

 क.श.सं.नि. ESIC	कर्मचारी राज्य बीमा निगम श्रम एवं रोजगार मंत्रालय), भारत सरकार(EMPLOYEES' STATE INSURANCE CORPORATION (Ministry of Labour & Employment, Govt of India)	 सत्यमेव जयते	पंचदीप भवन, सी० आई० जी० मार्ग, नई दिल्ली Panchdeep Bhawan, CIG Marg, New Delhi-02 Email :jd-rectt@esic.nic.in Website :www.esic.gov.in
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RECRUITMENT OF TEACHING FACULTY (ASSISTANT PROFESSORS) IN ESIC PGIMSRs AND ESIC MEDICAL COLLEGES ON DIRECT RECRUITMENT BASIS.

Employees' State Insurance Corporation is a statutory body constituted under an Act of Parliament (ESI Act,1948) and works under the administrative control of Ministry of Labour and Employment, Government of India. Employees' State Insurance Corporation proposes to fill up the **Teaching Faculty positions –Assistant Professor for ESIC PGIMSRs and ESIC Medical Colleges on direct recruitment basis.**

S. No.	Specialities	Vacancies					
		SC	ST	OBC	EWS	UR	Total
1)	Anatomy	1	1	1	1	2	6
2)	Anesthesiology	1	1	6	1	8	17
3)	Biochemistry	1	1	2	1	2	7
4)	Community Medicine	3	4	6	2	16	31
5)	Dentistry	0	0	1	0	2	3
6)	Dermatology	1	0	1	0	2	4
7)	Emergency Medicine	0	0	2	1	0	3
8)	Forensic Medicine and Toxicology (FMT)	0	1	1	0	1	3
9)	General Medicine	6	2	14	2	22	46
10)	General Surgery	6	3	18	1	12	40
11)	Microbiology	1	1	2	1	4	9
12)	OBGY	1	1	9	1	10	22
13)	Ophthalmology (Eye)	1	0	1	0	1	3
14)	Orthopaedics	1	1	5	1	3	11
15)	Otorhinolaryngology (ENT)	1	0	3	1	1	6
16)	Paediatrics	1	1	5	1	7	15
17)	Pathology	2	1	1	1	5	10
18)	Pharmacology	1	1	3	1	5	11
19)	Physical Medicine & Rehabilitation (PMR)	1	1	2	0	1	5
20)	Physiology	1	0	2	1	5	9
21)	Psychiatry	1	0	2	0	1	4
22)	Radiodiagnosis (Radiology)	2	1	4	1	1	9
23)	Respiratory Medicine	1	0	1	1	1	4
24)	Statistician	1	0	1	1	2	5
25)	Transfusion Medicine (Blood Bank)	1	1	1	0	1	4
Total		36@	22*	94\$	20	115	287^

Note: -

1. @ - Includes 12 backlog vacancies
2. * - Includes 16 backlog vacancies
3. \$ - Includes 56 backlog vacancies.

4. ^ - 29 vacancies are reserved for Persons with Disabilities (PwD) which includes 21 backlog vacancies.
5. The Number of vacancies may increase or decrease depending upon actual requirement.

Identified Posts for Persons with Disabilities (PWD)

