

**RAJIV GANDHI SUPER SPECIALITY HOSPITAL**

(An Autonomous Institute under GNCTD)


TAHIRPUR, DELHI -110093

E-mail: dprgssh@gmail.com, Tel. No. : 011-22890600 / 22890601

Website: www.rgssh.in

**RECRUITMENT NOTICE**

Rajiv Gandhi Super Speciality Hospital, a tertiary care Hospital, is an institution with state of the art, infrastructure and cutting edge technology. The infrastructure includes Cath Labs, Non Invasive Cardiology Centre, Modular Operation Theatres, Intensive Care Units, Dialysis Centre, GI Endoscopy Centre, Imaging Centre and Hospital Laboratories, etc. Applications in the prescribed format are invited from Indian Citizens for the **posts of Medical Superintendent, Deputy Medical Superintendent, Assistant Nursing Superintendent & Administrative Officer**. The last date of submission of applications is 24.09.2018 till 4 PM. The details and procedure of applying can be seen on the following websites i.e. [www.rgssh.in](http://www.rgssh.in) and [www.health.delhigovt.nic.in](http://www.health.delhigovt.nic.in).

  
Dr B.L. Sherwal  
Director, RGSSH

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Details of Vacancy for Position							
S. No.	Name of the post	Total number of Post	Pay scale	Number of posts as per roaster			
				UR	OBC	SC	ST
1.	Medical Superintendent	01	144200 – 218200 (Level 14 <sup>th</sup> 7 CPC)	01	--	--	---
2.	Deputy Medical Superintendent	01	78800 – 209200 (Level 12 <sup>th</sup> 7 CPC)	01	--	--	---
3.	Assistant Nursing Superintendent	02	56100 – 177500 (Level 10 <sup>th</sup> 7 CPC)	02	--	--	---
4.	Administrative Officer	01	56100 – 177500 (Level 10 <sup>th</sup> 7 CPC)	01	--	--	---
<b>Total</b>		<b>05</b>		<b>05</b>	--	--	--

1. The application forms and details of recruitment rules, eligibility criteria etc. is available on website [www.rajivgandhisuperspecialityhospital.org](http://www.rajivgandhisuperspecialityhospital.org)
2. **Last date of submission of application form in the Administrative Block No.7, Rajiv Gandhi Super Speciality Hospital, Tahirpur, is 24.09.2018 up to 4 PM.**
3. Non-refundable application fee of Rs.500/- for unreserved and OBC candidates and Rs.100/- for SC/ST candidates should be submitted in the form of demand draft payable to "Rajiv Gandhi Super Speciality Hospital" along with application form. DIVYANG (Physical Handicapped) candidates are exempted from payment of fee.
4. No TA/DA would be paid for appearing in the written test/skill test.
5. The candidates while appearing for interview shall be required to produce all relevant original documents along with one copy of self-attested photocopies of all testimonial/certificates and Two passport size photograph.

  
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1. Last date for submission of Application: **24.09.2018** up to **4 PM only**.
2. Applications shall be accepted only through speed post/Registered post, for any delay or loss of application form Hospital will not be responsible.
3. No application will be accepted by hand/in person.
4. Selection will be based on interview. For all of the above Post, date of interview and Venue will be intimated only to the shortlisted candidates by displaying on hospital website.
5. Application Form, details, instructions relating to Eligibility, Educational Qualification, Experience, Age Limit, etc. are available on Hospital Website i.e. [www.rgssh.in](http://www.rgssh.in) and [www.health.delhigovt.nic.in](http://www.health.delhigovt.nic.in).
6. Applications lacking complete information as per the prescribed proforma and non-remittance of requisite application fee will be rejected without any further communication.
7. The appointment is purely contractual in nature and is not pensionable.
8. The selected Candidates shall be appointed initially for a period of five years with a notice period of three months from either side for severance of contracts. Further extension will be based on annual performance appraisal report up to the age of super annulation in the Govt. of Delhi.
9. The period of service rendered by a candidate in Govt. Hospitals/Autonomous Bodies funded by the Govt./Private Nursing Homes prior to this appointment, if any, will count while reckoning the tenure of the service / experience. An undertaking in this regard is to be furnished with acceptance letter along with documentary proof.
10. If it is learnt at any stage that false information has been furnished in the application form or that there has been suppression of any material information, then it shall lead to disqualification of the Candidature and liable to be removed from service forthwith and may invite appropriate action against the applicant.
11. Date for determining the age for the Candidate shall be the last date of receipt of application.
12. Non-refundable application fee of Rs.500/- for unreserved & OBC candidates and Rs.100/- for SC/ST candidates through Demand Draft in favour of "**Rajiv Gandhi Super Speciality Hospital Society**" payable at Delhi should be submitted along with the application form. DIVYANG (Physical Handicapped) candidates are exempted from payment of fee.
13. The selected candidate must be registered with concerned Council at the time of joining (if applicable).
14. Applicants, who do not possess requisite qualifications as on the last date for submission of applications, shall not be considered and their application shall be rejected summarily. No separate intimation of rejection shall be intimated to rejected candidates.
15. Age relaxation is applicable up to 5 years for SC/ST and 3 years for OBC candidates (belonging to Delhi only) as per Govt. of NCT of Delhi/GOI rules. For DIVYANG (Physical Handicapped) candidate age relaxation is upto 10 years as per Govt. of NCT of Delhi/GOI rules.

