

Pt. B.D. Sharma University of Health Science, Rohtak

Advt. No. UHSR/Rectt./05/2020


NOTICE

Applications on prescribed form, are invited from the eligible candidates, as per qualifications and experience mentioned against each post, for various Non-Teaching Posts of Group A, B & C, on regular basis in PT. B.D. Sharma University of Health Sciences, Rohtak. For detailed information/instructions please visit University Website www.uhsr.ac.in.

Closing date for submission of Offline Applications: 05.08.2020 by 4:00 PM

The date/schedule of Written Screening Test/interview, wherever applicable, will be displayed on University website. No separate correspondence will be made in this regard.

REGISTRAR


13/7/2020

Pt. B.D. SHARMA UNIVERSITY OF HEALTH SCIENCES, ROHTAK

Advt. No: UHSR/Rectt./05/2020

Closing Date: 05.08.2020

ADVERTISEMENT

Applications on prescribed form, are invited from the eligible candidates, as per qualifications and experience mentioned against each post, for the following Non-Teaching posts of Groups A, B & C, on regular basis in PT. B.D. Sharma University of Health Sciences, Rohtak. The Prescribed application form can be downloaded from the University website www.uhsr.ac.in. which must be accompanied by a crossed Demand Draft of application fee, as prescribed for the post given hereunder, in favour of the Controller of Finance, Pt. B.D. Sharma University of Health Sciences, Rohtak. 50% concession in the above fee is granted to the women candidates as per Govt. instructions. The duly completed in all respects application form should reach in the O/o the Deputy Registrar, Recruitment & Establishment Branch, PT. B. D. Sharma University of Health Sciences, Rohtak by **05.08.2020 upto 4:00 PM.**

Sr. No.	Name of Post	Group	No. of Post	Pay Band & GP	Qualification & Experience
1	Deputy Registrar Age: 18 – 50 Years	A	01 (GC)	Rs.15600-39100+7600GP (6 th CPC)	(i) A Master's Degree with at least 55% of the marks or its equivalent grade of B in the UGC seven-point scheme. (ii) Five years administrative experience as Assistant Registrar or in an equivalent post in a Govt. Institute/University recognized by the UGC/Medical College recognized by MCI OR Nine years of experience as an Asstt. Prof. in the Grade Pay of Rs. 6000 & above in a college/university with experience in education administration. Comparable experience in research establishment and/or other Institution of Higher Education. (iii) Computer Knowledge minimum 3 months course from a recognized Institution.
2	Accounts Officer Age: 18 – 50 Years	B	01 (GC)	9300-34800 + 5400 GP (FLP-9 as per 7 th CPC)	i) CA from a recognised institute/organisation OR SAS with 8 years' experience in the SAS cadre. ii) 5 Years' experience of working in Finance and Accounts Department in a Govt./Public Sector organisation. iii) Computer knowledge. Minimum 3 months course from a recognised institution. • Preference will be given to a person who possesses higher qualifications.