S.NO.	Speciality	Identified suitable for persons with benchmark disabilities covered under the following respective categories			
		a	b	c	(d & e)
1	Anatomy (Teaching)	--	HH	OL, Dw, LC(i)(ii), AAV	(e)excluding (a)(b)&(d) except SLD
2	Anaesthesia (Teaching)	-	-	OL, Dw, LC (i) (ii), AAV	(e)excluding (a) (b) & (d) except SLD
3	Biochemistry (Teaching)	--	HH	OA, BA, OL, Dw, AAV	d) ASD(M), SLD, MI e) MD involving (a) to (d) above
4	Community Medicine (Teaching)	--	D,HH	OA, BA,OL,Dw, AAV	ASD(M), SLD, MI e) MD involving (a) to (d) above
5	Dentistry (Teaching)	-	D, HH	OA, OL, CP, Dw, AAV	(d) SLD e) MD involving (a) to (d) above
6	Dermatology (Teaching)	B,LV	-	OA,BA, OL, OAL, BLA, BLOA, CP, LC, Dw, AAV	d) ASD (M), SLD, MI e) MD involving (a) to (d)
7	Emergency Medicine (Teaching)	--	--	OA, Dw, LC(i) AAV	e) excluding (a)(b)&(d) except SLD
8	Forensic Medicine (Teaching)	--	HH	OL, Dw, LC(i)(ii), AAV	(e)excluding (a)(b)&(d) except SLD
9	General Medicine (teaching)	B,LV	-	OA,BA, OL, OAL, BLA, BLOA, CP, LC, Dw, AAV	d) ASD (M), SLD, MI e) MD involving (a) to (d)
10	General Surgery (teaching)	-	-	Dw, LC (i), AAV	(e)excluding (a) (b) & (d) except SLD
11	Microbiology (Teaching)	--	HH	OA, BA, OL, BL, OAL, CP, LC, Dw, AAV	d) MI (e)MD involving (b) to (d)
12	Obstetrics and Gynaecology/OBG (Teaching)	-	-	Dw, LC (i) AAV	(e)excluding (a) (b) & (d) except SLD
13	Ophthalmology (Teaching)	-	-	Dw, LC(i) (ii) AAV,	e)excluding (a)(b) &(d) except SLD
14	Orthopaedics (teaching)	-	-	Dw, LC(i) AAV,	e)excluding (a) (b) & (d) except SLD
15	E.N.T (Teaching)	-	-	OA, BA, OL, CP, LC, Dw, AAV	d) ASD (M), SLD, MI e) MD involving (c) to (d)
16	Paediatrics(teaching)	B,LV	-	OA,BA, OL, OAL, BLA, BLOA, CP, LC, Dw, AAV	d) ASD (M), SLD, MI e) MD involving (a) to (d)
17	Pathology (Teaching)	-	HH	OL, OA, Dw, LC (i) (ii), AAV	e)excluding (a)(b)&(d) except SLD
18	Pharmacology (Teaching)	B, LV	HH	OA, BA, OL, BL, OAL, CP, LC, Dw, AAV	(d) ASD (M), SLD, MI (e) MD involving (a) to (d) above
19	Physical Medicine and	--	--	OA, Dw, LC(i) AAV	e) excluding (a)(b)&(d)

S.NO.	Speciality (Teaching)	Identified suitable for persons with hearing disabilities covered under the following respective categories	Identified suitable for persons with hearing disabilities covered under the following respective categories	Identified suitable for persons with hearing disabilities covered under the following respective categories	Identified suitable for persons with hearing disabilities covered under the following respective categories
20	Physiology (Teaching)	-	HH	OL, OA, Dw, LC(i) (ii), AAV	(e) excluding (a)(b)&(d) except SLD
21	Psychiatry (Teaching)	-	-	OA, BA, OL, LC, Dw, AAV	d) ASD(M), SLD MI e) MD involving (c) to (d) above
22	Radiology (Teaching)	-	-	OA,BA, OL, LC, Dw, AAV	d) ASD (M), SLD, MI e) MD involving (c) to (d)
23	TB & Chest/Pulmonary Medicine (Teaching)	-	-	OA,BA, OL, CP, LC, Dw, AAV	d) ASD, (M), SLD, MI e) MD involving (c) to (d) above.
24	Statistician	--	D,HH	OA, BA,OL,Dw, AAV	ASD(M), SLD, MI e) MD involving (a) to (d) above
25	Blood Bank (Teaching)	-	HH	OL, OA, Dw, LC(i) (ii), AAV	e) excluding (b) & (d) except SLD

FUNCTIONAL REQUIREMENT ABBREVIATIONS USED: S=Sitting, ST=Standing, W=Walking, BN=Bending, L=Lifting, KC=Kneeling & Crouching, JU=Jumping, CRL= Crawling, CL=Climbing, PP=Pulling & Pushing, MF=Manipulation with Fingers, RW=Reading & Writing, SE=Seeing, H=Hearing, C=Communication.

