department along with cadre Clearance, Vigilance Clearance and Integrity Certificate.

9.2 Note: Information under Column (c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/organization but still maintaining a lien in his parent cadre/Organization.

<p>10. If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details.</p> <p><b>Note: (Enclose a separate sheet if the space is insufficient)</b></p>	
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<p>11 Additional details about present employment:</p> <p>Please state whether working under (indicate the name of your employer against the relevant column)</p> <ul style="list-style-type: none"> <li>a. Central Government</li> <li>b. State Government</li> <li>c. Autonomous Organization</li> <li>d. Government Undertaking</li> <li>e. Universities</li> <li>f. Others</li> </ul>	
<p>12. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade: -</p>	
<p>13. Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale.</p>	

14. Total emoluments per month now drawn

Basic Pay in the Pay Matrix as per 7 <sup>th</sup> CPC	Level in the Pay Matrix as per 7 <sup>th</sup> CPC	Total Emoluments

15. In case the applicant belongs to an organization which is not following the Central Government Pay Scales, the latest salary slip issued by the Organization showing the following details may be enclosed.

Basic Pay with Level in Pay Matrix as per 7 <sup>th</sup> CPC:-	Dearness pay/interim relief/other allowances etc., (with break-up details) –	Total Emoluments -

16.A Additional information, if any, relevant to the post you applied for in support of your suitability for the post.

(This among other things may provide information with regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the Vacancy Circular/Advertisement

**(Note): Enclose a separate sheet, if the space is insufficient)**

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**16.B Achievements:**

The candidates are requested to indicate information with regard to: (i) Research Publications and reports and special projects (ii)Awards/Scholarships/official Appreciation (iii)Affiliation with the professional bodies/Institutions/societies and; (iv) Patents

registered in own name or achieved for the organization

(v)Any research/innovative measure involving official recognition

(vi) any other information

**(Note: Enclose a separate sheet if the space is insufficient)**

17.Please state whether you are applying for deputation (ISTC)/Absorption/Re-employment Basis

(Officers under Central/State Governments are only eligible for "Absorption". Candidates of non-Government Organizations are eligible only for Short Term(Contract)

(The option of 'STC'/'Absorption'/ 're-employment' are available only if the vacancy circular specially mentioned recruitment by "STC" or "Absorption" or "Re- employment").

**Note: (Enclose a separate sheet if the space is insufficient)**

18. Whether belongs to SC/ST

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualification/Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/withheld.

**(Signature of the candidate)**

Address-----  
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Date-----



**Countersigned**

(Employer/Cadre Controlling Authority with seal)

**Annexure-II**

**Certificate by the Employer/Cadre Controlling Authority**

The information/details provided in the above application by the applicant are true and correct as per the facts available on records. He/She possesses educational qualification and experience mentioned in the Vacancy Circular. If selected, he/she will be relieved immediately.

3. Also certified that:

i. There is no vigilance or disciplinary case pending/contemplated against Sh./Smt. \_\_\_\_\_ .

ii. His/Her integrity is certified.

iii. His/Her CR Dossier in original is enclosed/photocopies of the ACRS for the last 5 years duly attested by an Officer of the rank of Under Secretary of the Govt. of India or above are enclosed.

iv. No major/minor penalty has been imposed on him/her during the last 10 years.

OR

A list of major/minor penalties imposed on him/her during the last 10 years is enclosed (as the case may be).

**Countersigned**

(Employer/Cadre Controlling Authority with seal)

Place:

