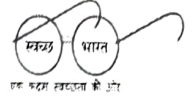


INSTITUTE OF HUMAN BEHAVIOUR & ALLIED SCIENCES (IHBAS)



Hospital based autonomous academic Institute, under
Government of National Capital Territory of Delhi dealing with
"Brain- Mind Problems & Their Solutions"
Dilshad Garden, Delhi 110 095 (India)



Tel.: 22597750 , E-mail: jdaihbass@gmail.com Website: www.ihtbas.delhigovt.nic.in

Adv. No: 07/2022/Estt./IHBAS/ 5019

Dated: 12.05.2022

RECRUITMENT NOTICE

Subject: Post of Senior Residents filled on Regular/Tenure basis and posts of Assistant (Retired person) & Personal Assistant (Retired person) on contractual basis.

1. Applications are invited for the following posts of Senior Resident on Regular/Tenure and posts of Assistant (Retired person) and Personal Assistant (Retired person) on Contractual basis:

Sl.	Name of Post	No. of Posts	Method of Recruitment
1	Senior Resident (Psychiatry)	11 (SC:01; ST:02; OBC:06; EWS:02)	Regular/Tenure
2	Senior Resident (Neurology)	03 (SC:01; OBC:01; EWS:01)	Regular/Tenure
3	Senior Resident (Neurosurgery)	04 (UR:02; SC:01; OBC:01)	Regular/Tenure
4	Senior Resident (Microbiology)	01 (SC:01)	Regular/Tenure
5	Senior Resident (Neuro-radiology)	02 (ST:01; OBC:01)	Regular/Tenure
6	Senior Resident (Neuro-anesthesia)	06 (UR:01; SC:01; OBC:03; EWS:01)	Regular/Tenure
7	Senior Resident (Neuro- psychopharmacology)	02 (SC:01; EWS:01)	Regular/Tenure
8	Senior Resident (Neurochemistry)	02 (UR:01; OBC:01)	Regular/Tenure
9	Senior Resident (Emergency Laboratory)	02 (OBC:01; EWS:01)	Regular/Tenure
10	Assistant (Retired person)	05	On contractual basis
11	Personal Assistant (Retired person)	02	On contractual basis

2. For details of Eligibility criteria, Pay/Consolidated remuneration., Application Format etc. please visit our website (www.ihtbas.delhigovt.nic.in).

3. Applications duly filled along with attested copies of required/supporting documents must be sent to Office of the Joint Director (Admin), IHBAS, Dilshad Garden, Delhi – 110095 on or before 30.05.2021. Application received in IHBAS after this date will not be entertained.

4. Institute reserves the right to increase/decrease, fill or not to fill any/all the vacancies or cancel the advertisement without assigning any reason thereof.

(Col. Maneesh Puri)
Joint Director (Admn)

MENTAL ILLNESSES ARE TREATABLE

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ELIGIBILITY CRITERIA

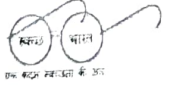
IHBAS INVITES APPLICATIONS FOR APPOINTMENT TO VARIOUS POSTS OF SENIOR RESIDENT (NEUROSURGERY) & SENIOR RESIDENT (NEURO-ANESTHESIA) (ON REGULAR/TENURE BASIS)

Name of Post:	Senior Resident Pay Matrix Level-11 (Rs.67700 - Rs.208700) + NPA and other usual allowances as admissible under the rules.
Qualification:	For Sl.No. 01 to 08 Recognized Post Graduate Degree (MD/MS/DNB)/Diploma in the concerned specialty. For Sl.No. 09 Senior Resident (Emergency Laboratory): Recognized Post Graduate Degree (MD/DNB) in Pathology/Microbiology/Biochemistry/Laboratory Medicine) from a MCI recognized Institution/ Medical College.
Age:	Upper age limit is 40 Years (relaxable upto five years for SC/ST, three years for OBC and ten years for PWD candidates) as on last date of receipt of applications. OBC certificate issued by the Authority of Delhi Govt. only will be accepted. NOTE: <ol style="list-style-type: none">The post is temporary and he/she will be appointed on officiating basis only on tenure of 01 year extendable for a period of three years including any service rendered as Senior Resident earlier on ad-hoc/regular basis in any Institution any where in India.Registration with Delhi Medical Council is mandatory.In the Specialities where there is perpetual shortage like Radiology, Anaesthesia etc. or in specialities where no fresh candidates are available, candidates who have completed 3 years senior residency but are willing to serve as Senior Residents may also be allowed to appear in the interview.Separate merit list for fresh candidates and for others (those who have completed 3 years of senior residency already would be prepared.Firstly, the list containing names of fresh candidates would be exhausted for appointment as senior residents and the second list would be used only after that.Further, all senior residents appointments from second list will be for one year only. It would not be renewable after one year.The Tenure for the post of Senior Resident will be 03 years with no right accruing to the incumbents for regularization as per the residency scheme of Govt. of India.The Appointing Authority however reserves the right of terminating the services of the appointee forthwith or before the expiry of the stipulated period. Individual will be required to give minimum one month notice before resigning from the post or deposit one month's salary in lieu of notice period. Private practice of any kind whatsoever is strictly prohibited