CATEGORY ABBREVIATIONS USED: B=Blind, LV=Low Vision, D=Deaf, HH= Hard of Hearing, OA=One Arm, OL=One Leg, BA=Both Arms, BL=Both Leg, OAL=One Arm and One Leg, BLOA=Both Leg & One Arm , BLA=Both Legs Arms, CP=Cerebral Palsy, LC=Leprosy Cured, Dw=Dwarfism, AAV=Acid Attack Victims, MDy= Muscular Dystrophy, ASD= Autism Spectrum Disorder (M= Mild, MoD= Moderate), ID= Intellectual Disability, SLD= Specific Learning Disability, MI= Mental Illness, MD=Multiple Disabilities

A. AGE LIMIT, PAY SCALES, EDUCATIONAL & OTHER QUALIFICATIONS FOR MEDICAL SPECIALITIES.

Name of the Post	Level in the Pay matrix	Age Limit	Educational & Other Qualifications
Assistant Professor	Pay Level -11 in the pay matrix (Rs. 67700 to 208700) plus Non practicing allowance as admissible to analogous posts in Central Health Service.	Not exceeding forty years (relaxable up to five years for regular medical officers of the Employees' State Insurance Corporation and the government servant, in accordance with the instructions or orders issued by the Central Government from time-to-time). Note:- The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in all India and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagala	(A) For Broad Specialities: - (a) Master of Medicine (MD) or Master of Surgery (MS) or Diplomate of National Board (DNB) equated to Master of Medicine (MD) or Master of Surgery (MS) in the concerned subject, and (b) At least three years' teaching experience as Senior Resident or Tutor or Demonstrator or Registrar or Assistant Professor or Lecturer in the concerned Specialty or Super-specialty in a recognized teaching institution after obtaining the Post graduate degree. (B) For Dentistry: - Master of Dental Surgery (MDS) or equivalent in the respective subject or allied discipline and at least three years teaching experience as Senior Resident or Tutor or Demonstrator or Registrar or Assistant Professor or Lecturer in the concerned Specialty or Super-specialty in a recognized teaching institution after acquiring the Master of Dental Surgery (MDS).

		<p>nd, Tripura, Sikkim, Lahaul and Spiti district and Pangi Sub-Division of Chamba district of Himachal Pradesh, and the Union territories of Ladakh, Andaman and Nicobar Islands and Lakshadweep.</p>	<p>(D) For Non-Medical Candidates: - A post graduate qualification i.e., Master's degree and Doctorate degree in the concerned subject from a recognized University in the respective subject in reference of Anatomy, Physiology and Biochemistry or as prescribed by the National Medical Commission in the "Teachers Eligibility Qualifications in Medical Institutions Regulations, 2022" as amended from time to time and at least three years teaching experience as Senior Resident or Tutor or Demonstrator or Registrar or Assistant Professor or Lecturer in the concerned Specialty or Super-Specialty in a recognized teaching institution after obtaining Ph.D.</p> <p>Note:- Reference-Public notice dated 29.03.2022 on NMC website i.e.</p> <p>https://www.nmc.org.in/MCIRest/open/getDocument?path=/Documents/Public/Portal/LatestNews/Giving%20Effect.pdf</p> <p>In compliance of directions issued by MoHFW vide order dated 03.01.2022, the provisions regarding percentage of non-medical teachers / number of faculty in the Department of Anatomy, Physiology & Biochemistry would continue as per the Minimum Qualifications for Teachers in Medical Institutions Regulations, 1998, subject to outcome of pending mentioned court case in the matter and NMC further guidelines & amendments as applicable from time to time.</p> <p>Note 1: The concerned specialty or super specialty shall be as in Teachers Eligibility Qualifications in Medical Institutions Regulations, 2022 as amended from time to time.</p> <p>Note 2: The qualifications regarding experience are relaxable at the discretion of the Selection Board in case of candidates belonging to the Scheduled Castes or the Scheduled Tribes, if at any stage of selection, the Selection Board is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill-up the vacancies reserved for them.</p> <p>Note 3: The experience shall be recognized by the National Medical Commission or the statutory body concerned with the system of medicine as valid teaching experience or teaching posts and Certificate thereof or any other valid proof in support thereof shall be submitted and a certificate to this effect is to be submitted.</p>
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Note-Relaxation in upper age limit shall be available to SC, ST, OBC, Persons with Benchmark Disabilities, Ex-Servicemen and other categories of persons as per the instructions/orders of the Government of India.

B. EMOLUMENTS & PERQUISITES:

In addition to Pay, they will also be eligible for DA, NPA, HRA, Transport Allowance and other perquisites as per rules in force from time to time.

C. CAREER PROSPECTS AND OPPORTUNITIES:

- a. Will get tailor made forum for setting up a First Rate Medical Education Institution which would fulfill the self-actualization needs of the individual and resultant institution would cater to the special need of Insured Persons of ESI Corporation.
- b. It would provide the individual with the opportunity to realize the complete spectrum of his/her academic research/potential ultimately translating Medical Benefits to Insured Persons of ESI Corporation on Pan India Basis.
- c. The opportunity will provide the individual to project ESIC as a premier academic healthcare institution providing unmatched Social Security Health Cover.
- d. Will provide a forum to the individual to realize his/her academic and research potential ultimately benefiting Insured Persons of ESI Corporation by providing quality Specialty healthcare services.
- e. Promotional avenues in the Department are available under DACP guidelines of Govt. of India.

D. NOTES:

- a. Before filling up the application form, candidates are requested to go through carefully the details of posts and instructions published in this notification.
- b. The age limit shown in Para-A, under the column – Age Limit is the normal age limit for EWS/UR candidates. The upper age limit is relaxed upto five years for SC/ST candidates, upto three years for OBC candidates and upto ten years for PwBD candidates in respect of vacancies reserved for them. The SC/ST/OBC/PwBD candidates have to produce a caste certificate in prescribed proforma. For age concession applicable to other categories of applicants please see relevant paras of the "Instructions and Additional Information to Candidates.
- c. A candidate will be eligible to get the benefit of community reservation only in case the particular caste to which the candidates belong is included in the list of reserved communities issued by the Central Government. If a candidate indicates in his/her application form that he/she belongs to SC/ST/OBC/EWS/General category but subsequently writes to the ESI Corporation to change his/her category, such request shall not be entertained by the ESI Corporation.
- d. Persons suffering from not less than 40% of relevant disability shall alone be eligible for the benefit of reservation and other relaxations as permissible under the rules. Thus, Persons with Benchmark Disabilities (PwBD) persons can avail benefit of:
 - (i) Reservation and other Concessions & Relaxations as permissible under the rules only when degree of physical disability is 40% or more and the posts are reserved for PwBD candidates.
 - (ii) Other Concessions & Relaxations as permissible under the rules only when degree of physical disability is 40% or more and the posts are suitable for PwBD candidates.
- e. Candidates are advised to fill in their preference of States for postings after selection. The preference will be without prejudice to the choice and it cannot be claimed as a matter of right. However, preference will be considered subject to administrative requirements. **The selected candidates are liable to be posted anywhere in India.**
- f. **PROBATION:** The persons selected will be appointed on probation as per rules .

E. INSTRUCTIONS AND ADDITIONAL INFORMATION TO CANDIDATES

a. CITIZENSHIP:

A Candidate must be either:

- (i) a citizen of India, or
- (ii) a subject of Nepal, or
- (iii) a subject of Bhutan, or
- (iv) a Tibetan refugee who came over to India before 1st January, 1962 with the intention of permanently settling in India, or
- (v) a person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka or East African countries of Kenya, Uganda, the United Republic of Tanzania (formerly Tanganyika and Zanzibar), Zambia, Malawi, Zaire, Ethiopia and Vietnam with the intention of permanently settling in India. Provided that a candidate belonging to categories (b), (c), (d) and (e) above shall be a person in whose favour a certificate of eligibility has been issued by the Government of India.