Dated:  
seal

Name & Designation, Telephone No. and Office

## General Instructions

1. Candidates who are applying for the posts should submit their applications in the prescribed proforma **through proper channel** along- with copies of the testimonials, mark-sheets, educational certificates, experience certificate, date of birth certificate, any other relevant educational or experience certificates, copies of last five years ACRs/APARs, Vigilance Clearance and Integrity certificate duly verified by the head of the institution etc. to **The Medical Superintendent, Safdarjung Hospital, New Delhi-110029 within 30 days from the date of issue of advertisement in employment newspaper.** (However, if last date for submission of applications falls on national holiday, Sunday or any other holiday declared by Government of India, the next working day will be assumed as closing date). The applications received after the last date of receipt shall not be entertained under any circumstances.
2. The **envelope containing application form** must be **super-scribed in bold letter name of the post applied for.**
3. **Crucial date for determining the age limit shall be closing date for the receipt of application.** Even if closing date will be extended due to national holiday or Sunday or any other holiday declared by Government of India, **the crucial date for determining the age limit shall remain closing date for the receipt of application.**
4. Applications which are incomplete in any manner or not in prescribed format, would be summarily rejected. **Candidates must ensure that application is complete in all respects and all the documents enclosed with application and photograph pasted on the application should be attested.** No correspondence what so ever shall be entertained in this regard.
5. The period of deputation for all posts mentioned above including the period of deputation in any other ex-cadre post held immediately before preceding this appointment in the same or some other organization or department of the Central Government shall not ordinarily exceed **three years.**
6. The terms and conditions of deputation will be regulated in accordance with the Department of Personnel & Training O.M. No.6/8/2009-Estt.(Pay) dated 17th June 2010 and O.M. No.2/6/2016-Estt.(Pay-II) dated 17.02.2016, as amended from time to time. A person in higher Grade Pay shall not be eligible for appointment to a post carrying a lower Grade Pay.
7. The hospital reserves the right not to fill up the posts, cancel the advertisement in whole or part without assigning any reason and its decision in this regard will be final.
8. Candidates who have once applied will not be allowed to withdraw their candidature.
9. **The period of deputation shall be of one year ordinarily.**
10. Maximum age limit for appointment **shall not exceed 56 years as on the closing date for the receipt of application.**
11. **NOC in the form of undertaking form for the employer to the effect that in the case of selection, the department will spare the candidate for joining service in the Hospital should be attached with the application.**
12. Candidates must ensure that they have requisite academic qualification and experience from a recognized institution for the post applied for on or before the date of issue of advertisement.
13. **There is no possibility of permanent absorption for all the above-mentioned posts.**
14. If a candidate produces false documents, he/she will not only be disqualified/dismissed from services if already appointed but may also be liable for criminal proceedings.
15. Candidates trying to use any influence or adopt any unfair means would be disqualified from the selection.
16. Failure to comply with any of the instructions contained in this notification may entail rejection of candidature.
17. Candidates are advised to go through the official website of Safdarjung Hospital, [www.vmmc-sjh.nic.in](http://www.vmmc-sjh.nic.in) regularly for receiving any updates in this matter.

18. All disputes will be subject to the jurisdiction of Delhi Courts.

Sd/-  
(Ashok Kumar Pal)  
Deputy Director (Admn.)  
Safdarjung Hospital

**Points to be noted by the Borrowing/ Parent Department/ Office to be highlighted in DOP&T circular for compliance by the Ministries/ Departments]**

1. Vigilance Clearance will not normally be granted for a period of 3 years after the currency of punishment, if a minor penalty has been imposed on an officer. In case of imposition of a major penalty, Vigilance Clearance will not normally be granted for a period of 5 years after the currency of punishment in terms of DOP&T O.M. No.11012/11/2007-Estt.(A) dated 14.12.2007.
2. While forwarding applications in respect of officers who are about to complete their 'cooling-off' period shortly the instructions of DOP&T as contained in O.M. No.2/1/2012-Estt.(Pay.11) dated 04.01.2013 may be strictly adhered to.
3. The applications/CV not accompanied by supporting certificates/ documents in support of Qualification and Experience claimed by the candidates would not be processed for determining the eligibility of the candidates for the selection.



भारत सरकार

Government of India

चिकित्सा अधीक्षक का कार्यालय

Office of the Medical Superintendent

सफदरजंग अस्पताल एवं वी.एम.एम. कॉलेज

VMMC & Safdarjung Hospital

नई दिल्ली - 110029/New Delhi - 110029

Dated: 22.02.2024

File No.: RECTT-1/2/2023-RECRUITMENT CELL

VACANCY CIRCULAR

Subject: - Filling up of the posts on deputation basis in Safdarjung Hospital- reg  
Applications are invited from the eligible candidates for filling up of the following posts  
on Deputation basis in VMMC & Safdarjung Hospital, New Delhi.

