



**JANAKPURI SUPER SPECIALITY HOSPITAL SOCIETY
(AN AUTONOMOUS INSTITUTE)
UNDER GOVT. OF NCT OF DELHI
C-2B, JANAKPURI, NEW DELHI - 110058**

Website: www.jsshs.org Website: www.health.delhigovt.nic.in
Email: janakpurijssh@yahoo.com Contact us: 011-28504100

F.3 (149)/JSSH/Estt./2013/Vol – II/228

Dated :- 10/01/2018

WALK-IN-ASSESSMENT

Janakpuri Super Specialty Hospital Society (JSSHS) is an Autonomous Institute under the Govt. of NCT of Delhi having Cardiology, Neurology, Nephrology and Gastroenterology departments with state of the art non-invasive facilities in Cardiology and Neurology as well as endoscopic services in Gastroenterology. It has automated and quality diagnostic Laboratories with 'NABL' accreditation. JSSHS received FICCI Healthcare Excellence Award 2014 in Customer Service Improvement in Public Sector.

Applications are invited for Walk in Assessment for filling up the **25 vacant posts of Senior Residents** as per details below **on Ad-hoc basis for 89 days** till the posts are filled by regular candidates whichever is earlier or under Residency Scheme (Govt. of India) in **Janakpuri Super Speciality Hospital Society**.

Opening Date for receipt of application :	10/01/2018
Last Date to Pay Fee (through online gateway (SBI Collect) link available at the hospital website www.jsshs.org under Career & Opportunities option, no other mode of payment is accepted) :	19/01/2018 upto 04:00 PM
Closing date of Submission of Application (Hard copy of Application and necessary documents with attached photocopy of fee payment slip) :	20/01/2018 upto 04:00 PM
Interview of Senior Resident :	25/01/2018 at 11:00 AM (Onward)

1. Number of Vacancies: -

S. No.	Name of the Department	UR	OBC	SC	ST	Total No. of posts
1.	Anesthesia	-	-	1	-	1
2.	Cardiology	-	3	2	-	5
3.	Gastroenterology	-	-	1	1	2
4.	Nephrology	-	2	2	-	4
5.	Neurology	3	4	1	1	9
6.	Radiology	2	1	1	-	4
	Total	5	10	8	2	25

[Relaxation & Reservation for person with disabilities (PwD) candidates as per Govt. of India rules.]

2. Qualification: - MBBS with post graduate Degree/Diploma/DNB in the concerned specialty for Radiology, MD/DNB (Medicine/Pediatrics) for Cardiology, Gastroenterology, Neurology and Nephrology from a recognized University/Institution and should have a valid registration with Delhi Medical Council and the candidate must not have completed 03 years Senior Residency in any recognized institution including Regular and Ad-hoc period.

Amr

Continue.....2/-

3. **Emoluments:** - As per 7th CPC Pay Matrix Level 11, Pay Rs. 67700 plus allowances as admissible under the rules.
4. **Age Limit:-** Age as on 31st December, 2017, 40 years for General category, 5 years relaxable for SC/ST and 3 years for OBC Candidates (**belonging to Delhi only**) and for PwD as per admissible rules of Govt. of NCT of Delhi/GOI.
5. **Tenure:-** The tenure of senior residents is for a period of 03 years including any service rendered as senior residents earlier on ad-hoc/regular basis in any recognized institution. The appointment will be initially for 89 days and extendable up to a maximum period of 03 years subject to satisfactory performance of work and conduct report.

Terms and Conditions:-

- i. In case of non availability of fresh candidates, the candidates who have completed 03 years of senior residency may also be allowed to appear in the interview as fresh candidates.
- ii. Separate merit list would be prepared for the candidates who have completed their senior residency for 03 years.
- iii. Firstly the list containing the names of the fresh candidates would be exhausted for the appointment and the second list would be used only after that.
- iv. All appointment of residents from the second list will be for 1 (One) year only, it would not be renewable after one year.
- v. The vacancy may vary as per JSSHS requirement.