16. Candidates seeking benefits of reservation under SC/ST/OBC/ DIVYANG categories shall produce the relevant certificates (issued before the date of advertisement) issued by competent Authority of GNCTD. The OBC inclusion shall only be as per current GNCT of Delhi list which is available on Delhi Government Website.
17. DIVYANG (Physical Handicapped) candidates are required to produce the physically handicapped certificate (with degree of disability) in original issued by the Competent Authority (i.e. Medical Board duly constituted by Central/State Govt.) at the time of interview.
18. DIVYANG (Physical Handicapped) candidates are encouraged to apply for the other posts also, not earmarked for them, if they are fulfilling the required qualifications.
19. The applicants should not have been convicted by any Court of Law. If the applicant is facing any legal proceeding, the same shall be declared by providing information of the same.
20. Canvassing in any form shall lead to immediate disqualification of the Candidature.
21. The candidates while appearing for Interview shall be required to produce all relevant original documents along with one copy of self-attested photocopies of all testimonial/certificates and two passport size photograph.
22. The decision of the Selection Board regarding selection of the candidates shall be final and no representation shall be entertained in this regard.
23. The Hospital reserves the right to change the number of vacancies, withdraw the process (in full or in part) and also right to reject any or all applications received without assigning any reasons or giving notice etc.
24. The Hospital authorities reserves the right to assign any related additional work, if required. No extra remuneration will be paid in this regard.
25. All post(s) is/are whole time and private practice of any kind is strictly prohibited.
26. No TA/DA shall be paid for appearing in interview/written examination.
27. Any information to the applicants/corrigendum in the recruitment shall be published at RGSSH website only and No information individually shall be sent to applicants. The applicants are advised to frequently visit the RGSSH Website for updating their information regarding the recruitment.
28. Litigations, if any, shall be subject to the exclusive jurisdiction of Delhi Courts only.
29. For proof of Indian Citizenship either a valid Indian passport or Voter ID Card shall be acceptable.
30. Following documents are required to be submitted along with the application:
  - i. Recent passport size coloured photograph
  - ii. Proof of Date of Birth
  - iii. Valid Voter ID / Valid Indian Passport
  - iv. All Required Degrees
  - v. Experience Certificates
  - vi. Current Registration with concerned Council.
  - vii. Valid Proof of SC/ST/OBC, if applicable.



18. Details of Experience (if any)

Name of institute	Designation	From	To	Nature of Duties Performed

19. Details of Postgraduate Work/Publications (Give the list on separate sheets)(if applicable):  
Published papers should have statement about **indexed, impact factor of journal & citation of paper**. List of publications has to be classified as: (Vancouver format only).

20. Awards and Prizes received : (Name of Awards/Fellowships, year awarded by)

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21. Current Activities & Area of Interest :

22. Any other information you wish to submit :

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### DECLARATION

1. I hereby solemnly declare and affirm that statements made in this applications are true, complete, correct to the best of my knowledge and belief. I understand that in the event of any information/facts being found untrue/false/incorrect my candidature is liable to be cancelled/terminated besides taking any other action deemed fit in this regard. I shall have no claim for absorption after termination/completion of contract period of tenure. I shall abide by the terms and conditions as prescribed.
2. **For Govt. Employees** : I have also informed my Head of Office/Department in writing that I am applying for this post and shall produce 'No Objection' Certificate at the time of the Interview.

