

**WALK- IN - INTERVIEW**

The Lal Bahadur Shastri National Academy of Administration, Mussoorie intends to engage one Medical Officer on contract basis initially for a period of six months. The engagement will be purely on contract basis and selection will be made through Walk-in-interview to be held on 4<sup>th</sup> November, 2019 (Monday), 2019 at 16:00 hrs.

Name of post	-	Medical Officer
No. of post	-	01 post
Remuneration	-	Rs. 55,000/- p.m.

**Educational Qualifications and Experience:**

- i. MBBS degree from recognized Institution
- ii. Registration with State/Central Medical Council
- iii. One year compulsory rotatory internship (completed)

**Desirable qualifications:**

- i. Having atleast 1 year experience.
- ii. Any Post Graduate Degree/Diploma alongwith the above stated qualifications.


**Age Limit:**

- i. The age limit for appointment on contract basis shall not exceed 45 years and for retired person the age limit shall not exceed 65 years as on the date of interview.

**General instructions:**

1. The engagement is for a period of six months, which may be extended further if services required.
2. The eligibility of candidate will be determined as on the date of advertisement.
3. The candidate who fulfills the requirements may attend the Walk-in-interview along with an application in the prescribed format (**Annex – I**) and Original documents and self attested photocopies of certificates of qualifications, experience, compulsory rotatory internship, registration with State/Central Medical Council. A copy of the same may be mailed in advance to Administration Section, LBSNAA at the address - [adminsec.lbsnaa@nic.in](mailto:adminsec.lbsnaa@nic.in)
4. Applicants appearing with incomplete documents will not be entertained for the interview.
5. The competent authority reserves the right to postpone/cancel the recruitment exercise at any stage.

6. In case of large number of candidates reporting for interview, the competent authority, LBSNAA reserves the right to shortlist candidates by adopting appropriate criteria.
7. The selected candidates shall have no claim for appointment on regular basis by virtue of being appointed on contractual basis.
8. The candidate may report for walk-in-interview between 15:00 hrs to 16:00 hrs.
9. Interested candidates may also in their own interest ensure that they fulfill the eligibility conditions. Ineligible candidates will not be allowed to appear for interview. Verification of documents will be done before interview.
10. No TA/DA will be admissible for attending Walk-in-interview.
11. The candidates selected will have to perform night shift duty and field duty from time to time.



(Nandini Paliwal)  
Deputy Director (Sr.) &  
Incharge Administration

## APPLICATION PROFORMA

**FOR THE POST OF** \_\_\_\_\_

1. Name .....
2. Father's Name .....
3. Date of Birth (in Christian era): .....
4. Contact Details
  - Mailing Address .....
  - Permanent Address .....
  - Mobile No. ....
  - Email ID .....

5. Educational Qualifications with 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.)

	<b>Qualifications/ Experience required</b>	<b>Qualifications/Experience possessed by the Officer</b>
Essential	(1)	
	(2)	
	(3)	
	(4)	
Desired	(1)	
	(2)	

7. Please state clearly whether in the light of entries made by you above, you meet the requirements of the post.

8. Details of Employment, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient.

Office/Institution/ Organisation	Post held	From	To	Scale of Pay and Basic Pay* therein	Nature of Duties



9. Registration with State/Central Medical Council with details.
10. Nature of present employment, i.e., ad-hoc or temporary or quasi permanent or permanent.
11. In case the present employment is held, please state
  - a) The date of initial appointment .....
  - b) Period of appointment on deputation/contract .....
  - c) Name of the organization to which you belong .....
  - d) Total emoluments per month now drawn .....
12. Additional information, if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if the space is insufficient.
13. Whether belongs to SC/ST/OBC.
14. Remarks (The candidates may indicate information with regard to (i) Research Publications and Reports and Special Projects, (ii) Awards/Scholarship/Official Appreciation, (iii) Affiliation with the professional bodies/institutions/societies and (iv) any other information.

**(Note: Enclose a separate sheet if the space is insufficient.)**

I have carefully gone through the vacancy circular/advertisement and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post.

\_\_\_\_\_  
Signature of the candidate with date

Address: \_\_\_\_\_  
\_\_\_\_\_

Mobile/Telephone No. \_\_\_\_\_

E-mail address: \_\_\_\_\_

**Certificate to be furnished by the Employer/Head of Office/forwarding authority**

Certified that the particulars furnished by \_\_\_\_\_  
are correct and he possess educational qualification and experience mentioned in the vacancy  
circular.

**Also certified that:**

- (i) There is no vigilance case pending/contemplated against him.
- (ii) His complete ACRs for the last five years duly attested (on each page) are enclosed.
- (iii) His integrity is beyond doubt.
- (iv) No major/minor penalties have been imposed on him during the last 10 years.
- (v) List of major/minor penalties imposed during the last 10 years if any is enclosed. (Not Applicable)

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Department: \_\_\_\_\_

Office Seal: \_\_\_\_\_