NOTE: The application of a candidate in whose case a certificate of eligibility is necessary, may be considered by the ESI Corporation and, if recommended for appointment, the candidate may also be provisionally appointed subject to the necessary certificate being issued in his/her favour by the Government of India.

- b. **AGE LIMITS:** The age limit for the post has been given in Para-A above, under the column – Age Limit. For certain age concessions admissible to various categories please go through the instruction regarding Concessions & Relaxations.
- c. **MINIMUM ESSENTIAL QUALIFICATIONS:** All applicants must fulfill the essential requirements of the post and other conditions stipulated in the advertisement. They are advised to satisfy themselves before applying that they possess the educational and other qualifications as mentioned in the para-A above. No enquiry asking for advice as to eligibility will be entertained.
- d. **SELECTION PROCEDURE: Selection will be made on the basis of interview which will be conducted by the Selection Board.** The interview for the above posts will be held at a suitable place(s), as decided by ESIC.

The category-wise minimum level of suitability in interviews will be UR/EWS-50 marks, OBC-45 marks, SC/ST/PwBD-40 marks, out of the total marks of interview being 100.

In case of two or more candidates securing same marks in the interview:

- (i) the age will be considered the 1st tie-breaking principle i.e. the candidate elder in age will be considered for selection first, than the candidate younger in age, followed by:
- (ii) the date of acquiring the essential degree by the candidate.
- (iii) If both the above factors are also same then ESI Corporation will consider the date of completion of the internship, if any, by the candidates.

ESI Corporation may draw a Reserve List as per provisions followed by UPSC from time to time.

APPLICATION FEE & MODE OF PAYMENT : Candidates [except Female/SC/ST/Persons with Benchmark Disability/Departmental Candidates (ESIC Employees) and Ex Servicemen Candidates who are exempted from payment of fee] are required to pay a fee of Rs. 500/- (Rupees Five hundred only).

A Demand Draft/Banker's Cheque of Rs. 500/- in favour of ' **ESI Fund Account No. II** ', drawn on any scheduled bank payable at **Faridabad** has to be submitted along with the Application Form. It may be noted that :

- (i) Fee once paid shall not be refunded under any circumstances.
- (ii) Only Demand Draft/ Banker's Cheque drawn on any Scheduled Bank valid for at least three months will be accepted. Application Fee paid by any other mode will not be accepted.
- (iii) The Demand Draft/ Banker's Cheque must be issued after the issuing date of this

advertisement.

- (iv) No fee for SC/ST/PwBD/Women/ExSM candidates of any community.
- (v) No "fee exemption" is available to Gen/OBC/EWS male candidates and they are required to pay the full prescribed fee.
- (vi) Applications without the prescribed fee would not be considered and summarily rejected. No representation against such rejection would be entertained.

F. CONCESSIONS & RELAXATIONS:

- (a) **The upper age limit in case of Ex-Servicemen and Commissioned Officers including ECOs/SSCOs** shall be relaxed by five years subject to the condition that on the closing date for receipt of applications the continuous service rendered in the Armed Forces by an Ex-Serviceman is not less than six months after attestation. This relaxation is also available to ECOs/SSCOs who have completed their initial period of assignment of five years of Military Service and whose assignment has been extended beyond five years as on closing date and in whose case the Ministry of Defence issues certificates that they will be released within 3 months on selection from the date of receipt of offer of appointment. Candidates claiming age relaxation under this para would be required to produce a certificate in the prescribed proforma to the ESI Corporation.

