

Government of India
Ministry of Health & Family Welfare
Office of the Additional Director
Central Government Health Scheme
6-Esplanade East, Ground Floor, Kolkata-700069.

Applications are invited from Indian citizens for the following posts for recruitment through WRITTEN TEST:

- 1) Category No. 1 -: Staff Nurse Grade I.
(a) No. of Post: 03 (Three) = (UR-02 and OBC-01).
(b) Pay Scale: Pay Band-II - Rs. 9,300/- to 34,800/- + Grade Pay Rs. 4,600/- & other admissible allowances in Pre-revised Pay Scale as per 6th CPC (subject to revision of Pay & Other Admissible Allowances as per 7th CPC).
(c) Essential Qualification:
(i) Matriculation or its equivalent.
(ii) Diploma in General Nursing & Mid-wifery from a recognized Institution.
(iii) Registered Nurse and Registered Mid-wife.
(iv) In lieu of Mid-wifery, a six months duration course as prescribed by Indian Nursing Council (for Male Nurse).
Desirable: One year's experience.
(d) Age Limit: 21 to 35 years.
Relaxation: Up-to 03 years for OBC Candidates and 05 years for SC/ST candidates.

- 2) Category No. 2 -: Optometrist.
(a) No. of post: 01 = (UR).
(b) Pay: Pay Band-I Rs. 5,200/- to 20,200/- with Grade Pay of Rs. 2,800/- in Pre-revised Pay Scale as per 6th CPC (subject to revision of Pay and Other Admissible Allowances as per 7th CPC).
(c) Essential Qualification: Degree in Optometry (four years duration) from a recognised University.
(d) Age Limit: Between 18 and 30 years (Relaxable for Government servants up to the age of 40 years in the case of General candidates and up to 45 years in the case of candidates belonging to the Scheduled Castes or Scheduled Tribes in accordance with the instructions/ orders issued by Central Government from time to time).

GENERAL INFORMATION & INSTRUCTION FOR APPLICATION TO THE ABOVE POSTS

1. Number of vacancies mentioned herein may vary (Increase or Decrease) depending upon the Administrative exigencies.
2. Name of selected candidates as well as reserved list will be prepared from 1 mentioned above.
3. The crucial date of determining eligibility of all candidates in every respect like age limit, essential qualification and proof of age as on the closing date of receipt of application i.e. **28th October, 2016.**
4. (i) Candidates employed in Government service should send their application through proper channel. However, they may send an advance copy to reach this Office before closing date. Application through proper channel must reach this Office by 28th October 2016 along with "No Objection Certificate"
5. Age Relaxation for Government Employees: Candidates seeking age relaxation under this Para should submit certificate issued after the date of advertisement from his/her employer on the Office's Letter Head to the effect that he or she is a regularly appointed Government Servant and not an ad-hoc/temporary/daily wages/hourly paid/contract basis employee who has rendered not less than three years continuous service on regular basis as on Closing date i.e. **28th October, 2016.** Age relaxation for SC / ST candidates is as per existing Government Rules.
6. Candidates seeking reservation as OBC status: (i) The candidate should furnish the relevant OBC Certificate in the prescribed format for Central Government jobs.
(ii) The Certificate that he/she does not belong to the persons/sections (Creamy Layer) should have reference to Government of India DOPT OM No. 36033/3/2004-Estt (Res) dated 14-10-2008.

(iii) Submit a declaration in the prescribed format given below.

OBC DECLARATION :

I son / daughter of Shri/Smt 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 order contained in Department of Personnel & Training Office Memorandum No. 36012/22/93-Estt (SCT) dated 8-9-1993. It is also declared that I do not belong to the persons/section (creamy layer) mentioned in column 3 of scheduled to the above referred OM dated 08-09-1993. O.M. No. 360133/3/2004-Estt(RES) dated 09-03-2004 and OM No. 360133/3/2004-Estt. (RES) dated 14-10-2008.

Date: -

Place:-

Signature

Full Name

Address

7. Candidates belonging to OBC but coming in the creamy layer should indicate their category as GENERAL.

8. Submission of Application :

The application in the prescribed format given herewith duly supported with self-attested photocopies of all certificates and mark-sheets should be sent by Speed Post/Registered Post to the following address: Additional Director, Central Government Health Scheme, 6-Esplanade East, (Ground Floor), Kolkata – 700069 to reach this Office on or before **28th October, 2016**. The Envelop should be Superscribed as “Application for the post of Staff Nurse Grade – I in CGHS, Kolkata ‘ or’ Application for the post of Optometrist in CGHS, Kolkata” as the case may be.

(ii) Applications forms may also be downloaded from the website : www.cghskolkata.nic.in

(iii) In case of applicants residing in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikim, Jammu & Kashmir, Lahaul & Spiti District of Pangi Sub-division of Chamba District of Himachal Pradesh, Andaman & Nicobar Island & Lakshadweep the closing date is **14th November, 2016**.

9. Call letters for the Written Test will be sent to the eligible applicants after scrutiny of the Applications.

10. Invalid Applications : An application will be summarily rejected for :

i) Not conforming to the official format/ having incomplete information/misrepresentation of facts/left unsigned/without an attested photograph.

ii) Without self- attested photocopy of the following as enclosure :

a) Matriculation or equivalent certificate in support of their declaration of age :

(Age of Admit Card /Mark Sheet will not be accepted).

b) Mark Sheet of Matriculation or equivalent Examination passed.

c) Mark Sheet and Certificate of Higher Secondary or equivalent Examination passed.

d) Mark Sheet of Diploma or Degree Examination passed.

e) Degree or Diploma Certificate or other Certificates in support of their educational qualification.

f) Registration Certificate of Pharmacy Council.

g) Caste Certificate for candidates belonging to SC/ST or OBC issued by the Competent Authority and OBC declaration format for OBC candidates in the given format.

h) Experience Certificate.

iii) Applications received in this office beyond the last date of receipt.

FORMAT OF APPLICATION

ENTRY NUMBER: _____ (For Office Use Only)

(FOR RECRUITMENT IN THE OFFICE OF THE ADDITIONAL DIRECTOR CGHS KOLKATA)

LAST DATE OF RECEIPT OF APPLICATION: - **28th OCTOBER 2016**

POST OF _____

Affix recent
passport size self
attested photo

1. NAME OF THE APPLICANT :

(IN BLOCK LETTERS)

2. FATHER'S / GUARDIAN NAME :

3. SEX :

4. RELIGION :

5. CATEGORY : UR / OBC / SC / ST

(Put tick mark () in the appropriate category)

6. NATIONALITY :

7. MARITAL STATUS :

8. DATE OF BIRTH

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9. AGE _____ Years _____ Months _____ Days

10. IS THERE ANY AGE RELAXATION BEING CLAIMED : Yes / No

IF YES, THEN THE REASON FOR SUCH CLAIM:

11. ADDRESS FOR COMMUNICATION WITH PINCODE :

CONTACT NO (LANDLINE / MOBILE / EMAIL) :

12. PERMANENT ADDRESS WITH PIN CODE : :

13. EDUCATIONAL QUALIFICATION:

14. EXPERIENCE, (IF ANY) :

15. DETAILS OF ENCLOSURE(S) :

FULL SIGNATURE OF THE APPLICANT WITH DATE