

GURU GOBIND SINGH MEDICAL COLLEGE & HOSPITAL, FARIDKOT.

Ph. No: 01639-251111

Vacancy Notice

Applications are invited on or before 16.02.2018 upto 5-00 PM from the eligible candidates for filling up the following posts on purely temporary / contract basis on the prescribed application form, attached with this notice, for the Project entitled "Hospital Based Cancer Registries Data Management Software" being done in collaboration with National Centre for Disease Informatics And Research (ICMR) in the department of Radiotherapy of this institution .

Principal

Sr. No:	Name of Post	No. of Vacancies	Eligibility:
1.	Social Worker	01	M.A. Sociology from recognized University/Board. Preference will be given to the candidates possessing Ph.D Degree in the relevant field Work experience of two years in the field of family counseling, drug de-addiction, family welfare, community health work, medical and psychiatric setting, therapies practices and rehabilitation services.
2.	Data Entry Operator	01	i) Graduate from a recognized University ii) Possess at least one hundred and twenty hours course with hands on experience in the use of personal computer on information Technology in Government recognized Institution or reputed Institution, which is ISO 9001 certified. OR iii) Possess a computer Information Technology Course Equivalent to O Level Certificate of Department of Electronics Accreditation of Computer Course (DOECACC) of Government of India. iv) Typing Punjabi & English with 30 words per minutes

Salary: For the post of Sr. No: 1 Rs. 32000/- p.m. fixed
For the post of Sr. No: 2 Rs. 17000/- p.m. fixed

General Terms and Conditions:-

1. The tenure of the post initially for a period of one year.
2. Age should be between 18-37 years
3. The application on prescribed Proforma must accompany self attested copies of certificates for proof of date of birth, marks sheet, degree, experience etc.
4. Last date and time of receipt of application form at the office of Principal, Guru Gobind Singh Medical College, Faridkot on or before 16.02.2018 upto 5-00 PM.
5. The applications received without legible copies of documents or apparently containing incomplete information and those received after prescribed date and time will be summarily rejected.
6. Applicant must possess the requisite qualification by the last date of receipt of application.
7. Separate application / proforma may be used for each post.
8. Candidate must have knowledge of Punjabi language of matriculation standard.
9. Application fee Rs.500 for General Category & (Rs.250/- SC/ST) in shape of DD in favour of Principal Guru Gobind Singh Medical College, Faridkot.

Principal

Draft for approval
H.C. Singh