NOTE: Ex Servicemen who have already secured regular employment under the Central Government. in a Civil Post are permitted the benefit of age relaxation as admissible for Ex Servicemen for securing another employment in any higher post or service under the Central Government. However, such candidates will not be eligible for the benefit of reservation, if any for Ex-Servicemen in Central Government jobs.

- (b) **In order to qualify for the concession under (a) above**, candidates concerned would be required to produce a certificate that they have been released from the Defence Forces. The certificate for Ex-Servicemen and Commissioned Officers including ECOs/SSCOs should be signed by the appropriate authorities specified below and should also specify the period of service in the Defence Forces:-

- (i) In case of Commissioned Officers including ECOs/SSCOs:
 - Army: Directorate of Personnel Service, Army Headquarters, New Delhi.
 - Navy: Directorate of Personnel Services Naval Headquarters, New Delhi.
 - Air Force: Directorate of Personnel Services, Air Headquarters, New Delhi.
- (ii) In case of JCOs/ORs and equivalent of the Navy and Air Forces:
 - Army: By various Regimental Record Offices.
 - Navy: Naval Records, Bombay.
 - Air Force: Air Force Records, New Delhi.

(c) Age relaxation for Central Government employees :

The upper age limit is relaxable for Central/U.T. Government Servants up to 5 years as per instructions issued by the Government of India from time to time. (This implies that Scheduled Castes/Schedules Tribes category candidates would get maximum 10 years age relaxation including 5 years age relaxation meant for their respective categories. Similarly, OBC candidates would get maximum upto 8 years including 3 years age relaxation meant for OBC category). This relaxation will be admissible to Government servants with 3 years continuous service in Central Government and working in posts which are in the same line or allied cadre and where a relation could be established that the service already rendered in that particular post will be useful for the efficient discharge of the duties of the post to which recruitment is being made. Decision in this regard will rest with the ESI Corporation. A candidate claiming to belong to the category of Central Government servant and thus seeking age relaxation under this para would be required to produce a Certificate in the prescribed proforma issued after the date of advertisement

from his/her Employer on the Office letter head to the effect that he/she is a regularly appointed Central Government Servant and not on casual/adhoc/daily wages/hourly paid/contract basis employee.

(d) Age relaxation to Persons with Benchmark Disabilities (PwBD) :

- (i) Age relaxation of 10 years (This implies that Scheduled Castes/Schedules Tribes category candidates would get maximum 15 years age relaxation including 5 years meant for their respective categories. Similarly OBC candidates would get maximum upto 13 years including 3 years age relaxation meant for OBC category) in upper age limit shall be allowed to persons suffering from (a) blindness and low vision, (b) deaf and hard of hearing (c) locomotor disability including cerebral palsy, Leprosy Cured, Dwarfism, Acid Attack Victims & Muscular Dystrophy, (d) Autism, intellectual disability, specific learning disability and mental illness, (e) Multiple disabilities from amongst persons under clauses (a) to (d) including deaf-blindness in the posts identified for each disabilities in case of direct recruitment to all civil posts/services under the Central Government identified suitable to be held by persons with such disabilities, subject to the condition that maximum age of the applicant on the closing date shall not exceed 56 years. The age concession to the persons with disabilities shall be admissible irrespective of whether the post is reserved for persons with disabilities or not, provided the post is identified suitable for the relevant category of disability.
- (ii) Relaxation of age limit would be permissible to such persons who have a minimum of 40% disability.
- (iii) If a person with disability is entitled to age concession by virtue of being a Central Government employee, concession to him/her will be admissible either as a 'person with disability' or as a 'Central Government employee' whichever may be more beneficial to him/her.
- (iv) The definition of different categories of disabilities, for the purpose of age relaxation, will be same as given in the Schedule {Clause (22) of Section 2} of the Act "The Rights of persons with Disabilities Act, 2016.

G. HOW TO APPLY:

- (i) The duly filled and signed Application Form in the Performa appended below along with self-attested copies of certificates is to be sent in a cover super-scribed "**Application for the post of Assistant Professor for Medical Institutions**" preferably by Speed Post so as to reach the following addresses - by **31.01.2025**.