Other conditions and requirements:-

- i. All the candidates should report in the office of the Director, JSSHS at 09.00 A.M. to 10.00 A.M. on the day of interview.
- ii. SC/ST certificates issued from Judicial/Revenue authorities shall only be accepted.
- iii. For candidates applying for OBC category, the certificate must be issued by the Competent Authority of Govt. of NCT of Delhi. Further, the certificate must have been issued before the date of interview.
- iv. Candidates must have acquired requisite qualification on or before closing date of receipt of application i.e. 20/01/2018.
- v. Candidates who have not acquired/will not acquire the educational qualification as on the closing date of receipt of application will not be eligible and need not apply.
- vi. For person with disability (PwD) candidate age relaxation will be as admissible as per Govt. of India rules and also required to submit Disability Certificate issued by a recognized Disability Board.
- vii. The candidates who are already in Govt. service should submit an NOC from the employer.
- viii. Candidates are required to submit copies of relevant documents and also to bring all original certificates and testimonials along with two passport size photographs on the date of interview.
- ix. The posts will be filled up in phases as per availability of vacancies.

- x. Other service conditions will be applicable as per service conditions prescribed from time-to-time by the Govt. of NCT of Delhi.
- xi. Appointment shall be subject to medical fitness and verification of certificates/ documents.
- xii. **Application fee Rs. 500/- for General Category, Rs. 300/- for OBC Category and Rs. 250/- for the SC & ST Category and no fee for PwD/Ex-serviceman candidates through online gateway (SBI Collect) link available at the hospital website www.jsshs.org under Career & Opportunities option, no other mode of payment is accepted.**
- xiii. **Only one application will be acceptable for one discipline. Candidate wants to apply for more than one should apply separately alongwith application fee.**
- xiv. The applicants, who do not have requisite qualifications up to the last date for submission of applications, will not be considered.
- xv. Applications lacking complete information as per the proforma and non-remittance of requisite application fee as well as failure in submission of copies of relevant documents will liable to be rejected without any communication.
- xvi. The application received after due date and time will not be entertained. The Hospital administration shall not be responsible for any delay in submitting Application.
- xvii. Any canvassing by or on behalf of the candidate or any outside influence in any form with regard to selection will lead to disqualification.
- xviii. The appointment will be terminated if any declaration/information furnished is found false or any material/fact is suppressed willfully.
- xix. The decision of the Chairman of the Selection board regarding selection of the candidates will be final and no representation will be entertained in this regard.
- xx. 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. at any stage of the recruitment process.
- xxi. The candidates should not have been convicted by any court of law.
- xxii. **Jurisdiction of Dispute: - In case of any legal dispute the jurisdiction of court will be Delhi/New Delhi only.**
- xxiii. **The Hospital Authority reserves the right to alter/cancel the number of posts advertised at any stage. Any corrigendum will be published only on the website of the hospital.**
- xxiv. **No TA/DA will be paid for appearing in the interview.**
- xxv. The list of selected candidates will be displayed on hospital's website at www.jsshs.org under Career & Opportunities AND www.health.delhigovt.nic.in under Vacancy & Results.


[DR. ASHOK KUMAR]
MEDICAL SUPERINTENDENT

The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry should be supported by a valid receipt or invoice. This ensures transparency and allows for easy verification of the data.

Furthermore, it is noted that the records should be kept in a secure and accessible format. Regular backups are recommended to prevent data loss in the event of a system failure or disaster. The document also mentions the need for periodic audits to ensure the integrity and accuracy of the information stored.

In addition, the text highlights the role of technology in streamlining record-keeping processes. Modern accounting software can automate many tasks, reducing the risk of human error and saving valuable time. However, it is stressed that users must be properly trained to utilize these tools effectively.

Overall, the document serves as a comprehensive guide for anyone responsible for financial record-keeping. It provides clear instructions and best practices to ensure that all records are maintained in a professional and compliant manner.

[Faint signature or stamp]

IMPORTANT INSTRUCTIONS FOR FILLING APPLICATION FORM

1. **Please download and fill correct application form only.**
2. All entries must be made in CAPITALS & should be LEGIBLE.
3. **Email id and Telephone numbers must be valid and easily readable.**
4. All supporting documents should be self attested.
5. All supporting documents should be attached in the order specified.
6. Incomplete/ illegible applications shall be summarily rejected.
7. Applications in the prescribed format along with the online fees submission receipt and self-attested copies of the certificates should reach the Office of the **Director, Administrative Block, 1st Floor, Janakpuri Super Speciality Hospital Society, C-2B, Janakpuri, New Delhi – 110058, contact Details:- (011-25552023) on or before 20/01/2018 till 04:00 P.M.** Application received later for whatever reasons shall not be entertained.

