

**NORTH EASTERN INDIRA GANDHI REGIONAL INSTITUTE OF HEALTH & MEDICAL SCIENCES, MAWDIANGDIANG, SHILLONG -793018.**

**Advertisement No. NEIGR E.III/15/2014/Pt.I dated the 21<sup>st</sup> August, 2017**

Applications are invited from eligible candidates for filling up the following Group 'B' & 'C' posts on direct recruitment. Eligible candidates are requested to submit their applications in the **prescribed format** along with attested copies of certificates & testimonials, two copies of recent passport size photograph. Indian Postal Order of Rs. 50/- being the application fee in favour of the "**Deputy Director (Admn), NEIGRIHMS, Shillong**" payable at Shillong (No application fee for ST/SC/Handicapped candidates). Candidates working in Govt. /Semi Govt./Public Sector Undertaking/Autonomous Institutions are requested to submit their applications through proper channel. Candidates should note that mere fulfilling of the minimum requisite qualifications & experience shown against each post bestows no right on them to be called for written test/interview. Only shortlisted candidates will be called for written test/interview as the Institute deemed fit. Only Indian citizens need to apply. Candidates who have already applied for the posts mentioned at S. 1 to 6 against the earlier advertisements need not apply again. Their applications that have been received in this institute will also be considered provided their applications have been made eligible.

Sl.	Name of post(s)	No. of post(s)	Pay Band & Grade Pay	Educational qualification & experience	Age Limit (as on closing date of applications)
1.	Estate Manager	1 - UR	PB -2 ` 9300-34,800/- GP ` 4,600/- (Pre-revised) <b>Pay Matrix Level – 7 of `44,900/- (Revised)</b>	1. B.E in Civil Engineering from a recognized University 2. Two years experience in management of Estate of a reputed concern	Not exceeding 35 years.
2.	Junior Perfusionist	2 - UR	PB-2 ` 9300-34,800/- GP ` 4,200/- (Pre-revised) <b>Pay Matrix Level- 6 of ` 35,400/- (Revised)</b>	<b>Essential:</b> 1. B.Sc Degree from a recognized University 2. Two years Post Graduate course in Perfusion Technology from a recognized institute. 3. 1 year compulsory internship after completion of postgraduate course in perfusion technology from a recognized Institute. 4. A minimum of 1 years working experience in independently conducting cardiopulmonary bypass (CPB) for open heart surgery in a reputed hospital/ Institute after completion of internship.  <b>Desirable:</b> Special skills/Training certificates from recognized Association/ Authority	Not exceeding 35 years.

3.	Health Inspector	3 -UR	PB -2 ` 9300 -34,800/-GP ` 4,200/-(Pre-revised) <b>Pay Matrix Level- 6 of ` 35,400/- (Revised)</b>	<b>Essential:</b> 1. B.A/B.Sc with 1 ½ years training course for Multipurpose Health Worker recognized by Nursing Council / DHS of a state. 2. Two years experience as Multipurpose Health Worker in a Teaching/ Health Institution. <b>Desirable:</b> Supervisory experience in service training.	Not exceeding 30 years
4.	Health Educator	2-UR	PB -2 `9300-34,800/-GP ` 4,200/-(Pre-revised) <b>Pay Matrix Level- 6 of ` 35,400/- (Revised)</b>	1. Degree from a recognized University 2. Diploma in Health Education from recognized Institution. 3. Experience for not less than 5 years in Health Education preferably in rural areas.	Not exceeding 35 years
5	Warden/Lady Warden	1-UR	PB -2 `9300-34,800/- GP `4,200/-(Pre-revised) <b>Pay Matrix Level- 6 of ` 35,400/- (Revised)</b>	1. Bachelor's Degree from a recognized university. 2. Certificate/Diploma in Hotel Management/House keeping/material Management/Public Relation/Estate Management. 3. Four years' experience as Assistant Warden or six years' experience as Housekeeper or in a similar capacity in a Hostel of reputed Institution/Nursing College.	Not exceeding 35 years.
6	Sanitary Inspector	4-(2-UR, 2-ST)	PB-1 `5200 -20200/- GP ` 2800/- (Pre-revised) <b>Pay Matrix Level - 5 of ` 29,200/- (Revised)</b>	<b>Essential:</b> Matriculation or its equivalent with a Certificate of Sanitary Inspector Training from a recognized Institute. <b>Desirable:</b> 3 years' experience in the relevant field.	Not exceeding 30 years
7	House Keeper	7-(4-UR, 3-ST)	PB-1 `5200 -20200/- GP `2800/- (Pre-revised) <b>Pay Matrix Level - 5 of ` 29,200/- (Revised)</b>	1. Bachelor's Degree from a recognized University. 2. Certificate/Diploma in Hotel Management /House Keeping/Material Management/Public Relation/Estate Management. 3. Four years, experience in Housekeeping or in a similar capacity in a Hostel of reputed Institution/Nursing College.	Not exceeding 30 years