Address to which the applications are to be sent	Demand Draft/ Banker's Cheque of Rs. 500/- to be payable at
The Regional Director, ESI Corporation, Panchdeep Bhawan, Sector-16, (Near Laxmi Narayan Mandir) Faridabad-121002, Haryana	Faridabad

- (ii) The candidates are advised to submit the application well in advance without waiting for the closing date. Applications received after the last date by any mode will not be considered. ESI Corporation will not be responsible for postal delays.

H. DOCUMENTS/ CERTIFICATES TO BE SUBMITTED ALONGWITH APPLICATION FORM .

The photocopies of following documents/ certificates and other items specified in the Interview call Letter are to be produced at the time of interview:-

- (i) The Demand Draft/Banker's cheque should not be tagged or stapled, but should be pinned or clipped at the top of the application form. The name and address of the candidates should be written on the reverse side of the Demand Draft/Banker's cheque.

- (ii) One copy of recent self-attested passport size photograph firmly pasted on the application form.
- (iii) Matriculation/10th Standard or equivalent certificate indicating date of birth, or mark sheet of Matriculation/10th Standard or equivalent issued by Central/State Board indicating Date of Birth in support of their claim of age. Where date of birth is not available in certificate/mark sheets, issued by concerned Educational Boards, School leaving certificate indicating Date of Birth will be considered (in case of Tamil Nadu & Kerala). No other documents shall be accepted as proof of date of birth.
- (iv) Degree certificate along with marksheets pertaining to all the academic years as proof of educational qualification claimed. In the absence of Degree certificate, provisional certificate along with mark sheets pertaining to all the academic years will be accepted.
- (v) Certificate(s) from the Head(s) of Organization(s)/Department(s) for the entire experience claimed, clearly mentioning the duration of employment (date, month & year) indicating the basic pay and consolidated pay. The certificate(s) should also mention the nature of duties performed/experience obtained in the post(s) with duration(s).
- (vi) Certificates and testimonials in support of Research Publications etc.
- (vii) Caste certificate by candidate seeking reservation as SC/ ST/ OBC/EWS, in the prescribed proforma from the competent authority indicating clearly the candidate's Caste, the Act/ Order under which the Caste is recognized as SC/ ST/ OBC/EWS and the village/ town the candidate is ordinarily a resident of.
- (viii) A declaration in the prescribed format by candidate seeking reservation as OBC, that he/she does not belong to the creamy layer on the crucial date, in addition to the community certificate (OBC). Unless specified otherwise, the prescribed closing date for receipt of applications for the post is to be treated as crucial date.
- (ix) Certificate of Disability in prescribed proforma issued by the competent authority to Persons with Benchmark Disabilities (PwBD) persons eligible for appointment to the post on the basis of prescribed standards of Medical Fitness.
- (x) Documentary support for any other claim(s) made.

Note: If any document/ certificate furnished is in a language other than Hindi or English, a transcript of the same duly attested by a Gazetted officer or notary is to be submitted with the application form.

- (xi) **A candidate who claims change in name after matriculation on marriage or remarriage or divorce etc. the following documents shall be submitted:-**
 - a) **In case of marriage of women** - Photocopy of Husband's passport showing names of spouses or an attested copy of marriage certificate issued by the Registrar of Marriage or an Affidavit from husband and wife along with a joint photograph duly sworn before the Oath Commissioner;
 - b) **In case of re-marriage of women** - Divorce Deed/Death certificate as the case may be in respect of first spouse; and photocopy of present husband's passport showing names of spouse or an attested copy of marriage certificate issued by the Registrar of Marriage or an Affidavit from the husband and wife along with joint photograph duly sworn before the Oath Commissioner.
 - c) **In case of divorce of women** - Certified copy of Divorce Decree and Deed Poll/Affidavit duly sworn before the Oath Commissioner.
 - d) **In other circumstances for change of name for both male and female** - Deed Poll/Affidavit duly sworn before the Oath Commissioner and paper cuttings of two leading daily newspaper in original (One daily newspaper should be of the area of applicants permanent and present address or nearby

area) and Gazette Notification.

