

**PT.B.D.SHARMA UNIVERSITY OF HEALTH SCIENCES, ROHTAK**

**Advt. No. 1/2012**

**Closing Date: 15.02.2012**

Applications are invited for the following temporary posts but likely to be continued of **Pt. B. D. Sharma Postgraduate Institute of Medical Sciences, Rohtak and Pt. B. D. Sharma University of Health Sciences, Rohtak** on the prescribed form obtainable from the HDFC Bank, Model Town Branch, Rohtak on cash payment of Rs.200/-for General Category and Rs.100/- for Reserved Categories candidates or by crossed Indian Postal Order in the name of the Controller of Finance, Pt. B. D. Sharma University of Health Sciences, Rohtak by post. Candidate must clearly state the name of the post for which form is required and also give his/her name and address in block letters. If the form is required by post, a self-addressed envelope (23x10 cm) duly affixed postal stamp of Rs.6/-may be sent alongwith request.

Lower and upper age limit for the posts is shown against each category. Upper age limit is relaxable by five years for candidates of SC/ST and BC including Economically Backward Classes (whose family income from all sources is less than Rs.7200/-Per Annum applicable from time to time) recognized in Haryana, by ten years for Physically Handicapped for the reserved category posts only, ESM Age relaxations as per Haryana Govt. rules and in certain other cases as per Haryana Govt. instructions issued from time to time on the subject. More detailed information is available in the "Instructions for candidate" which will be supplied alongwith the application form.

The candidates who are already working on contract basis will be given relaxation in age to the extent of their contract service rendered in this institution only provided they fulfill the required qualification and experience for the particular post.

The applications complete in all respects must reach Superintendent-ME-II branch, Room No. 21 of Administrative Block, PGIMS, Rohtak in any working day from 9.00 AM to 5.00 PM by 15.02.2012. Submission of incomplete application & received after the closing date will not be entertained. This department will not be held responsible for any postal delays or loss of application.

**GENERAL TERMS AND CONDITIONS FOR ALL THE ADVERTISED POSTS**

1. The candidate who is already in Govt./Semi Govt./Corporation or Autonomous Body Service should apply through proper channel and he/she may send his/her advance copy of application to avoid delay but the application through proper channel should reach in due course of time or produce 'No Objection Certificate' at the time of interview otherwise he / she will not be allowed / considered for interview.
2. Submission of incomplete application form i.e. without attested copies of testimonials/academic career/ experience certificate or unsigned application form etc. may render the candidate ineligible.
3. The number of posts are liable to increase or decrease either way, including complete withdrawal without assigning any reason.
4. The abbreviation G.C. stands for General Category, S.C. for Scheduled Caste, and B.C. for Backward Classes ,PH for Physically handicapped and ESM for Ex-serviceman.
5. The reserved posts are only meant for Haryana Domicile.
6. The posts of reserved categories will be filled up as per latest Govt. instructions/ applicable issued from time to time.
7. In case of candidates belonging to Scheduled Caste and Backward Class category applies against General Category post he/ she should fulfill the condition of eligibility regarding age/application fee etc. as are meant for General Category candidates as per Govt. instructions issued vide letter No. 22/88/96-3GSIII date 25.6.97.
8. If applications for any advertised posts are received in large numbers, the appointing authority can hold a written/ screening test for short listing the candidates for interview or on the basis of rational criteria etc. The decision of the appointing authority in all matters relating to acceptance or rejection of application, eligibility / suitability of the candidates, mode and criteria for selection etc. will be final and binding on the candidates.
9. The prescribed qualification, experience & the age limit shall be reckoned as on closing date of the receipt of the application.

1. **Computer Operator- 02 (SC-01, BC-B-01)**  
**Pay Scale- 9300-34800+3200 Grade Pay**  
**Essential Qualification:**
  - i.) Graduation from a recognized university.
  - ii.) 'O' level course or 2 years Diploma in Computers securing atleast 50% marks from a recognized institute/university/Govt. of Haryana.
  - iii.) Knowledge of Hindi/Sanskrit upto Matric Standard.**Experience:**
  - 3 years work experience as Data Entry Operator/Computer Operator in Public Sector/University/Company (Public Ltd.). Preference will be given to the candidates possessing higher qualification.**Age:-18-40 year**
  
2. **Data Entry Operator- 08 (SC-04, BC-A-ESM-01, BC-B-ESM-01,GC-ESM-01, SC- Sports -01)**  
**Pay Scale- 5200-20200+2400 Grade Pay.**  
**Essential Qualification:-**
  - i) Graduate with one year PG Diploma in Computer Application from a recognized Institute/ University/ Govt. of Haryana.
  - ii) Candidate will be required to qualify a speed test at 8000 key depressions per hour.
  - iii) Knowledge of Hindi/Sanskrit upto Matric Standard.**Experience:-**
  - One year work experience in Data Entry Operation/ word processing in Public Sector/University/ Company (Public Ltd.)
  - Preference will be given to the candidates possessing higher qualification.**Age:-18-40 year**
  
3. **Steno typist – 25 (GC-08, SC-06, BC-A-02, BC-B-03, GC-ESM-01, SC-ESM-02, BC-A-ESM-01, BC-A-PH-01, BC-B-ESM-01)**  
**Pay Scale: Rs. 5200-20200+1900 Grade Pay+100 Spl. Pay**  
**Qualification:**
  - i) Graduate from a recognized university with 80 w.p.m. speed in English Shorthand and ability to transcribe it at the speed of 15 w.p.m. 8% mistakes are permissible.
  - ii) Knowledge of Computer: Candidates will also be required to qualify the test at the speed of 8000 key depression per hour in M.S. Word.
  - iii) Knowledge of Hindi/Sanskrit upto Matric Standard.**Age: 18-40 years.**
  