3	Assistant Registrar Age: 18 – 50 Years	B	04 (03-GC, 01-SC)	9300-34800 + 5400 GP (FLP-9 as per 7 th CPC)	(i) A Master's degree with at least 55% of the marks or its equivalent Grade of B in the UGC seven point scale. (ii) Five years of administrative experience as a Superintendent from a Govt. Institute/ University recognized by the U.G.C./ Medical College recognized by MCI. (iii) Computer knowledge- Minimum three months course from a recognized Institution.
4	Simulator Technologist Age : 18-42 Years	C	06 (GC-03, EWS-01, SC-01, BCA-01)	9300-34800 + 4200 GP (FLP-6 as per 7 th CPC)	10+2 or equivalent with Science subject from a recognised board and 2 years Radiation Therapy Technologist Course or equivalent as approved by AERB OR B. Sc. Degree in Radiation Therapy Technology from recognised University. Candidates having five years experience of working in Radiotherapy department will be preferred.
5	Brachytherapy Technologist Age : 18-42 Years	C	02 (GC-02)	9300-34800 + 4200 GP (FLP-6 as per 7 th CPC)	10+2 or equivalent with Science subject from a recognised board and 2 years Radiation Therapy Technologist Course or equivalent as approved by AERB OR B. Sc. Degree in Radiation Therapy Technology from recognised University. Candidates having five years experience of working in Radiotherapy department will be preferred.
6	Mould Room Technologist Age : 18-42 Years	C	05 (GC-03, EWS-01, SC-01)	9300-34800 + 4200 GP (FLP-6 as per 7 th CPC)	10+2 or equivalent with Science subject from a recognised board and 2 years Radiation Therapy Technologist Course or equivalent as approved by AERB OR B. Sc. Degree in Radiation Therapy Technology from recognised University. Candidates having five years experience of working in Radiotherapy department will be preferred.
7	Radiation Dosimetrist Age : 18-42 Years	C	06 (GC-03, EWS-01, SC-01, BCA-01)	9300-34800 + 4200 GP (FLP-6 as per 7 th CPC)	Basic degree in Science from a recognised University with Physics as one of the subject and minimum 2 year experience in dosimetry in a recognised well equipped Radiation Therapy department.
8	Radiation Technologist Age : 18-42 Years	C	01 (GC-01)	9300-34800 + 4200 GP (FLP-6 as per 7 th CPC)	10+2 or equivalent with Science subject from a recognised board and 2 years Radiation Therapy Technologist Course or equivalent, based on the minimum course content prescribed by the competent authority, from a recognised Institution with in-field training in Radiotherapy. OR B. Sc. Degree in Radiation Therapy Technology from recognised University. Candidates having five years experience of working in Radiotherapy department will be preferred.

9	Junior Photographer Age : 18-42 Years	C	01 (GC-01)	9300-34800 + 4200 GP (FLP-6 as per 7 th CPC)	i) Matric pass with Hindi/Sanskrit or its equivalent with good working knowledge of English ii) Three years experience in Photography in recognized Government or Public or Private Organisation or Agency. iii) Knowledge of Hindi/Sanskrit upto Matric standard. OR i) Matric pass with Hindi/Sanskrit ii) Three years experience in Photography in Medical College or Hospital OR i) Matric. ii) Should be well versed in all phases of General Photography with an experience of 10 years in a recognised Institution and have knowledge of projection slides making or a general medical photography. iii) Knowledge of Hindi/Sanskrit upto Matric standard.
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GENERAL TERMS AND CONDITIONS

1. Details of application fee to be paid for various non-teaching posts as given below:

Class/Group of Post	General Category		Reserved Category of Haryana Domicile Only	
	For Male	For Female	For Male	For Female
Group- A & B	Rs.1000.00	Rs. 500.00	Rs. 250.00	Rs. 125.00
Group- C	Rs. 600.00	Rs. 300.00	Rs. 150.00	Rs. 75.00

2. In the case of posts at Sr. No. 1 to 3, if the number of applications received are more than 03 times of the posts advertised, then the applicants may be either asked to appear for the written/screening test or may be screened on the basis of marks of relevant academic qualification in the ratio of 1:3 (for a single post 1:5).
3. Date of interview/written test/schedule shall be displayed on the website www.uhsr.ac.in.
No separate letters will be sent by post, hence the applicants are advised to visit the university website regularly.
4. Original documents along with one set of self-attested photocopies to be produced at the time of Interview/Document Verification:-
- (i) Copy of Matric certificate showing Date of Birth.
 - (ii) Copy of essential qualifications certificates.
 - (iii) Copy of Haryana Domicile Certificate in case of reserved category issued by Competent Authority.
 - (iv) Experience Certificate issued by the concerned Appointing Authority.
 - (v) Copy of Sports certificate issued by the Director, Sports of the State stating Grade and period of participation.
 - (vi) Copy of Blood Donation/NCC/NSS Certificate.

(vii) Any other document/certificate, if required.