( NAME AND SIGNATURE OF THE APPLICANT )

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S. No.	Description	Recruitment Rules
1.	Name of the post	Medical Superintendent
2.	No. of posts	01
3.	Pay scale	144200 – 218200 (Level 14 <sup>th</sup> 7 CPC)
4.	Age Limit	50 years
5.	Reservation as per Govt.	As per reservation rule of the Central/State Government
6.	Mode of Recruitment: Direct Recruitment / Promotion / Deputation / Absorption	Direct Recruitment
7.	Education Qualification	<p><b>Essential:</b></p> <p>1. A Medical Qualification included in schedule I &amp; II or Part II of the third schedule of the Indian Medical Council Act 1956 (candidate/s possessing the qualifications included in part II of the third scheduled should also fulfil the conditions specified in section 13 (3) of the Act).</p> <p>2. A postgraduate qualification, e.g. MD/ or recognized qualification Education Qualification equivalent thereto.</p> <p style="text-align: center;">OR</p> <p>3. A Master's Degree in Hospital Administration from a recognized Institution/ or a recognized qualification Education Qualification equivalent thereto.</p>
8.	Experience	<p>Experience:</p> <p>1. 14 (Fourteen) years administrative experience after obtaining the postgraduate qualification in the specialty or Master's Degree in Hospital Administration, of which at least 07 (Seven) years should be in the Administration of major (Government and Public Sector) hospital in a senior position.</p> <p>The length of Education Qualification requisite teaching experience may be reduced in case of exceptionally qualified candidate, on the recommendations of the Selection Committee</p>
9.	Composition of Search Committee / Selection Committee	Selection Committee as constituted by Department of H&FW, GNCTD

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S. No.	Description	Recruitment Rules
1.	Name of the post	Deputy Medical Superintendent
2.	No. of posts	01
3.	Pay scale	78800 -- 209200 (Level 12 <sup>th</sup> 7 CPC)
4.	Age Limit	50 years
5.	Reservation as per Govt.	As per reservation rule of the Central/State Government
6.	Mode of Recruitment: Direct Recruitment / Promotion / Deputation / Absorption	Direct Recruitment
7.	Education Qualification	<p><b>Essential:</b></p> <p>1. A recognized Medical Qualification included in or Part II of the Schedule or Part II of the third schedule (other than the licentiate qualification) of the Indian Medical Council Act 1956 Holders of educational qualifications included in part II of the 34<sup>th</sup> scheduled should fulfil the conditions stipulated in subsection (3) of the Section 13 of the Indian Medical Council Act 1956.</p> <p>2. MD (Hospital Administration) / MHA recognized by Medical Council of India</p>
8.	Experience	<p><b>Experience:</b></p> <p>Nine (09) years' experience in Hospital Administration of at least 200 bedded hospital.</p>
9.	Composition of Search Committee / Selection Committee	Selection Committee as constituted by Department of H&FW, GNCTD



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S. No.	Description	Recruitment Rules
1.	Name of the post	Assistant Nursing Superintendent
2.	No. of posts	06
3.	Pay scale	56100 – 177500 (Level 10 <sup>th</sup> 7 CPC)
4.	Age Limit	45 years
5.	Reservation as per Govt.	As per reservation rule of the Central/State Government
6.	Mode of Recruitment: Direct Recruitment / Promotion / Deputation / Absorption	Direct Recruitment
7.	Education Qualification	<b>Essential:</b> 1. B.Sc (Nursing) 2. 'A' Grade certificate In Nursing from recognized institution 3. Certificate in midwifery 4. Post certificate diploma in nursing administration/ Sister tutor's course.
8.	Experience	Five year experience as nursing sister/ Theatre Sister in a recognized hospital
9.	Composition of Search Committee / Selection Committee	Selection Committee as constituted by Department of H&FW, GNCTD

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<b>S. No.</b>	<b>Description</b>	<b>Recruitment Rules</b>
1.	Name of the post	Administrative Officer
2.	No. of posts	02
3.	Pay scale	56100 – 177500 (Level 10 <sup>th</sup> 7 CPC)
4.	Age Limit	40 years
5.	Reservation as per Govt.	As per reservation rule of the Central/State Government
6.	Mode of Recruitment: Direct Recruitment / Promotion / Deputation / Absorption	Direct Recruitment
7.	Education Qualification	<b>Essential:</b> 1 Master's Degree in Humanities/Science/Commerce from a recognised University/ Institution. <b>Desirable:</b> 1. Knowledge of Computers.
8.	Experience	7 years' experience of administration, accounts and establishment work in a supervisory capacity in a senior management position in a Government Organisation/Public Sector Undertaking/ hospital of repute.
9.	Composition of Search Committee / Selection Committee	Selection Committee as constituted by Department of H&FW, GNCTD.