

# GOVERNMENT MEDICAL COLLEGE & ASSOCIATED HOSPITALS JAMMU

Fax No. 0191-2584234



Email: pmcjammu@gmail.com

Ph. No. 0191-2584247

ADVERTISEMENT No.: 06

DATE : 07 - 12 - 2019

Applications are invited as per Performa from eligible candidates for engagement on Academic Arrangement Basis under SRO-24 dated 10-01-2019 against the following vacant posts (Divisional Cadre Jammu) in Govt. Medical College, Jammu & its Associated Hospitals for a period of one year extendable upto maximum of six years (One year at a time and further extension subject to good performance and conduct) or till the posts are filled on substantive basis in accordance with Rules of Recruitment governing the posts, whichever is earlier.

S. No.	Name of post	Pay Scale	Eligibility
1.	Medical Record Technician	5200-20200+2400 P.R. L-4 (25500-81100)	10+2 or above qualification with Diploma in Medical Record Technician from Recognized Institution.

- Receipt of application forms w.e.f. = 10-12-2019
- Last date for receipt of application forms = 21-12-2019
- Timing for Receipt of forms = 11.00 a.m. to 03.00 p.m.
- Documents to be attached along with application form:-
  - a. Date of Birth Certificate.
  - b. Qualification certificate (Academic & Technical).  
(Mark sheets of all years/semesters)
  - c. Category Certificate, if any.
  - d. Experience Certificate, if any.
- Terms and conditions:-
  - a) Age at the time of application:-  
Minimum: 18 years.  
Maximum: 63 years.
  - b) The candidate should be permanent resident of J&K.
  - c) These appointments shall not entitle the appointee to any preferential claim for regularization/regular appointment under normal process of selection/appointment.
  - d) The services of an appointee under these rules shall be terminable before the expiry of the tenure of appointment with one month's notice from either side.
  - e) The number of posts can increase or decrease as per the requirement of the Institution without any further notice.
  - f) The selection Committee reserves the right not to fill up any post in case Administrative exigency so demands.
  - g) The provisions of the J&K Reservation Act and Rules made there-under shall govern the selections.
  - h) Conditions of Service in the matter of discipline and conduct of appointee shall be governed by the Rules, regulations and orders in-vogue under the J&K Civil Services Rules.
  - i) No weight-age shall be given to higher qualification other than the required.
  - j) The application should be on A4 size paper and all the entries in the application form should be in computer typed form, not hand written.

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- k) The application form duly filled and completed in all respects should be deposited in person or through registered post in the office of the Personnel Officer, Associated Hospitals, GMC, Jammu.
- l) Application form found incomplete in any manner during the scrutiny of applications shall be rejected without any prior notice to the applicant.
- m) Applicant found having made any incorrect or false statement, suppressing material information shall render himself/ herself liable for criminal proceedings.
- n) No application shall be entertained after last date of submission of application form, even by post.
- o) Remuneration: In case of retired Government official, last pay drawn minus pension and commuted portion of pension, subject to minimum total emoluments (including pension and commuted portion) being equal to the Revised basic pay corresponding to minimum of the pre-revised scale of the post as per SRO-93 dated: 15-04-2009 + Dearness Allowance.
- p) Along with application, enclose a self addressed envelope affixed with postal stamp worth Rs. 5/-
- q) The Date of Interview if required shall be notified separately.

The application form can be downloaded from the website of GMC, Jammu i.e.  
[www.gmcjammu.nic.in](http://www.gmcjammu.nic.in)

-5d-

Dr. Sunanda Raina,  
Principal & Dean  
GMC Jammu.

No: AHJ/2019/555 - 57

Dated: 07-12-2019

Copy to the:-

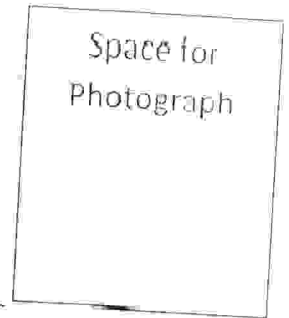
1. Financial Commissioner to Government, Health & Medical Education, Civil Secretariat, Jammu.
2. Joint Director, Information Dept., Jammu with the request to publish the same in at least two leading news papers of Jammu.
3. In-charge, website, GMC, Jammu with the request to post the same on the website.
4. Office Copy.

  
Smita Sethi (KAS)  
Administrator, AHJ  
GMC, Jammu.

# APPLICATION FORM

Application for engagement on Academic Arrangement Basis under  
SRO-24 dated 10-01-2019

1. Post applied for \_\_\_\_\_
2. Advertisement Notice No. & Date \_\_\_\_\_
3. Name of Candidate \_\_\_\_\_
4. Male \_\_\_\_\_ Female \_\_\_\_\_
5. Parentage \_\_\_\_\_
6. Date of Birth as per matriculate certificate \_\_\_\_\_
7. Permanent Address \_\_\_\_\_  
Post Office \_\_\_\_\_ Tehsil \_\_\_\_\_ District \_\_\_\_\_ Pin Code No. \_\_\_\_\_
8. Present Address \_\_\_\_\_
9. Contact No. \_\_\_\_\_ E-mail \_\_\_\_\_
10. Category OM/ST/SC/ALC/RBA/OSC/Physically Challenged/Ex-Serviceman \_\_\_\_\_
11. Details of Qualification:



Examination passed	Examining Body/ Board/ University	Year of Passing	Marks obtained	Total Marks	%age
10+2					
Diploma (MRT)					
Experience (if any)					

12. Documents enclosed:  
a) \_\_\_\_\_ b) \_\_\_\_\_ c) \_\_\_\_\_  
d) \_\_\_\_\_ e) \_\_\_\_\_ f) \_\_\_\_\_

13. Declaration  
a) I hereby declare that the Statements in this application are true to the best of my knowledge and belief.  
b) I undertake that any miss representation of facts & concealment of information shall result in the cancellation of my candidature.  
c) I shall accept the selection made by the selection committee which will be binding on me.

Signature of applicant