5. Benefit of age relaxation:

- In the case of Scheduled Caste (SC), Backward Class (A) and Backward Class (B) the upper age limit is relax-able as per Haryana Govt. instructions.
 - The upper age limit in respect of widow, legally separated woman, divorcee, deserted woman and unmarried woman will be upto 47 years as per Government instructions.
 - Relaxation in maximum age to the persons who have already worked or are presently working on adhoc/contract/work-charged/daily wages/under outsourcing policy in any Department/ Board/ Corporation of Haryana Government to make them eligible to compete for regular recruitment. This relaxation in maximum age will be admissible equal to the period he has worked on adhoc/contract/work-charged/daily wages/under outsourcing policy excluding the period of break, if any, for appointment to a post on regular basis. It is clarified here that once a person is selected for regular appointment availing benefit of relaxation in age, he/she will not be entitled to avail such benefit again for subsequent appointment to any post (Vide Instructions No. 6/36/2019-1GS-I, dated 3rd July 2019, Haryana Government).
- 6. Freedom fighters and their children/grand children:** - This reservation will be available only if quota reserved for Ex-Servicemen or Backward Classes remains unfilled to that extent due to non-availability of suitable Ex-serviceman or their dependents or non-availability of suitable applicants from Backward Classes. Overall reservation either from the unfilled vacancies of Ex-servicemen or from the Backward Classes for Freedom Fighters/ their children/grand-children will remain limited to 2% only. This benefit will be available to all grandchildren i.e. sons and daughters of sons and daughters (paternal as well as maternal) of the Freedom Fighters.
- 7.** The applicants who are already in Govt./Semi Govt./Corporation or Autonomous Body/Private Institute Service should send application through their respective Head of Institute or 'No Objection Certificate' may be submitted at the time of interview failing which the applicant will not be allowed/ considered for interview, NOC may not be older than three months.
- 8.** Applicant must also bring all the original documents listed on serial number 4 of the general terms and conditions and one set of self-attested photocopies of the said documents should be submitted at the time of interview.
- 9.** Mere submission of the application form, permission for appearing in written/screening test and call for interview does not mean that the applicant is eligible for appointment to the post applied for. The eligibility shall be verified at the time of verification of original document by the Scrutiny Committee as per the qualifications, experience and other terms and conditions given in the advertisement.
- 10.** Number of posts is liable to increase or decrease, including complete withdrawal without assigning any reason.
- 11.** Details of the Research work/Publications, wherever applicable, (in annotated form) indicating index/non- index status supported by relevant documents must also be furnished at the time of

- interview (For Group-A & Group-B posts). Any other relevant outstanding National/International achievements in the profession supported by the documents, if any, must also be supplied.
12. The Reserved Category candidates are required to submit Reserved Category certificate duly issued by the competent authority at the time of interview/documents verification. In addition to the above any other certificate of extracurricular activities (sports) i.e. Prize or position in an international/national/inter-university/ athletic-meet and college colour, if any, must also be supplied wherever applicable.
 13. The posts of reserved categories will be filled up as per Haryana Govt. Reservation policy/instructions applicable/issued from time to time.
 14. In case any applicant belonging to Reserved Category applies against General Category post, he/she must fulfil the conditions of eligibility, age, application fee, etc. as are meant for General Category candidates.
 15. In case any discrepancy is detected in the document submitted by the applicant or in the process of selection, at any stage even after the issue of appointment order, the University reserves the right to modify/withdraw/cancel any communication made to the applicants.
 16. The decision of the appointing authority in all matters relating to acceptance or rejection of application, eligibility/ suitability of the applicants, mode and criteria for selection etc. shall be final and binding on the applicants.
 17. All disputes pertaining to the recruitment of various posts shall fall within the jurisdiction of Rohtak only.
 18. The prescribed qualification, experience and age limit etc. shall be reckoned as on the closing date of submission of applications.
 19. The degrees of undergraduate/ postgraduate etc. not recognised by the UGC/AICTE as applicable shall render the applicant ineligible for the said post.
 20. Submission of incomplete application and/OR received after the closing date shall be rejected summarily and the fee of the candidates shall be forfeited. This university will not be held responsible for any postal delays & loss of application.
 21. Any change in the category mentioned in the application form after the closing date/time of application form will not be allowed.
 22. The posts mentioned above at Sr. No. 1, 2 & 3 will be filled up as per criteria of selection available at Annexure-A.

