



छावनी परिषद् देहुरोड

(भारत सरकार, रक्षा मंत्रालय)

CANTONMENT BOARD DEHUROAD

(Government of India, Ministry of Defence)

Dehuroad, Pune - 412 101,

Ph. No.020 27671222, Fax: 020 27672610

e-mail: ceodehu-stats@nic.in , website: <https://dehuroad.cantt.gov.in>

No. CBDR/ADMIN/Permanent Recruitment/2022

Date: - 31/01/2022

Employment Notice

(Last Date for receipt of offline application is 04.03.2022 till 06:00 pm for all below mentioned post)

1. Applications in the prescribed format are invited from eligible candidates for direct recruitment to the post of AMO (Assistant Medical Officer), Junior Clerk, Staff Nurse, Sanitary Inspector, in the office of the Cantonment Board Dehuroad, Distt:- Pune, State- Maharashtra.
2. Candidates must clearly subscribed the word, “**Application for the post of Assistant Medical Officer (AMO), Junior Clerk, Staff Nurse, Sanitary Inspector, in Category_____ (UR, OBC, SC, ST, PH)**” on the top of the envelope while sending the application form.
3. **Description of Posts:-**

Sr. No.	Name of the Post	Pay Scale (as per 7 th Pay Commission)	Reservation Status						Age Limit (as per CBESR, 2021)
			UR	SC	ST	OBC	EWS	Total	
1.	Assistant Medical Officer	Rs. 56100-177500 (S-20)	1	---	---	1	---	2	23-32 Yrs.
2.	Junior Clerk	Rs. 19900-63200 (S-6)	1	1	2	1	---	5	21-30 Yrs.
3.	Staff Nurse	Rs. 35400-112400 (S-13)	2	---	---	1	---	3	21-30 Yrs.
4.	Sanitary Inspector	Rs. 25500-81100 (S-8)	---	---	---	1	---	1	21-30 Yrs.

UR= Unreserved, OBC= Other Backward Class, SC= Scheduled Caste, ST= Scheduled Tribe, EWS= Economy Weaker Section, PH= Physically Handicapped.

Eligibility:-

Name of the Post	Education Qualification
Assistant Medical Officer	M.B.B.S Degree from recognized university + 01 year of experience in the respective field.
Junior Clerk	1. Possess a Degree (graduation) in any discipline from the recognized university 2. Certificate in Basic computer Knowledge from any Govt. institute. 3. Govt. Certificate in computer typing 35 wpm in English or 30 wpm in Hindi Typing.
Staff Nurse	Bachelor's degree in Nursing or Three- year Diploma in Nursing/GNM from a recognized Institution and Registration with Nursing Council of India/State.
Sanitary Inspector	HSC with Sanitary Inspector's Course Certificate from Government recognized Institute.

4. Detailed Advertisement, Format of the Application form and other information is available on <https://dehuroad.cantt.gov.in>.
5. Candidates are requested to download the application form from the above mentioned website. The duly filled application form along with self-attested copy of Education Qualification/certificate should be sent by Registered Post/Speed post on the below mentioned address:-

**Chief Executive Officer
Office of the Cantonment Board Dehuroad,
near Dehuroad railway Station,
Dehuroad, Dist:- Pune –
State:- Maharsthra, Pin:- 412101**

** The application should reach in prescribed time limit. The Cantonment Board Dehuroad is not responsible for postal delay. Any application received after time limit will be rejected. **

6. **Age Limit:- Age limits for the post of Assistant Medical Officer is 23-32 years and age limit for the post of Junior Clerk, Sanitary Inspector and Staff Nurse is 21-30 years.**

Note:- The cut-off date for determining the age limits shall be 04/03/2022.

Candidate should note that only the Date of Birth recorded in the Matriculation/Secondary School Examination Certificate or an equivalent certificate, will be accepted by the Cantonment Board for determining the age eligibility and no subsequent request for its change will be considered or granted.

Age relaxation for various categories will be as under:-

Categories	Year of relaxation
UR	No age relaxation
OBC	03 years (Only against reserve post of same category vacancy)
SC/ST	05 years (Only against reserve post of same category vacancy)
PH	10 Years
PH+OBC	13 Years
PH+SC/ST	15 Years
Ex-Servicemen (UR/General)	03 Years after deduction of the military service rendered from the actual as on the closing date for receipt of application
Ex-Servicemen (OBC)	06 Years after deduction of the military service rendered from the actual as on the closing date for receipt of application
Ex-Servicemen (SC/ST)	08 Years after deduction of the military service rendered from the actual as on the closing date for receipt of application
Departmental Candidates (General/UR) who have rendered at least 03 years of continuous service as on closing date for receipt of application.	Upto 40 Years
Departmental Candidates (OBC) who have rendered at least 03 years of continuous service as on closing date for receipt of application.	Upto 43 Years
Departmental Candidates (SC/ST) who have rendered at least 03 years of continuous service as on closing date for receipt of application.	Upto 45 Years

Reservation benefits:

1. Reservation benefit will be available for category candidates in accordance with the instructions/orders/circulars issued from time to time by the Govt.
2. Candidates who wish to be considered against reserved vacancies and/or to seek age relaxation, must be in possession of relevant certificate issued to them by the competent/notified authority (in prescribed format) on or before the closing date of application; otherwise their claim for OBC/ Persons with Benchmark Disabilities (PwBD) /ex-servicemen shall be rejected.

(Note: - This will be regulated as per Govt. Guidelines.)

- 7. Application Fee:** Application fee will be Rs.300/- (non-refundable) for all candidates (except for Ex-Serviceman, ST, SC, PH and transgender) to be paid through Demand Draft in the Favour of Chief Executive Officer, Cantonment Board Dehuroad payable at

State Bank Of India , Dehuroad. Application fee once paid shall not be refunded under any circumstances and will not be used for any future recruitment process.

8. Photocopy of the following documents/certificate to be attached along with application duly self-attested:-

- a. Marksheet of the essential educational qualification.
- b. Matriculation certificate
- c. 2 self-addressed envelope duly affixed with Rs. 10/- postal stamp.
- d. 3 latest passport size photograph duly attested by self on back side of photograph.
- e. In Case of Ex-serviceman :-Discharge Certificate from service, copy of pension PPO and copy of Ex-serviceman Identity Card.
- f. Experience certificate, if any.
- g. Photocopy of Caste Certificate duly attested by self for reserved posts.
- h. If Candidate applying for PH, copy of disability/medical certificate issued by Govt. Hospital.

9. **Admit Card / Summon Letter:** Application will be scrutinized and admit card only for eligible candidates would be sent by post.

10. **Date, Time & Venue for conduct of Written Examination/interview/personality Test/Skill Test:** - To be published on website.

11. **Mode of Selection:**

For Assistant Medical Officer:-

- a. Selection will be subject to the performance of candidate in **Interview/Personality Test**.

For Junior Clerk, Staff Nurse and Sanitary Inspector:-

- a. Final selection and merit will be based on written test only (The written test will be of 100 marks on the subject of Objective Type Questions having duration of 90 minutes). Answers to the questions will have to be marked on OMR Answer sheet.
- b. **Skill Test:-** The candidates, who will qualify written test for Junior Clerk, Staff Nurse and Sanitary Inspector as per criteria set by recruitment committee, will have to appear/undergo for the skill test mandatorily.

The qualifying criteria/passing mark/qualifying marks in skill test will be set by recruitment committee. Candidates who will obtain the qualifying/passing marks in the skill test will be considered for final ranking of selection as per marks obtained/Secured by them in Written Examination. The skill test will be of qualifying nature and mark secured in skill test will not be considered for final ranking/selection. The marks obtained in written test only considered for final ranking /selection.

- c. Candidates should note that there will be penalty (negative marking) for wrong answers marked by a candidate in the Objective Type Question Papers. There are four alternatives for the answers to every question. **For each question for which a wrong answer has been given by the candidate, one-third (0.33) of the marks assigned to that question will be deducted as penalty.** If a candidate gives more than one answer, it will be treated as a wrong answer even if one of the given answers happen to be correct and there will be same penalty as above for that question. If a question is left blank i.e. no answer is given by the candidate, there will be no penalty for that question.

12. Eligibility Criteria:-

- The candidate must be a citizen of India.
- The candidate must fulfil the educational qualification, age and other requirements as mentioned in this advertisement.

13. Scheme and Syllabus for written Examination

The question paper shall be of 90 minutes duration of 100 marks consisting of 100 question of objective type questions:-

Sr.No.		Subject	No. of question	Section wise Marks	Total Marks
1.	Junior Clerk	Reasoning and Quantitative Aptitude	50	50	100
		General Knowledge/Awareness	30	30	
		English Comprehension	20	20	
2.	Staff Nurse	Reasoning and Quantitative Aptitude	10	10	100
		General Knowledge/Awareness	20	20	
		English Comprehension	10	10	
		Nursing Syllabus	60	60	
3.	Sanitary Inspector	Reasoning and Quantitative Aptitude	10	10	100
		General Knowledge/Awareness	20	20	
		English Comprehension	10	10	
		S.I. Course	60	60	

Reasoning :-

Number Series, Classification, Venn Diagram, problem on Figural Pattern, Statements and Arguments, Statements and Assumptions, Puzzles, Coding and Decoding, Alphabet Series, Analogy, Paper Folding, Syllogism, Statements and Conclusion, Assertions and Reasoning, Seating Arrangements, Word buildings, Blood Relation.

Quantitative Aptitude:-

Simplification, Number Series, Percentage, Ratio and Proportion, Time, speed and Distance, Average, Geometry and Mensuration, Permutation and Combination, Bar Graph, Trigonometry, Number System, Square Root, Surd and Indices, Profit and loss, Simple and Cisterns, Boat and Stream, Probability, Pie Chart, Line Graph, Linear Equation, Mixture and Allegation, Discount.

English Comprehensive:-

Spot the Error, Fill in the Blanks, Synonyms, Antonyms, Spellings/ Detecting mis-spelt words, Idioms & Phrases, One word substitution, Improvement of Sentences, Active/ Passive Voice of Verbs, Conversion into Direct/ Indirect narration, Shuffling of Sentence parts, Shuffling of Sentences in a passage, Cloze Passage, Comprehension Passage, Part of Speech, Tenses, Article, Subject-Verb Agreement.

General Awareness/Knowledge:-

Questions are designed to test the candidate's general awareness of the environment around him/her and its application to society. Questions are also designed to test knowledge of current events and of such matters of everyday observation and experience in their scientific aspect as may be expected of an educated person. The test will also include questions relating to India and its neighboring countries especially pertaining to Indian History, Culture, Indian Geography, Economic Scene, General policy, scientific research, Technology, Award & Honors, Indian Polity & Constitution, Current events and issues of National & International Importance.

Nursing Syllabus:-

1. **Anatomy & Physiology:** Skeletal System, Muscular System, Cardio-Vascular System, Respiratory System, Digestive System, Excretory System, Nervous System, Endocrine System, Reproductive System and Sense Organs.
2. **Fundamentals of Nursing:** Nursing as a profession, Maintenance of therapeutic Environment, Nursing Process and Nursing Care Plan, Admission and Discharging of a Patient, The Dying Patient, Hygienic needs and Physical needs, Activity and Exercises, Safety needs, Elimination needs, Care and special condition, Meeting nutritional needs, Observation of Patient, Care of Equipments, Barrier Nursing, administration of drugs, Recording and Reporting.
- 3 **First Aid:** Meaning and Rules of First Aid Emergency situation such as Fire; Earthquakes; Famines; Fractures; Accident; Poisoning; Drowning; Haemorrhage; Insects bites; Foreign bodies Transportation of the injured, Bandaging and splinting, Immediate and later role of nurse.
4. **Medical Surgical Nursing:** Role and Responsibilities of Nurse in Medical and Surgical Setting. Care of Surgical patient, Anesthesia. Diseases of Cardiovascular System, Gastro Intestinal System, Genito Urinary System and Nervous System. Disorder and Diseases of the

Respiratory System, Musculo-Skeletal System. Blood Disorder and Blood Transfusion. Endocrine System, Metabolic disorders, deficiency diseases: Hyper and Hypo Secretions, Cysts/Tumours, Diabetes Mellitus, Obesity Gout. The diseases of skin, Ear, Nose and Throat. Diseases and Disorder of Eye, Intensive care Nursing. Common deficiency diseases, Prevalence in India, Early symptoms, prevention and treatment. Communicable Diseases: Virus, Bacteria, Zoonoses and Mosquito.