2. Details of vacancies/Pay Band are as under :

Sl. No.	Name of the Post	Level as Per Pay Matrix	Total Vacancies
1.	Officer in Charge (Ambulance)	Level 7 (Rs. 44900- Rs. 142400)	01
2.	Senior Plaster Technician	Level 4 (Rs. 25500-Rs. 81100)	01
3.	Administrative Officer	Level-8 (Rs. 47600-151100)	04

Note:- There is no possibility of absorption in all the above-mentioned posts.

3. For detailed advertisement, instructions, eligibility requirements, age limit, application forms, annexures etc. please visit the website of Safdarjung Hospital ([www.vmmc-sjh.nic.in](http://www.vmmc-sjh.nic.in))

4. The applications along with all the necessary documents as details in the notice of advertisement available on the website of Safdarjung Hospital, are to be submitted in the prescribed application. The applications will be received in Diary Section, near Gate NO.2 of VMMC & Safdarjung Hospital, New Delhi within 30 days from the date of issue of advertisement in Employment News on any working days i.e Monday to Friday from 9.00 AM to 4.00 PM and on Saturday 9.00 AM to 1.00 PM. (However, if last date for submission of applications falls on national holiday, Sunday or any other holiday declared by Government of India, the next working day will be assumed as closing date)

(Ashok Kumar Pal)

Deputy Director (Admn)

CBC 17145/11/0003/2425

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भारत सरकार  
GOVERNMENT OF INDIA  
चिकित्सा अधीक्षक का कार्यालय  
OFFICE OF THE MEDICAL SUPERINTENDENT  
सफदरजंग अस्पताल एवं वी.एम.एम. कॉलेज  
VMMC & SAFDARJUNG HOSPITAL  
नई दिल्ली - ११००२९ New Delhi - 110029

RECTT-1/2/2023-RECRUITMENT CELL/1

Dated: 07.02.2024

**VACANCY CIRCULAR****Subject:** Filling up the posts on deputation basis-reg.

Applications are invited from the eligible candidates for filling up the following post on Deputation basis in VMMC & Safdarjung Hospital, New Delhi. The details of posts including number of vacancies, pay band and grade pay, requisite qualification, experience along with any other information are as under:

S.no.	Post and Pay scale (Revised)	No. of Vacancies	Mode of recruitment	Qualification and experience
1.	Officer in charge (Ambulance) Level 7 (Rs. 44900-Rs. 142400)	01	By deputation	Officers of the Central Government or State Governments or Union territories: - a. i. Holding analogous post on regular basis in the parent cadre or Department; or ii. With five years' service to the post on regular basis rendered after appointment in Level 6 in the pay matrix (35400 - 112400) or equivalent in the parent cadre or department; and (b) Possessing the following educational qualifications and experience:

			<p>(i) possession of valid driving license for motor cars;</p> <p>(ii) Knowledge of motor mechanism (the candidate should be able to remove minor defects in vehicles).</p> <p>(iii) Experience of driving a motor car for at least three years and passed in 10<sup>th</sup> Standard.</p> <p>Desirable: Three years' service as Home Guard or Service Volunteer</p>
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S.no.	Post and Pay scale (Revised)	No. of Vacancies	Mode of recruitment	Qualification and experience
2.	Senior Plaster Technician  Level 4 in the pay matrix (Rs. 25500-Rs. 81100)	01	Deputation	<p>Deputation:</p> <p><b>Deputation:</b></p> <p>Offices of the Central Government or State Government or Union Territory administration, -</p> <p>(a)(i) holding analogous posts on regular basis in the parent cadre or department: or</p> <p>(ii) officials in Level-4 in the pay matrix (Rs. 25500 - Rs. 81100) with five years regular service in the parent cadre or Department: or</p> <p>(iii) officials in Level-3 (Rs. 21700 - Rs. 69100) in the pay matrix with ten years regular service in the parent cadre or department;</p>