IMPORTANT DATES

Opening Date for receipt of application :	10/01/2018
Last Date to Pay Fee (through online gateway (SBI Collect) link available at the hospital website www.jsshs.org under Career & Opportunities option, no other mode of payment is accepted) :	19/01/2018 upto 4:00 PM
Closing date of Submission of Application (Hard copy of Application and necessary documents with attached photocopy of fee payment slip) :	20/01/2018 upto 04:00 PM
Reporting time for interview :	25/01/2018 (09:00 AM to 10:00 AM)
Interview of Senior Residents :	25/01/2018 at 11:00 AM (Onward)



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APPLICATION FORM

Affix a passport
size photograph

Advt. No.:- F.3(149)/JSSH/Estt./2013/Vol-II/228, Dated 10/01/2018.

1. Application for the Post of: **Senior Resident** (_____)

2. Name of the Applicant _____

Details of Online Payment		Tick the Applicable Category
Transaction ID No./Serial No.		UR / SC / ST / OBC(Delhi Only)
Amount:		(Enclose proof of Caste Certificate issued by Competent Authority)
Dated:		

3. Father's and Mother's Name : _____

4. Details of family:-

S. No.	Name	Age	Relationship

5. Date of Birth : _____

6. Age as on 31/12/2017:

Years	Months	Days

7. Present Address: - _____

Telephone/ Mobile No. _____ E-mail: _____

8. Permanent Address: - _____

Telephone/ Mobile No. _____ E-mail: _____

9. Nationality: _____

10. Permanent MCI /DMC/ State Medical Council Registration No. & Place of Registration:
MBBS:

MD/MS/DNB:

DM/M.Ch/DNB: State Medical Council Registration No:

11. Details of Educational Qualifications:

Name of Examination	No. of Attempts	Maximum Marks with Marks Obtained	% of Marks	Month/Year of Passing	College & University

12. Experience: Experience certificate (to be attached) issued by the competent authority clearly indicating dates (from and to) **stating the nature of the job** and required details. (Particulars of Employments held should be given in chronological order):

SI. No.	Name of the Employer and Address	Post Held	From	To	Nature of work performed or being performed

13. Have you ever been arrested? : Yes/No

Have you ever been prosecuted : Yes/No

Have you ever been kept under : Yes/No
detention?

Have you even been bound down?: Yes/No

Have you ever been find by a : Yes/No
Court of law?

Have you ever been convicted : Yes/No
by a court of law?

Is any case pending against you : Yes/No
in any court of law?

Have you ever been involved in : Yes/No
any Police or Criminal Case?

14. Any other information you wish to add:

15. Check List: (Please tick in the box given below **as proof of enclosures**. All Certificates must be self-attested and be attached in the following order :

- | | |
|---|--------------------------|
| (i) Certificate in support of age (10 th) | <input type="checkbox"/> |
| (ii) Certificate of Educational Qualification. | <input type="checkbox"/> |
| (iii) Copy of DMC registration. | <input type="checkbox"/> |
| (iv) Internship Completion Certificate. | <input type="checkbox"/> |
| (v) SC/ST/OBC (Delhi Only) certificate in prescribed format of Govt. of India | <input type="checkbox"/> |
| (vi) Physically handicapped Certificate. | <input type="checkbox"/> |
| (vii) Experience Certificate, If any. | <input type="checkbox"/> |
| (viii) Any other Certificate. | <input type="checkbox"/> |

DECLARATION

1. I hereby declare that the entries in this form and the additional particulars, if any, furnished herewith are true to the best of my knowledge and belief.
2. I have 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.

Place:

Date:

(Signature of the Applicant)

Candidate Full Name:

UNDERTAKING

**(FOR THE POST OF SENIOR RESIDENT IN JANAKPURI SUPER SPECIALITY HOSPITAL SOCIETY, C-2B,
JANAKPURI, NEW DELHI – 110058)**

(TICK CORRECT OPTION & STRIKE OFF WHICHEVER IS NOT APPLICABLE)

I Dr..... S/o, W/o, D/o,

R/o..... Hereby

solemnly declare that:

1. I have not done Senior Residency at any govt. Hospital/Institution in India.

OR

I have done Senior Residency at (name & address of place).....
From..... to..... i.e. a period ofyears andmonths

2. I am registered in the Delhi Medical Council.

OR

I have applied/provisionally registered in Delhi Medical Council but shall get myself registered within one month of selection and my salary may be released only on submission of DMC Registration as Graduate Doctor.

If the information given above is found false/incorrect my candidature/service may be terminated and action as per rules/laws may be initiated.

Date.....

Signature:

Place:

Name: