

No. A. 12025/1/2008-Estt-I/Estt.III
Government of India
Ministry of Health & Family Welfare
(Establishment III Section)

Nirman Bhawan, New Delhi.
Dated the

CIRCULAR

Applications are invited in the prescribed proforma for one post of Assistant Director General (Nursing) a Group 'A' Gazetted, Non- Ministerial, in the pay scale of Rs.12000-375-16500(Pre-revised)/Pay Band-3 with Grade pay of Rs.7600/-(Revised) in the Ministry of Health & Family Welfare. The post is to be filled up on Deputation (including short-term contract) from the following:-

Officers under the Central/State Governments/Union Territories/Autonomous Organizations:-

- (a) (i) Holding analogous post on regular basis in the parent cadre/department; or
(ii) With 5 years service in the grade rendered after appointment there to on a regular basis in the scale of pay of Rs.10000-15200(Revised PB-3, GP-6600) or equivalent in the parent cadre/department; or
(iii) With 10 years service in the grade rendered after appointment thereto on a regular basis in the scale of pay of Rs.8000-13500 (Revised PB-3, GP-5400) or equivalent in the parent cadre/department; **and**
- (b) Processing the following educational qualification & experience:-
(i) Master's Degree in Nursing from a recognized University/Institution or equivalent; and
(ii) Must be a Registered Nurse and Registered Midwife or equivalent with any State Nursing Council;
(iii) 10 year's experience in Nursing/ Teaching including Community Health services.

[Period of deputation/contract including period of deputation/contract in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department of the Central Government shall ordinarily not exceed 4 years. The maximum age limit for appointment by deputation (including short term contract) shall be not exceeding 56 years as on the closing date of receipt of applications].

2. The officers selected for appointment on deputation basis shall be entitled to draw pay/deputation (duty) allowance in accordance with the existing instruction on the subject issued by the Government of India from time to time.

3. The eligible and interested officers may send their application in the attached proforma (Annexure-I) through proper channel so as to reach the undersigned within 60 days from the date of publication of this circular in the Employment News. While forwarding

the application, it may please be ensured that the particulars of the candidate are verified and that he/she fulfills the eligibility conditions. The application should be forwarded along with upto date ACR dossier (or photocopies duly attested by Class-I officer), Vigilance & Integrity Certificate and statement that no minor/major penalty has been imposed upon the applicant during the last ten years. Applications received without any of these documents or not in prescribed format shall not be considered.

4. The duties of Assistant Director General (Nursing) in the Ministry of Health & Family Welfare are as per Annexure-II.

(Anil Kumar)
Under Secretary of Govt. of India
Tel. No. 011-23061323

To,

1. All Ministries/Department of Govt. of India (including Autonomous Organizations).
2. All State Governments/Union Territories.
3. Director Admn (HQ), Dte. G.H. S. (It is requested to circulate the vacancy among all subordinate offices under their control).
4. The Secretary, Union Public Service Commission, Dholpur House. Shahjahan Road, New Delhi.
5. Nursing Adviser, Department of Health & FW.
6. The Director, Dte. Of Advertising & Visual Publicity (DAVP), Suchana Bhawan, CGO Complex, Lodhi Road, New Delhi. It is requested that the circular may be published in the Employment News and a copy of the Employment News wherein the advertisement will be published may sent to this Ministry for record.
7. Director, NIC M/o Health & FW, Nirman Bhawan for posting on the website of the Ministry.

CURRICULAM VITAE PROFORMA

1. Name and Address (in Block Letters)					
2. Date of Birth (in Christian era)					
3. Date of retirement under Central/State Government Rules					
4. Educational Qualifications					
5. Whether Educational and other qualifications required for the post are satisfied. (if any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same)			Qualifications/Experience required		Qualifications/Experience possessed by the officer
			<u>Essential:</u> (1) (2) (3) <u>Desired:</u> (1) (2)		
6. Please State clearly whether in the light of entries made by you above, you meet the requirement of the post					
7. Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.					
Office/Institution	Post held	From	To	Scale of Pay and Basic	Nature of duties (in detail)
8. Nature of present employment i.e. Ad-hoc or Temporary or Quasi-Permanent					
9. In case the present employment is held on deputation/contract basis, please state:- i. The date of initial appointment ii. Period of appointment on deputation/contract					