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Application form for the post of Senior Resident on Regular/Tenure basis in the Department of

Pay Order/DD No. _____

Date _____

1. Full Name (IN BLOCK LETTERS) _____

2. Father's/Husband's Name _____

3. Date of birth _____

4. Permanent Address _____

Recent Passport Size
Photograph

5. Correspondence Address _____

6. Contact No & e-mail : _____

7. MCI/Delhi Medical Council Registration No. _____

8. Academic Qualifications

Examination Passed	Division/% of marks	Board/University	Year of Passing	Subject Taken	No. of attempt

9. Sex: Male Female

10. Marital Status: Married Unmarried

11. Category: General OBC SC ST PWD EWS

12. Date of completion of internship _____

13. Senior/Junior-Residency done if any (Name, Institution and Duration) _____

** Attach separate sheet if space is not sufficient.*

I certify that the information provided above is true. In case of any false information, the application will be rejected.

Signature of the Applicant

Place:

Date:

Please Note:-

Enclose attested photocopy of the certificates

Information to the Candidates for the post of Senior Resident

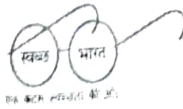
1. Please attach attested copies of all certificates [SSC (Xth certificate for DOB); PG Degree/Diploma; MBBS (passing certificate (provisional/degree); MD/ MS/ DNB/Diploma mark sheets; Internship Completion certificate; Attempt Certificate; Delhi Medical Council registration] /Category certificate etc. with application form.
2. The cut off date for age, qualification, experience and last date of submission of filled in applications will be date of interview to the post.
3. Candidate applying for the post mentioned in the advertisement may enclose a **Demand Draft/Pay order for Rs. 500/- in favour of Director, IHBAS, Delhi with application form for the post of Senior Resident**. The fee is non refundable. No fee is to be paid by SC/ST/PH candidates.
4. Application forms not accompanied by the requisite processing fee shall not be considered and will be rejected without assigning any reason.
5. In case of SC/ST/OBC/EWS/PH Category the applicant should be in possession of appropriate certificate issued by competent authority. **However, OBC certificate issued by the Authority of Govt. of NCT of Delhi only will be accepted.**
6. No TA/DA shall be payable to applicant for any journey performed for attending the interview.
7. No enquiry personal or in writing for recruitment shall be entertained.
8. The application form shall be summarily rejected in case it is found incomplete in any respect or is not accompanied by fee of appropriate value described above.
9. Institute reserves the right to increase/decrease, fill or not to fill any/all the vacancies.
10. Upper age limit is relaxable for Scheduled Caste, Scheduled Tribe and Other Backward Classes and PWD Candidates as per rules.
11. Canvassing in any form will disqualify the candidate.
12. Private practice of any kind whatsoever is strictly prohibited.

Joint Director (Admn)

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No. F.2/4132/2020/Estt./IHBAS/

Dated:

RECRUITMENT NOTICE

ENGAGEMENT OF RETIRED GOVERNMENT EMPLOYEES AS ASSISTANT (RETIRED PERSON) ON CONTRACTUAL BASIS IN IHBAS

Applications are invited for engaging Retired Government employees as **Assistant (Retired person)** against vacant posts of Assistant, purely on contractual basis initially for a period of one year, extendable further depending upon the requirement of IHBAS and performance of the candidate or till the posts are filled up by deputation/promotion whichever is earlier. Eligibility criteria for the aforesaid post are as under:

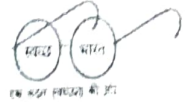
- | | | |
|--|---|---|
| (i) Category | : | Assistant |
| (ii) Name of the post | : | Assistant (Retired person) |
| (iii) No. of posts | : | 05 (Five) |
| (iv) Minimum Grade Pay/Pay Matrix
Level on regular service in respective
grade at time of retirement | : | Pay Matrix Level-6/7 (as per 7 th CPC) |
| (v) Post held at the time of retirement: | | Assistant/Head Clerk/ Section Officer/ Office
Superintendent etc. |
| (vi) Experience | : | Administration/Establishment, Vigilance matters,
Legal and Court Cases, Purchase matters etc. |
| (vii) Computer Knowledge
Excel. | : | Candidate should be well conversant with the
knowledge of Computer – especially in Word &
Excel. |
| (viii) Age Limit | : | Less than 62 years (Age limit shall be reckoned on
the date of publication of Recruitment Notice in
Employment News). |

The interested and eligible candidates may apply in prescribed Application Form which is enclosed herewith as per **Annexure-A**. The application duly filled along with attested copies of required/supporting documents must be reached to The Joint Director (Admn), IHBAS, Dilshad Garden, Delhi-110095, on or before **30.05.2022** The Terms & Conditions for engagement are enclosed herewith as per **Annexure-B**.