			and (b) Five years experience as Plaster Technician <b>Note 1:</b> The Departmental officers in the feeder category who are not in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, the deputationist shall not be eligible for consideration for appointment by promotion. <b>Note 2:</b> The maximum age-limit for appointment by deputation shall not be exceeding fifty-six years as on the last date of receipt of applications.
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S.no.	Post and Pay scale (Revised)	No. of Vacancies	Mode of recruitment	Qualification and experience
3.	Administrative Officer Level-8 in the pay matrix (Rs 47600-151100)	04	Deputation.	<b>Deputation:</b> Officers under the Central Governments or State Governments or Union territories: (a) (i) holding analogous posts on regular basis in the cadre or Department: or (ii) with two years service in the grade rendered after appointment there to on a regular basis in posts in level-7 in the pay matrix (44,900-



1,42,400) or equivalent in the parent cadre or department; and

(b) possessing the following educational qualifications and experience:

(i) Degree from a recognised University or Institute; and

(ii) Two years' experience in Administration, Establishment work in a Government office or Public Sector Undertakings or autonomous body or statutory body.

**Note 1:** Where Juniors who have completed their qualifying or eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying service or two years whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying or eligibility service.

			<p><b>Note 2:</b> The departmental officers in the feeder category who are in direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationist shall not be eligible for appointment by promotion.</p> <p><b>Note 3:</b> The period of deputation including period of deputation in another Ex-cadre post immediately preceding held this appointment in the same or some other organisation or department of the Central Government shall ordinarily not exceed three years.</p> <p><b>Note 4:</b> The maximum age-limit for appointment by deputation shall be not exceeding fifty-six years as on the last date of receipt of applications.</p>
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**Note:- There is no possibility of absorption in all the above-mentioned posts.**

**Paste your latest passport size photograph**

**Annexure-1**

**Proforma for application for all posts to be filled on deputation**

**BIO-DATA/CURRICULAM VITAE**

**PROFORMA**

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1. Name and Address (in Block Letters with telephone number)	
2. Date of Birth (in Christian era)	
3. i) Name of the post for which the candidate is applying	
ii) Date of entry into Govt. Service	
iii) Date of retirement under Central/State Government Rules	
<b>4. <u>Educational Qualification and Experience:</u> -</b> <b>(i) Educational qualification necessary for the post -</b> <b>Note: (Enclose a separate sheet if the space is insufficient)</b>	
<b>4. (ii) Necessary Experience and details of any other documents necessary for the post: -</b> <b>Note: (Enclose a separate sheet if the space is insufficient)</b>	
4. (iii) Details of any additional qualification acquired by the candidate which is necessary as per Recruitment Rules of the post for which the candidate is applying for: -	

<p><b>Note: (Enclose a separate sheet if the space is insufficient)</b></p>	
<p>5. (i) Whether educational and other qualifications required for the post are satisfied. (if any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same)</p>	
<p>5. (ii) <b>Please state clearly whether in the light of entries made by you above, you meet the requisite essential Qualifications experience of the post.</b></p>	

6. Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.

<b>Office/Organization</b>	<b>Post held on regular basis</b>	<b>Period of service</b>	<b>Pay Band and Grade Pay/Pay Scale of the post held on regular basis</b>	<b>Nature of appointment whether regular/adhoc /deputation</b>	<b>Nature of duties (in detail)</b>

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**Important: Pay band and Grade pay granted under MACP/ACP are personal to the officer and therefore, should not be mentioned. Only pay band and Grade Pay/Pay Scale of the post held on regular basis to be mentioned.**

7. Details of ACP/MACP with present Pay Level in the Pay Matrix as per 7<sup>th</sup> CPC where such benefits have been drawn by the candidate, may be indicated as under:

<b>Office/Organization</b>	<b>Pay Level in the Pay Matrix as per 7<sup>th</sup> CPC drawn under ACP/MACP Scheme</b>	<b>From</b>	<b>To</b>


8.Nature of present employment i.e. Adhoc or Temporary or Permanent	
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<b>9. In case the present employment is held on deputation/contract basis. please state: -</b>			
<b>a) The date of initial appointment</b>	<b>b) Period of appointment on deputation/contract</b>	<b>c) Name of the parent office/organization to which the applicant belongs</b>	<b>(d) Name of the post and Pay of the post held in substantive capacity in the parent organization.</b>

9.1 Note: In case of Officers already on deputation, the applications of such

officers should be forwarded by the parent cadre/Department along with cadre Clearance, Vigilance Clearance and Integrity Certificate.