- (xii) Certificate/ Document in respect of Age relaxation for:
- a) Ex-Servicemen and Commissioned Officers including ECOs/SSCOs in prescribed proforma from competent authority.
 - b) Central/UT Government Employees/Servants in prescribed proforma from competent authority issued after the date of advertisement.
 - c) Persons seeking age relaxation under special provision/ order.
- (xiii) The candidates who are working in Armed Forces of India and wish to avail relaxations and concessions under the Ex-Servicemen category have to submit certificate of employment and Undertaking as per Annexure-'VI'.
- (xiv) **Original documents are to be produced at the time of interview .**

NOTE I: Date of birth mentioned in Application Form is final. No subsequent request for change of date of birth will be considered or granted.

I. ACTION AGAINST CANDIDATES FOUND GUILTY OF MISCONDUCT :

Candidates are warned that they should not furnish any particulars that are false or suppress any material information in filling up the application form. Candidates are also warned that they should in no case correct or alter or otherwise tamper with any entry in a document or its attested/certified copy submitted by them nor should they submit a tampered/fabricated document. If there is any inaccuracy or any discrepancy between two or more such documents or their attested/certified copies, an explanation regarding this discrepancy should be submitted.

J. OTHER INFORMATION/INSTRUCTIONS:

- (i) All candidates whether in Government service or in Government owned industrial or other similar organizations or in private employment should submit their applications directly to the ESI Corporation. Persons already in Regular Government service, whether in permanent or temporary capacity other than casual/adhoc/daily wages/hourly paid/contract basis are however required to submit a declaration that they have informed in writing to their Head of Office/Department that they have applied for the selection.
- (ii) The date for determining the eligibility of all candidates in every respect viz. age limit, work experience and other criteria regarding eligibility for the post shall be the closing date of receipt of applications from candidates in India i.e. **31.01.2025** (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh, Lahaul and Spiti District and Pangi Sub-Division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands and Lakshadweep).
- (iii) Mere submission of application does not confer any right to the candidate for being called for interview. The Summoning of candidates for interview convey no assurance whatsoever that they will be selected. Appointment orders to selected candidates will be issued by the ESI Corporation.
- (iv) **Incomplete or Unsigned applications or the applications received without the self-attested copies of mark sheets/certificates in support of educational qualification, proof of age (Date of Birth), application fee, caste certificate, experience certificates, photographs and those received after the last date of receipt of applications are liable to be rejected without any communication to the candidate.**
- (v) ESI Corporation will not undertake detailed scrutiny of applications for eligibility and other aspects for calling candidates for interview and, therefore, the candidature is accepted only provisionally. The candidates fulfilling the eligibility criteria for the post will be called for interview on the basis of information furnished by them in the application form. Before applying, **candidates are**

advised to go through the requirements of essential qualification, age, experience etc. and satisfy themselves that they are eligible for the post. At the time of verification/submission of documents on the day of interview, if any claim made in the application is not found substantiated, the candidature of the candidate will be cancelled and the **decision of ESIC in this regard shall be final.**

- (vi) Wrong declarations/submission of false information or any other action contrary to law shall lead to cancellation of the candidature at any stage.
- (vii) Candidates will be informed of the final result in due course through ESIC website(www.esic.gov.in) and any interim enquiries about the result are therefore, unnecessary and will not be attended to.
- (viii) Canvassing in any form will disqualify a candidate.

K. Last date of receipt of application is 31.01.2025. (Last date for receipt of application from candidates residing in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Lahaul and Spiti district and Pangi Sub-Division of Chamba district of Himachal Pradesh, and the Union territories of Ladakh, Andman and Nicobar Islands and Lakshadweep is **07.02.2025.**

दिनांक : **13.12.2024**

उप निदेशक