

North Eastern Indira Gandhi Regional Institute of Health & Medical Sciences,
Shillong

ADVERTISEMENT No.NEIGR-E.II/34/2006/Pt-(iv) Dated 4th November 2009

Applications are invited in the prescribed proforma for the following posts in North Eastern Indira Gandhi Regional Institute of Health & Medical Sciences, Shillong to be filled up by **deputation**.

SI No. 1 : Registrar
No. of posts : 1 (One)
Scale of pay : Rs. 12000 - 16500/- (Pre-Revised)
PB-3 of Rs.15, 600-39100/- Grade Pay Rs.7, 600/- (Revised)

Eligibility Criteria:

Officer from Central/State Governments, Autonomous Organizations, Research Institutions, Universities, Statutory Bodies holding

- (A) i) analogous posts on regular basis, or
ii) with five years regular service in the scale of Rs. 10,000-325-15200/- (Pre-revised), or equivalent, or
iii) with ten years regular service in the scale of Rs. 8000-275-13500/- (Pre-revised) and
- (B) should be a Graduate preferably Postgraduate in Science and have at least seven years experience in University/Teaching Institution in the area of Administration including conduct of Examination and Admission at Graduate and Post graduate level, preparation and arrangement of academic and teaching programmes in Undergraduate and Postgraduate medical course.

SI No. 2 : Chief Security Officer
No of posts : 1 (One)
Scale of pay : Rs.10, 000 -15,200/- (Pre-Revised)
PB-3 of Rs.15, 600-39100/- Grade Pay Rs.6, 600/- (Revised)

Eligibility Criteria

1. Officer of the Police Department of State/Central/Union Territory Governments or Officer of the Para Military Forces holding analogous posts on regular basis or with 10 years regular service in the post in the pay scale of Rs. 9300-34800 in Pay band – 2 and Grade Pay of Rs 4200/- or equivalent and preferably having experience connected with Security, handling agitations/strike of employees.

Sl.No. 3. : System Analyst
No. of Post : 1 (One)
Scale of pay : Rs.10, 000 -15,200/- (Pre-Revised)
PB-3 of Rs.15, 600-39100/- Grade Pay Rs.6, 600/- (Revised)

Eligibility Criteria:

Officer from Central/State Governments, Autonomous Organizations, Research Institutions, Universities, Statutory Bodies holding

- (A) i) analogous posts on regular basis, or
ii) with five years regular service in the scale of pay of Rs. 15600-39100/- in Pay Band-3 and Grade Pay of Rs 5400/-, or equivalent, and
- B. Possessing the following qualification and experience
- (i) Masters Degree in Computer Application/Computer Science or M.Tech(With specialization in Computer Application) or BE/B.Tech in Computer

- Engineering/Computer Science/Computer Technology of a recognized University or equivalent.
- (ii) Five years experience of Electronic Data Processing, out of which at least two years experience should be in actual programming.

OR

- (i) Degree in Computer Application/Computer Science or Degree in Electronic/Electronics and Communication Engineering from a recognised University or equivalent.
- (ii) Seven experience of Electronic Data Processing work, out of which at least three years experience should be in actual programming

Sl No. 4 : Assistant Registrar
No. of posts : 2 (Two)
Scale of pay : Rs. 8000 - 13500/- (Pre-Revised)
PB-3 of Rs.15, 600-39100/- Grade Pay Rs.5, 400/- (Revised)

Eligibility Criteria:

Officer from Central/State Governments, Autonomous Organizations, Research Institutions, Universities, Statutory Bodies holding

- (A) i) analogous posts on regular basis, or
ii) with 2/3 years regular service in the scale of Rs. 7500-12000/- (Pre-revised) Rs 7450-11500 (Pre-revised) or
iii) with five years regular service in the scale of Rs. 6500-10500/- (Pre-revised) or
iv) with eight years regular service in the scale of Rs. 5500-9000/- (Pre-revised) and
- (B) Possessing the following qualification and experience
i) Degree from a recognized University or equivalent
ii) Three years experience in dealing with admissions and conducting examination in a University or Educational Institution.

Sl No. 5 : Administrative Officer
No of posts : 1 (One)
Scale of pay : Rs. 8000 -13500/- (Pre-Revised)
PB-3 of Rs.15, 600-39100/- Grade Pay Rs.5, 400/- (Revised)

Eligibility Criteria:

Officer from Central/State Governments, Autonomous Organizations, Research Institutions, Universities, Statutory Bodies holding

- (A) i) analogous posts on regular basis, or
ii) with two years regular service in the scale of Rs. 7500-12000/- (Pre-revised), or equivalent, or
iv) with three years regular service in the scale of Rs. 7450-11500/- (Pre-revised) or
v) with five years regular service in the scale of Rs. 6500-10500/- (Pre-revised) and
- (B) And having at least five years experience in establishment and administrative work preferably in a hospital/medical Institution.