Special Instruction for Group C Posts:

23. The Group 'C' posts mentioned above at Sr. No. 4 to 9 will be filled up as per Selection Criteria available at Annexure-B.
 - A. **Merit:** After the declaration of result of written test a cut off marks list of candidates in the ratio of 1:3 (where the vacancies are two or more) and in the ratio of 1:5 (where the vacancy is only one) will be displayed – category wise - in order of merit on the basis of marks obtained by the candidates out of 90 and the candidates will be invited for verification of their original

documents. Final merit list will be prepared after verification of original documents and award of maximum 10 marks as per the socio-economic and experience criteria.

The selected candidates will be considered only in the category he/she claimed in the application form.

B. Tie Break: Where two or more candidates secured identical marks in the written examination (i.e. out of 90 and 100 marks) the tie will be broken by following the criteria given below:

- i) Age: A candidate who is older in age may be considered senior to the candidate having identical score in order of merit.
- ii) Marks: A candidate having more marks in written test of 90 marks may be considered senior to other candidate having lower score.
- iii) If the tie still persists then marks of his/her qualifying examinations may be considered for the purpose.
- iv) The tie even if still is not broken then the marks obtained in the Matriculation may be considered for breaking tie.

Action against candidates found guilty of misconduct:-

Candidates are warned that they should not furnish any particulars that are false, tampered/fabricated or should not suppress any material information while filling up the application form.

At the time of written examination/scrutiny, if a candidate is (or has been) found guilty of: (i) using unfair means during the examination or (ii) impersonating or procuring impersonation by any person or (iii) misbehaving in the examination hall or taking away the question booklet or any part thereof/answer sheet from the examination hall or (iv) resorting to any irregular or improper means in connection with his/her candidature for selection or (v) obtaining support for his/her candidature by any unfair means. (vi) Not complying with instructions issued from time to time, such a candidate may, in addition to rendering himself/herself liable to criminal prosecution, be liable :-

- (a) to be disqualified from the examination/scrutiny for which he/she is a candidate.
- (b) to be debarred either permanently or for a specified period, from any examination or recruitment conducted by Pt. B.D. SHARMA UNIVERSITY OF HEALTH SCIENCES, ROHTAK.
- (c) for termination of service, if he/she already in Govt. Service.

Note: Pt. B.D. SHARMA UNIVERSITY OF HEALTH SCIENCES, ROHTAK reserves the rights to supervise the complete recruitment process from inviting application to selection by way of using Biometric process and CCTV Cameras/ Videography etc.


13/7/2020
REGISTRAR

Selection Criteria for Group A & B Posts of Non -Teaching

ANNEXURE 54/81

CRITERIA FOR VARIOUS NON-TEACHING POSTS OF PT.B.D.SHARMA, PGIMS, ROHTAK/UNIVERSITY OF HEALTH SCIENCES, ROHTAK.

Criteria for the selection to the Non- Teaching posts		Total Marks-100
I.	ACADEMIC QUALIFICATION:-	65 MARKS (65%)
	Basic Qualification including Professional Qualification if any:- Weightage of 50% marks may be given for screening/written test if any in the Basic Qualification including Professional Qualification marks. The distribution of marks will be as follows:- A. Basic Qualification including Professional Qualification (if any) - 30 Marks (30%) B. * Screening/Written Test - 30 Marks (30%)	60 Marks (60%)
	Higher Qualification (over & above the requisite qualification in the relevant subjects/specialties):-	05 MARKS (5%)
II.	EXTRA CURRICULAR ACTIVITIES:- (Subject to maximum of 05 marks)	05 MARKS (5%)
	Sports (Certificate issued by the Director, Sports of the State stating Grade and period of participation) -02 Marks (Subject to maximum of 02 marks)	
	Grade A-1 & A-2 -02 Marks	
	Grade B-1 & B-2 -01 Mark	
	Grade C-1 & C-2 -1/2 Mark	
	Blood Donation -02 Marks (1/2 Mark for each donation subject to maximum of 2 Marks)	
	NSS/NCC -01 Mark (Letter/Certificate of merit for NSS weightage & Certificate of C/G Part-II/ B Certificate for NCC weightage)	
III.	EXPERIENCE (Subject to maximum of 10 Marks)	10 MARKS (10%)
	(1/2 mark for each completed year of work experience on the said post in Govt. Institution/Public Sector Institution or Hospital/ University Hospital / Hospitals on Govt. panel. Note:- 1 mark for each completed year of work experience on the respective post for the candidates already working in this institution on contract basis, may be given as a onetime measure in view of the Instructions Issued by the Chief Secretary, Haryana bearing No.43/31/06-1GSI dated 29.05.2007	
IV	INTERVIEW	20 MARKS (20%)

* Applicable in case Screening/Written test is held for short listing of candidates.