9.2 Note: Information under Column (c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/organization but still maintaining a lien in his parent cadre/Organization.

<p>10. If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details.</p> <p><b>Note: (Enclose a separate sheet if the space is insufficient)</b></p>	
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<p>11 Additional details about present employment:</p> <p>Please state whether working under (indicate the name of your employer against the relevant column)</p> <ul style="list-style-type: none"> <li>a. Central Government</li> <li>b. State Government</li> <li>c. Autonomous Organization</li> <li>d. Government Undertaking</li> <li>e. Universities</li> <li>f. Others</li> </ul>	
<p>12. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade: -</p>	

13. Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale.		
14. Total emoluments per month now drawn		
<b>Basic Pay in the Pay Matrix as per 7<sup>th</sup> CPC</b>	<b>Level in the Pay Matrix as per 7<sup>th</sup> CPC</b>	<b>Total Emoluments</b>
-	-	
15. In case the applicant belongs to an organization which is not following the Central Government Pay Scales, the latest salary slip issued by the Organization showing the following details may be enclosed.		
Basic Pay with Level in Pay Matrix as per 7 <sup>th</sup> CPC:-	Dearness pay/interim relief/other allowances etc., (with break-up details) -	Total Emoluments -

16.A Additional information, if any, relevant to the post you applied for in support of your suitability for the post.

(This among other things may provide information with regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over



<p>and above prescribed in the Vacancy Circular/Advertisement</p> <p><b>(Note): Enclose a separate sheet, if the space is insufficient)</b></p>	
<p><b>16.B Achievements:</b></p> <p>The candidates are requested to indicate information with regard to: (i) Research Publications and reports and special projects (ii) Awards/Scholarships/official Appreciation (iii) Affiliation with the professional bodies/Institutions/societies and; (iv) Patents</p> <p>registered in own name or achieved for the organization</p> <p>(v) Any research/innovative measure involving official recognition</p> <p>(vi) any other information</p> <p><b>(Note: Enclose a separate sheet if the space is insufficient)</b></p>	
<p>17. Please state whether you are applying for deputation (ISTC)/Absorption/Re-employment Basis</p> <p>(Officers under Central/State Governments are only eligible for "Absorption". Candidates of non-Government Organizations are eligible only for Short Term(Contract)</p> <p>(The option of 'STC'/'Absorption'/ 're-employment' are available only if the vacancy circular specially mentioned recruitment by "STC" or "Absorption" or "Re-employment").</p> <p><b>Note: (Enclose a separate sheet if the space is insufficient)</b></p>	
<p>18. Whether belongs to SC/ST</p>	

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualification/Work

Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/withheld.

**(Signature of the candidate)**

Address-----  
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Date-----

**Countersign  
ed**

(Employer/Cadre Controlling  
Authority with seal)

**Annexure-II**

**Certificate by the Employer/Cadre Controlling Authority**

The information/details provided in the above application by the applicant are true and correct as per the facts available on records. He/She possesses educational qualification and experience mentioned in the Vacancy Circular. If selected, he/she will be relieved immediately.

3. Also certified that:

i. There is no vigilance or disciplinary case pending/contemplated against Sh./Smt. \_\_\_\_\_ .

ii. His/Her integrity is certified.

iii. His/Her CR Dossier in original is enclosed/photocopies of the ACRS for the last 5 years duly attested by an Officer of the rank of Under Secretary of the Govt. of India or above are enclosed.

iv. No major/minor penalty has been imposed on him/her during the last 10 years.

OR

A list of major/minor penalties imposed on him/her during the last 10 years is

enclosed (as the case may be).

### **Countersigned**

(Employer/Cadre Controlling  
Authority with seal)

Place:  
Designation

Name &

Dated:

Telephone No.