8	Lower Division Clerk	9-(5-UR, 3-ST, 1-OBC)	PB-1 `5200 -20200/- GP `1900/- (Pre-revised) <b>Pay Matrix Level - 2 of ` 19,900/- (Revised)</b>	1.12 <sup>th</sup> Class or equivalent qualification from a recognized Board Or University. 2. A typing speed of 35 words per minutes in English on Computer. <b>(NB:</b> 35 WPM correspond to 10500 KDPH in an average of 5 keys depression for each word).	Not exceeding 30 years
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**General Information:**

1. Upper age limit is relaxable for Govt. servants up to 5 years in accordance with the instructions or orders issued by the Govt. of India.
2. Relaxation of upper age limit for SC/ST/OBC/Ex-serviceman/Handicapped/disabled candidates will also be allowed as per Govt. Rules, where reservations of posts are meant for these categories only.
3. Reservation for ST/SC/OBC and Physically handicapped will be as per Govt. of India norms.
4. Persons working under Central/State Government/Public Sector Undertakings/Autonomous organization should submit their applications through proper channel. They may, however, send an advance copy of the application along with enclosures which should reach before the prescribed last date.
5. Candidates applying against post reserved for OBC category must submit a valid (up-to-date) "Non Creamy Layer" certificate from the appropriate authority.
6. The decision of the Institute as to eligibility or otherwise of a candidate will be final.
7. The applicants, who do not have requisite qualifications up to the last date for submission of applications, will not be considered.
8. Canvassing of any kind will be a disqualification.
9. In case response to the post is large in number, screening will be restricted to those with higher percentage of marks.
10. Incomplete applications will not be considered.
11. Mere fulfilling the minimum educational qualification and experience doesn't bestow right to a candidate to be called for interview.
12. Institute reserves the right to reject or accept any candidature without assigning any reason thereof.
13. Due to dearth of quarters, the institute is not in a position to provide quarters to selected candidates. If quarters are not provided the officer will be entitled to House Rent Allowances (HRA) as per prescribed rules.
14. The number of vacancies indicated against each category of posts is provisional and may increase or decrease depending on the actual needs of the Institute.
15. The Institute will not be responsible for non-receipt/late receipt of any communication send by the candidates due to postal delay/lost in transit.
16. Complete applications may be sent in the prescribed proforma to the "**Recruitment Cell, Establishment Section - III**", **North Eastern Indira Gandhi Regional Institute of Health and Medical Sciences, Mawdiangdiang, Shillong - 793018** SUPERSCRIBING "Application for the post of ....."

Prescribed proforma of application form can be downloaded in PDF format from Institute's website <http://www.neigrihms.gov.in>.

**Last date of submission of Applications is one month from the date of publication of this advertisement in the Employment News.**

*Sd/-*  
Deputy Director (Admn)  
NEIGRIHMS, Shillong