Note: In case of Ex-Serviceman candidate, the ^{50%} minimum pass marks/ qualifying marks may be taken into consideration, while calculating the merit if the marks are not available/shown in the certificate/degree issued by the competent authority of Defence Services.

Selection Criteria for filling-up of Non-teaching Group-C posts

(Approved by the Executive Council vide Agenda Item No. 42 in the 35th meeting held on 30.12.2019)

1. (i) The selection and recommendation of the names of candidates belonging to all Group C posts shall be done on the basis of written exam, experience and socio-economic criteria.
- (ii) The scheme of marks in respect of selection to all Group-C posts shall comprise of total 100 marks, as detailed below, namely:-
 1. Written exam: 90 marks
 2. Socio-Economic criteria and experience: 10 marks
- (iii) The 90 marks for written exam shall be divided into two parts as per detail given below:
Ordinary the total number of questions shall be 90. The breakup of number of questions is given below:

Part I: Topic wise distribution of number of questions and marks (75% weightage out of 90 marks) i.e. 67 questions

Sr. No.	Topic/Domain	<u>For Para Medical/ Nursing/ other Technical Posts</u> No. of Questions
1	General Awareness	12
2	Reasoning	
3	Math	
4	Science	
5	English	
6	Hindi	
7	Computer	10
8	Subject concerned as per post	45
Total		67

Part II: 25% weightage out of 90 marks i.e. 23 questions will be given related to Haryana State in various domains, such as History, Current Affairs, Literatures, Geography, Civics, Environment, Culture etc. as per Govt. Notification.

Note: The number of questions in each domain may vary.

- (iv) The ten (10) marks for socio-economic criteria and experience shall be allocated as follows:
 - (a) If neither the applicant nor any person from among the applicant's family viz. father, mother, spouse, brothers, and sons is, was or has been a regular employee in any Department/ Board/ Corporation/ Company/ Statutory Body/ Commission/ Authority of Government of Haryana or any other State Government or Government of India.

(5 marks)

(b) If the applicant is :-

(i) a widow; or

(ii) the first or the second child and his father had died before attaining the age of forty two years; or

(iii) the first or the second child and his father had died before the applicant had attained the age of fifteen years;

(5 marks)

(c) If the applicant belongs to such a denotified tribe (Vimukt Jatis and Tapriwas Jatis) or Nomadic tribe of the State of Haryana which is neither a Scheduled Caster nor a Backward Class;

(5 marks)

(d) Experience : One half (=0.5) mark for each year or part thereof exceeding six months of experience, out of a maximum of sixteen years, on the same or a higher post in any Department/ Board/ Corporation/ Company/ Statutory Body/ Commission /Authority of Government of Haryana. No marks shall be awarded for any period less than six months.

(Maximum 8 marks)

With regard to the award of Socio-economic and experience criteria the candidates should note that:

1. No applicant shall be given more than a total of 10 marks for socio-economic criteria and experience under any circumstances.
2. In the first criteria of unemployment in the family the candidate (i.e. the applicant himself) is also covered – the applicant who has been selected in any department but has not yet joined or joined on a lower/similar post will also not be eligible for the benefit of 05 marks. In case of married women, for the purpose of granting marks, mother-in-law, father-in-law, brother-in-law, sister-in-law shall not be considered.
3. In the case of orphan/widow candidates, only such certificates will be accepted which have been issued by the concerned Tehsildar.
4. With regard to marks for experience it is clarified that experience by the candidate on the same or higher post acquired post qualification in Haryana (in any Department of the Govt./Statutory Body/Corporation/Company/Board) only and not in Pvt. Ltd. will be considered.

(Note: Only relevant experience acquired post essential qualifications will be considered.)