Office Seal:

### **General Instructions**

1. Candidates who are applying for the posts should submit their applications in the prescribed proforma **through proper channel** along- with copies of the testimonials, mark-sheets, educational certificates, experience certificate, date of birth certificate, any other relevant educational or experience certificates, copies of last five years ACRs/APARs, Vigilance Clearance and Integrity certificate duly verified by the head of the institution etc. to **The Medical Superintendent, Safdarjung Hospital, New Delhi-110029 within 30 days from the date of issue of advertisement in employment newspaper.** (However, if last date for submission of applications falls on national holiday, Sunday or any other holiday declared by Government of India, the next working day will be assumed as closing date). The applications received after the last date of receipt shall not be entertained under any circumstances.
2. The **envelope containing application form** must be **super-scribed in bold letter name of the post applied for.**
3. **Crucial date for determining the age limit shall be closing date for the receipt of application.** Even if closing date will be extended due to national holiday or Sunday or any other holiday declared by Government of India, **the crucial date for determining the age limit shall remain closing date for the receipt of application.**

4. Applications which are incomplete in any manner or not in prescribed format, would be summarily rejected. **Candidates must ensure that application is complete in all respects and all the documents enclosed with application and photograph pasted on the application should be attested.** No correspondence what so ever shall be entertained in this regard.
5. The period of deputation for all posts mentioned above including the period of deputation in any other ex-cadre post held immediately before preceding this appointment in the same or some other organization or department of the Central Government shall not ordinarily exceed **three years**.
6. The terms and conditions of deputation will be regulated in accordance with the Department of Personnel & Training O.M. No.6/8/2009-Estt.(Pay) dated 17th June 2010 and O.M. No.2/6/2016-Estt.(Pay-II) dated 17.02.2016, as amended from time to time. A person in higher Grade Pay shall not be eligible for appointment to a post carrying a lower Grade Pay.
7. The hospital reserves the right not to fill up the posts, cancel the advertisement in whole or part without assigning any reason and its decision in this regard will be final.
8. Candidates who have once applied will not be allowed to withdraw their candidature.
9. **The period of deputation shall be of one year ordinarily .**
10. Maximum age limit for appointment **shall not exceed 56 years as on the closing date for the receipt of application.**
11. **NOC in the form of undertaking form for the employer to the effect that in the case of selection, the department will spare the candidate for joining service in the Hospital should be attached with the application.**
12. Candidates must ensure that they have requisite academic qualification and experience from a recognized institution for the post applied for on or before the date of issue of advertisement.
13. **There is no possibility of permanent absorption for all the above-mentioned posts.**
14. If a candidate produces false documents, he/she will not only be disqualified/dismissed from services if already appointed but may also be liable for criminal proceedings.
15. Candidates trying to use any influence or adopt any unfair means would be disqualified from the selection.
16. Failure to comply with any of the instructions contained in this notification may entail rejection of candidature.
17. Candidates are advised to go through the official website of Safdarjung Hospital, [www.vmmc-sjh.nic.in](http://www.vmmc-sjh.nic.in) regularly for receiving any updates in this matter.
18. All disputes will be subject to the jurisdiction of Delhi Courts.

Signed by

Ashok Kumar Pal

Date: 07-02-2024 19:36:44

(Ashok Kumar  
Pal)

Deputy

Director (Admn.)

Safdarjung Hospital

**Points to be noted by the Borrowing/ Parent Department/ Office to be highlighted in DOP&T circular for compliance by the Ministries/ Departments]**

1. Vigilance Clearance will not normally be granted for a period of 3 years after the currency of punishment, if a minor penalty has been imposed on an officer. In case of imposition of a major penalty, Vigilance Clearance will not normally be granted for a period of 5 years after the currency of punishment in terms of DOP&T O.M. No.11012/11/2007-Estt.(A) dated 14.12.2007.
2. While forwarding applications in respect of officers who are about to complete their 'cooling-off' period shortly the instructions of DOP&T as contained in O.M. No.2/1/2012-Estt.(Pay.11) dated 04.01.2013 may be strictly adhered to.
3. The applications/CV not accompanied by supporting certificates/ documents in support of Qualification and Experience claimed by the candidates would not be processed for determining the eligibility of the candidates for the selection.