(Col. Maneesh Puri)
Joint Director (Admn)

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ENGAGEMENT OF RETIRED GOVERNMENT EMPLOYEES AS PERSONAL ASSISTANT (RETIRED PERSON) ON CONTRACTUAL BASIS IN IHBAS

Applications are invited for engaging Retired Government employees as **Personal Assistant (Retired Person)** against vacant posts of Personal Assistant purely contractual basis initially for a period of one year, extendable further depending upon the requirement of IHBAS and performance of the candidate or till the posts are filled up by deputation/promotion whichever is earlier. Eligibility criteria for the aforesaid post are as under:

(i)	Category	Personal Assistant
(ii)	Name of the post	Personal Assistant (Retired person)
(iii)	No. of posts	02 (Two)
(iv)	Minimum Grade Pay/Pay Matrix Level on regular service in respective grade at time of retirement	Pay Matrix Level-6/7 (as per 7 th CPC)
(v)	Post held at the time of retirement:	Personal Assistant or equivalent
(vi)	Experience	Secretarial/Administration matters etc. Persons who have served in the similar capacity with high ranked officers on crucial appointments and higher proficiency in English Language will be given due weightage.
(vii)	Computer Knowledge	Candidate should be well conversant with the knowledge of Computer – especially in Word & Excel.
(viii)	Age Limit	Less than 62 years (Age limit shall be reckoned on the date of publication of this Recruitment Notice)

2. Interested and eligible candidates may apply in prescribed Application Form which is enclosed herewith as per **Annexure-A**. The applications The application duly filled along with attested copies of required/supporting documents must be reached to The Joint Director (Admn), IHBAS, Dilshad Garden, Delhi-110095, on or before **30.05.2022** The Terms & Conditions for engagement are enclosed herewith as per **Annexure-B**.

(Col. Maneesh Puri)
Joint Director (Admn)

Terms & Conditions for engagement of retired Government Official as Assistant (Retired person) and/or Personal Assistant (Retired person) purely on contractual basis

1. The engagement of retired Government servant as Assistant (Retired person) and/or Personal Assistant (Retired person) should be against a vacant sanctioned post. The consultant would be on full-time basis and they would not be permitted to take up any other assignment during the period of consultancy.
2. The engagement of candidate against the above posts should initially be for a period of one year or till post is filled up by deputation whichever is earlier. However, it can be extended further subject to satisfactory performance of the consultant and depending upon the specific job and time frame for its completion. The maximum age limit of engagement as consultant shall be 65 years.
3. **The amount of monthly consolidated remuneration in the case of retired Government officials appointed to the above posts shall be Last Pay minus Basic Pension plus DA at the applicable rate. However, a retired Government official appointed to the post shall continue to draw pension and the dearness relief thereon during the period of his engagement as above posts. His/Her engagement shall not be considered as a case of re-employment.**
4. The selected candidate for the above post shall not be entitled to any allowance such as House Rent Allowance, reimbursement of call charges of Residential Telephone/Mobile, Transport facility, Residential Accommodation, Personal Staff etc.
5. No Government vehicle shall be provided to the official.
6. Institute reserves the right to increase/decrease, fill or not to fill any/all the vacancies or cancel the advertisement without assigning any reason thereof.
7. No TA/DA shall be admissible for joining the assignment or on its completion. Selected candidate will not be allowed foreign travel at government expenses. However, he/she shall be allowed TA/DA for their travel inside the country in connection with the official work, if any, as per their entitlement as on the date of retirement.
8. He/she shall be eligible for 08 days leave in a calendar year on pro-rata basis. Therefore, selected candidate shall not draw any remuneration in case of his/her absence beyond 08 days in a year (calculated on (pro-rata basis). Also un-availed leave in a calendar year cannot be carried forward to next calendar year.
9. The engagement for above post is of a temporary nature and the engagement can be cancelled at any time by the department without assigning any reason.
10. Before engaging any retired Government servant as Assistant (Retired person) and/or Personal Assistant (Retired person) the Administrative Department should ensure that the retired official is clear from Vigilance angle.
11. His/Her appointment will not be permitted take any other assignment during the period of contract appointment with IHBAS. He/She can be required to work on holidays also, if need be, for which not additional remuneration will be paid.
12. He/She will not be entitled for any other facilities i.e. reimbursement of medical expenses, Leave Travel Concessions (LTC) etc.
13. He/She may be asked to perform any duties as and when assigned by higher authorities and that he/she shall discharge duties assigned to him/her with full responsibility and to the full satisfaction of higher authorities.
14. His/Her appointment will be purely on contract basis and he/she will have no right to claim for regular appointment as no such post exists in the department.
15. He/She shall do his/her work independently in IHBAS as is generally done by a regular Assistant and/or Personal Assistant in any Govt. Office, and seek no help of any DEO/other person for typing work for his day-to-day office work whichever shall be assigned to him/her by the Institute.