5. **Psychiatric Nursing:** Introduction, Community Responsibility, Diagnosis, Management and Role of the Nurse.

6. **Community Health Nursing:** Concept, Definition of Community Health, difference between: Institutional and community health nursing, qualities and function of community health nursing, Aspects of Community Health Nursing, Demography and Family Welfare. **Health Team:** Composition at Community Health Centre (CHC), Primary Health Centre (PHC); Sub-Centre. **Role of Nursing Personnel at Various levels:** Male & Female Health Worker, Health Supervisor, Public Health Nurse, Public Health Supervisor, Vital Health Statistics. Health education and Communication skills.

7. **Midwifery and Gynecological Nursing:** Introduction and Definition, Normal Pregnancy, Prenatal care, Care and advice regarding diet in pregnancy, ante-natal exercises, Minor disorders of pregnancy and alleviations of discomfort, Diseases associated with pregnancy Normal Delivery Preparation: Normal labour - First stage, Second stage and Third stage of labour, Nursing Management of Baby and birth, Nursing Management of mother during puerperium, Complication of pregnancy and its management, High risk pregnancy and its management, Labour Complications, Complications of puerperium and its management, Obstetrics operations, Drugs used in Obstetrics, Ethical and legal aspects related to midwifery and Gynaecological Nursing, Fertility and Infertility Diseases and disorders of female reproductive system including breasts.

8. **Paediatric Nursing:** Concept in Child health care and role of Paediatric nurse in child care, The healthy child, The Infant, Disorder of Infant, Recognition and Management of congenital anomalies, Breast Feeding, Introduction of Solids, Pre and post Operative care and Preparation of parents for surgery of the infant child. **Diseases of Children:** Etiology, Signs and Symptoms, medical and surgical management, nursing care, Complication, diet, and drug therapy, prevention and treatment with diseases - Gastro-intestinal system, Respiratory System, Genitourinary System, Cardio Vascular system, Nervous System, Eye and ear, Nutritional Disorder, Communicable diseases, Hematological disorder, Endocrine disorder Child health Emergencies, Psychological disorder problems and the handicapped Child.

9. **Professional Trends and Adjustment:** Definition and criteria of Nursing profession, Qualities of a professional nurse, Personal Professional Growth and Continuing Education Career in Nursing, **Professional related organizations:** International Council of Nurse (ICN), Indian Nursing Council (INC), State Nursing Council, World Health Organization, UNICEF, Trained Nurse Association of India (TNAI), Red Cross Legislation in Nursing.

10. **Microbiology:** Scope and usefulness of knowledge of microbiology in Nursing, Classification of Micro-organisms and factors influencing growth, Sources of Infection, Portals of Entry and Exit of microbes, Transmission of infection, Collection of Specimens and Principles to be kept in mind while collection specimen, Immunity, Control and destruction of micro-organisms

11. **Psychology:** Definition, Scope and importance for Nurses, **Psychology of human behavior:** Emotions, Attitudes, Frustration and Defense mechanisms, Personality, Intelligence and related Factors, Learning and Observation.

12. **Sociology:** Importance of Sociology in Nursing. The Socio-cultural and Economic aspects of the community and their effects in health and illness. **The Family:** Family as a social institution and basic unit for health service, Basic needs of family, Advantages of

Planned parenthood. **The Society:** Concept of society, Rural and Urban Society, Social Problems, unmarried mothers, dowry System, drug addiction, alcoholism, delinquency, handicapped, child abuse, domestic violence, women abuse, Social agencies and remedial measures. **Economy:** Resources of the country - Natural, occupational, agricultural, Industrial, etc. **Social Security:** Population explosion - its effect on economy and the need for population control, Budgeting for a family, per capita income and its impact on health and illness.

13. **Personal Hygiene:** Maintenance of Health, Physical health and Mental Health.

14. **Environmental Hygiene: Water:** Safe & wholesome water, Uses of water, Water pollution, Water borne disease and water purification. **Air:** Air pollution, prevention & Control of Air pollutions. **Waste:** Refuse, Excrete, Sewage, Health hazards of these wastes Collection, removal and disposal of the wastes, Housing, Noise.