4. **Radiographer- 06 (GC-03, BC-A-01, GC-ESM-01, GC-PH-01)**  
**Pay scale: 9300-34800+3200 Grade Pay**  
**Qualification:-**
  - i.) 10+2 or equivalent examination passed with science subjects from recognized Board.
  - ii.) Two years Diploma in Radiography and Therapy Technology Course examination passed from Pandit Bhagwat Dayal Sharma Postgraduate Institute of Medical Sciences, Rohtak or equivalent examination passed from Institute recognized by Competent Authority within field training.
  - iii.) Knowledge of Hindi/Sanskrit upto Matric standard.**Age: 17-40 years.**

**5. Research Assistant-04 (GC) (Biotechnology Deptt.)**

**Pay Band: Rs. 9300-34800+4000 Grade Pay**

**Essential Qualification:**

- A Master degree in Biotechnology/Microbiology/Biochemistry/Genetics or Human Genetics/ Life Science from a recognized University/ institute

**Desirable:**

- i.) Experience of working of research/molecular diagnostic labs at a recognized and reputed research institution or medical institute/premier hospital.
- ii.) Acquaintance with molecular biology/cell culture procedures.
- iii.) Working knowledge of scientific and bioinformatics/computational softwares.
- iv.) Knowledge of Hindi/Sanskrit upto Matric standard.

**Age: 18-40 years.**

**6. Laboratory Technician- (GC-04) (Biotechnology Deptt.)**

**Pay Band Rs. 5200-20200+2800 Grade Pay**

**Qualification:**

- i. B. Sc. Biotechnology with 50% or above marks from a University recognized by the UGC.
- ii. Working Knowledge of Computer.
- iii. Knowledge of Hindi/ Sanskrit upto Matric Standard.

Note: - In case candidates having B.Sc. Biotechnology qualification are not available then only candidates having B. Sc. Medical Laboratory Technology qualification with 50% marks or above marks from the recognized University will be considered.

**Age: 18-40 years.**

**7. Assistant Supervisor (CSSD)- (GC-02)**

**Pay Band Rs. 9300-34800+3200 Grade Pay**

**Qualification:**

- i) 10+2 or equivalent examination passed with Science subjects from a Recognized Board.
- ii) Diploma in Mechanical Engineering from Recognized Polytechnic Institute  
OR  
B. Sc. in Operation Theatre Technology from a recognized institute.
- iii) 3-6 months Certificate course in computers from a recognized/ registered institution.
- iv) Hindi/ Sanskrit upto Matric standard

**Age: 17-40 years**

**8. Cobbler- (GC-02)**

**Pay Band Rs. 5200-20200+2400 Grade Pay.**

**Qualification:-**

- i) Matric Pass with Hindi/Sanskrit.
- ii) Certificate from ITI or Diploma from Polytechnic Institution in Leather & Footwear Technology with one year experience in an Artificial Limb Fitting Centre/Rehabilitation Centre.

**Age: 17-40 Years**

**9. Optometrist- (03) GC-01, SC-01, BC-A-01**

**Pay Band Rs. 9300-34800+4000 Grade Pay**

**Qualification:-**

- i) B. Sc. Optometry from a Medical College/Institution affiliated to a University recognized by the UGC.
- ii) Knowledge of Hindi/Sanskrit upto Matric Standard.

**Age: 17-40 Years**

10. **Assistant Librarian-01(SC-01)**  
**Pay Band: Rs. 5200-20200+1900 Grade Pay**  
**Qualification:**  
i) Matric or Higher Secondary with certificate in Library Science.  
ii) Knowledge of Hindi/Sanskrit upto Matric Standard.  
**Age: 17-40 Years.**
11. **Perfusionist (Heart & Lung Machine Operator) (GC-03)**  
**Pay Band: Rs. 9300-34800+3600 Grade Pay**  
**Qualification**  
i) B. Sc.  
ii) Diploma in Perfusion Technology.  
iii) One year experience in any active open heart surgery centre.  
iv) Knowledge of Hindi/Sanskrit upto Matric Standard.  
**OR**  
i) B.Sc.  
ii) Three years experience in any active open heart surgery centre  
iii) Knowledge of Hindi/Sanskrit upto Matric Standard.  
**Age: 17-40 Years.**
12. **Technical Supervisor – 01 (GC)**  
**Pay Scale: Rs. 9300-34800+3200 GP**  
**Qualification:**  
i) M.Sc.in Physics or Chemistry or Biology or Medical Technology.  
ii) Two years experience of working in Bio chemistry or Pathology or any other Department Laboratory as Technical Assistant or Senior Laboratory Technician.  
iii) Knowledge of Hindi/ Sanskrit upto Matric Standard  
**Age: 17-40 years**
13. **Chairside Assistant–03 (GC-1, GC-ESM-01, BC-B-01)**  
**Pay Scale: Rs. 5200-20200+2400 GP**  
**Qualification**  
i) Matric pass with Science (Physics and Chemistry) and Hindi/ Sanskrit  
ii) Two Years experience as Chairside Assistant from any Government recognized by Dental Council of India or Government Dental Clinic or five years experience in private Dental Clinic.  
**Note: -**  
1. The post of **Carpenter-01 out of 2, Junior Artist-01, Leather Limb Maker-01, Projectionist-01, Assistant Photo Artist-01** advertised vide Advt. No. 1/2010 is hereby withdrawn due to administrative reasons.

**REGISTRAR**