<p>iii. Name of the parent office/organization to which you belong</p>	
<p>10. Additional details about present employment</p> <p>Please state whether working under (indicate the name of your employer against the relevant column)</p> <p>a) Central Government b) State Government c) Autonomous Organization d) Government Undertaking e) Universities f) Others</p>	
<p>11. Please state Whether you are working in the same Department and are in the feeder grade or feeder to feeder grade</p>	
<p>12. Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale</p>	
<p>13. Total emoluments per month now drawn</p>	
<p>14. Additional information, if any, which you would like to mentioned in support of your suitability for the post.</p> <p>(This among other things may provide information with regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the Vacancy Circular/Advertisement) Note: Enclose a separate sheet, if the space is sufficient).</p>	
<p>15. Please state whether you are applying for deputation (ISTC)/ Absorption/Re=Employment basis. (Officers under Central/State Governments are only eligible for "Absorption". Candidates are eligible only of Short Term Contract)</p>	
<p>16. Whether belongs to SC/ST</p>	

<p>17. Remarks (The candidates may indicate information with regard to (i) Research publications and reports and special projects (ii) awards/Scholarship/Official Appreciation (iii) Affiliation with the professional bodies/institutions/societies and (iv) any other information. (Note: Enclose a separate sheet if the space is insufficient)</p>	
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I have carefully gone through the vacancy circular/advertisement and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection committee at the time of selection for the post.

Date_____

Signature of the Candidate

Address_____

Countersigned

(Employer with Seal)

ANNEXURE-II

**DUTIED ATTACHED TO THE POST OF ASSISTANT DIRECTOR GENERAL
(NURSSING)**

1. All issues concerning to Nursing Services of Central Government institutions i.e. RMLH, SH, LHMC (SK & KS), CLTRI, JIPMER (Pondicherry), CIP (Ranchi), AIIMS & PGI (Chandigarh).
2. Recruitment Rules of all nursing personnel in all Central Government institutions.
3. Filling up and creation of Nursing Services position in Central Government institutions (Chief Nursing Officer and Nursing Superintendent and Deputy Nursing Superintendent).
4. Nursing Management Information System including Central Government institutions.
5. Delhi Nurse Colony.
6. Training needs assessment of nursing service personnel.
7. Continuing education Programme for the nursing service personnel (training of nurse in specialty area).
8. Follow-up of High Power Committee recommendations with State Government and Government of India.
9. International Assistance.
10. World Health Organization Project.
11. Collaboration with Indian Nursing Council.
12. Any other activity assigned by the competent authority.
13. Nursing Practice and Nursing standard.

Estt.III Section

Reference note at pre-page.

2. This is regarding filling up one post of Assistant Director General (Nursing) a Group 'A' Gazetted, Non- Ministerial, in the pay scale of Rs. 12000-16500 (pre-revised)/pay band-w with Grade pay of Rs.7600 in the Ministry of Health & Family Welfare.
3. As per approval at note page -42/N, the Draft/ vacancy circular for filling up the post of ADG(Nursing) is put up for approval please.

No.A.12025/01/2008-Estt.I/Estt.III
Government of India
Ministry of Health & Family Welfare
(Department of Health & Family Welfare)

Nirman Bhavan, New Delhi,
Dated the 05th April 2013.

To,

Asstt. Director, NIC,
Ministry of Health & Family welfare
New Delhi.

Sub: Upload the vacancy circulars for the post of Assistant Director General (Nursing) a Group 'A' Gazetted, Non- Ministerial, in the pay scale of Rs.12000-375-16500(Pre-revised)/Pay Band-3 with Grade pay of Rs.7600/-(Revised) in the Ministry of Health & Family Welfare - regarding.

Sir

The undersigned is directed to refer to the advertisement published in the Employment News (16-22 March2013) for the post of indicated above and requested to upload the these vacancy circular along with the proforma on the Ministry of Health & Family Welfare's website.

Encl: As above.

Yours faithfully,

(Anil Kumar)
Under Secretary (Admn)

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Date _____
Candidate

Signature of the

Address _____

Countersigned

(Employer with Seal)

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