Sl.NO. 6 : Programmer
No. of Post : 1 (One)
Scale of pay : Rs. 8000 -13500/- (Pre-Revised)
PB-3 of Rs.15, 600-39100/- Grade Pay Rs. 5,400/- (Revised)

Eligibility Criteria:

Officer from Central/State Governments, Autonomous Organizations, Research Institutions, Universities, Statutory Bodies holding

- (A) i) analogous posts on regular basis, or
ii) with three years regular service in the scale of pay of Rs. 9300-34800/- in pay Band-2 with Grade Pay of Rs.4600/- or equivalent or
iii) with eight years regular service in the scale of pay of Rs.9300-34800/- in Pay Band-2 with Grade Pay of Rs.4200/-or equivalent and
- (B) Possessing the following qualification and experience
- (i) Masters Degree in Computer Application/Computer Science or M.Tech(With specialization in Computer Application) or BE/B.Tech in Computer Engineering/Computer Science/Computer Technology of a recognized University or equivalent.
- (ii) Four years experience of Electronic Data Processing work including experience of actual programming.

OR

- (i) Degree in Computer Application/Computer Science or Degree in Electronic/Electronics and Communication Engineering from a recognised University or equivalent
- (ii) Five years experience in Electronic Data Processing, out of which at least two years experience should be in actual programming

Sl.No. 7 : Optometrist/ Refractionist (Ophthalmic)
No. Of Posts : 2(Two)
Scale of Pay : Rs. 5500-9000/- (Pre Revised)
PB – 2 Rs.9300-34800/- GP Rs.4200/-(Revised)

Eligibility Criteria:

Officers working in analogous post in hospital under Central/State Govt. autonomous/Statutory bodies and PSU post on regular basis or 5 years as Ophthalmic Technician in the scale of pay of Rs. 4500-7000/- on regular basis preferably in a recognized Medical Institute/Hospital.

General Information

1. The period of deputation shall not exceed 3 (three) years including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other Organization/department of the Central Government
2. The maximum age limit is 56 (fifty six) years as on the closing date of receipt of applications.
3. The Officer selected on deputation will have the option to draw his grade pay plus deputation (duty) allowance in accordance with the Department of Personnel & Trg's O.M.No.2/12/87-Estt.(PII) dated 29.4.99 as amended from time to time.
4. The eligible and interested person may apply through proper channel on the prescribed proforma in duplicate. Their applications should reach the undersigned within 60 days of publication of advertisement. While forwarding the applications the employer/forwarding authority may ensure that the particulars of the candidates are verified and that they fulfill the eligibility conditions. The forwarding authority is requested to enclose their certified copies (each page) of last 5 years ACR dossiers, Integrity Certificate, vigilance clearance, statement of major/minor penalty imposed, if any, during the last ten years along with the application. Applications received after the last date of submission of applications and/or without vigilance clearance, statement of major/minor penalty imposed, if any, during the last ten years and CR dossiers will be rejected. Candidates will not be allowed to withdraw their applications once forwarded.

sd/-

Deputy Director (Admn.)

PROFORMA

1. **Name and Address :**
(In Block letter)

2a. **Date of Birth:**

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b. **Age as on the closing date of receipt of application:**

Year
 Months
 Days

3. **Date of retirement under Central/State Govt. rules:**

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4. **Category (Please tick ✓) :** SC ST OBC General

5. **Education Qualification:**
(attach attested copies)

Name of Examination/University	Name of Subjects	Percentage of Marks

6. **Whether educational and other qualifications required for the post are satisfied:** (If any qualification has been treated as equivalent to the one prescribed in the rules, state the authority for the same)

<u>Qualification/Experience required</u>	<u>Qualification/Experience possessed By the Officer.</u>
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Essential:

Desirable:

Please state clearly in the light of above entries whether you meet the requirements of the post (Please tick ✓) : YES NO

7. **Employment Details:**

a. **Details of employment in chronological order (Attach separate sheet if necessary duly authenticated by you & countersigned by employer)**

Office institute/ organization	Post held	From	To	Basic pay	Present Pay Scale	Pay