15. **Computer in Nursing:** Disk operating systems, Use of computer in Nursing, Internet & Email in Nursing.

Sanitary Inspector Syllabus:-

1. **Basic Science and Health:-** Health and Disease, Physics, Chemistry and Mathematics, Anatomy and Physiology, Microbiology and Parasitology, Entomology, Social and Behavioural Sciences.
2. **Application of Basic Knowledge:-** Personal Hygiene, Pharmacology (including chemicals used in Public Health), Minor Ailments and Their Treatments, First Aid.
3. **Environment and Health:-** Environmental sanitation(water, refuse, disposal, excreta disposal, disposal of the dead, fairs and festivals, engineering methods of diseases and control), Air and Ventilation, Soil, lighting, Noise, Radiation and Housing.
4. **Nutrition and Health:-** Nutrition and food sanitation,
5. **Prevention and Control of Diseases:-** Epidemiology, Communicable and Non-communicable diseases, occupational health, Mental Health and Drug Dependence.
6. **Family Welfare:-** Maternal and Child Health and School Health, Family planning.
7. **Health Administration:-** Public Health Administration and National Health Programme, International Health Agencies, Health Education, Vital Statistics and Elementary Statistics, Act of Local Bodies and Prevention of Food Adulteration Act, Inspection of Premises, Book-Keeping.
8. **Others:-** Sanitary Laws, Public Health Education, Rodent Control, Vector Control, Flies, Lice, Fleas, Tick etc., Animal Reservoirs of Disease, First Aid, Minor Ailment, Septic Tank, Village Housing, School Sanitation, Village and Rural sanitation.

14. General Information:-

- a. The services of the appointed candidate/person will be governed under Cantonment Board Employees Service Rules 2021, Cantonments Act., 2006 and Pension Rules as amended from time to time by the Central Govt. as are applicable to employees of Cantt

Boards.

- b. The post is provisional for a period of 2 years (i.e. on probation) & thereafter permanent.
- c. No TA/DA will be paid to the candidates for appearing for the Examination/ interview/personality test.
- d. Department reserves the right to postpone/cancel/suspend/terminate the recruitment process without any prior notice/assigning any reason at any stage. No correspondence would be entertained in this regard.
- e. If there are two or more candidates in the same category having equal marks in the examination/interview/personality test, the candidate older in age get preference.
- f. The appointing authority shall draw a reserve panel/waiting list addition to the number of candidates selected as per the notified vacancies. The reserve panel/waiting list shall be valid for a period of one year from the date of declaration of result and the vacancies arising due to non-acceptance of the offer to appointment. Candidates not joining the post after acceptance of appointment of the candidates not being found eligible for appointment after verification of documents/certificates of due to registration of selected candidates within one year of joining the post, the same shall filled up from this reserve panel/waiting list.
- g. The Candidates applying for the recruitment should ensure that they fulfill all eligibility conditions for admission to recruitment. Their admission to all the stages of the recruitment will be purely **provisional** subject to satisfying the prescribed eligibility conditions. Mere issue of Admit Card to the candidate will not imply that his/her candidature has been finally cleared by the Cantonment Board Dehuroad.
- h. The Cantonment Board reserves the right to place reasonable limit on the total number of candidates to be called for interview/personality test.
- i. The Cantonment Board reserves the right not to fill up any of the posts advertised without assigning any reason.
- j. In case of any dispute, any sue or legal proceeding by or against the Cantonment Board, Courts within whose local Jurisdiction, Headquarter of the Cantonment Board is situated shall have the Jurisdiction.
- k. Canvassing in any form may lead to cancellation of candidature.
- l. The Cantonment Board shall verify the antecedents or documents submitted at any time, at the time of appointment or during the tenure of the service. In case, it is found that any document submitted is fake or the candidate has clandestine antecedents / background and

has suppressed the said information, his/ her services shall be terminated forthwith.

- m. Applications sent through e-mail will not be entertained, only application sent through Registered Post/Speed post will be accepted.
- n. The appointing authority makes provisional selection of the candidates on the basis of information provided in the application and document/certificates provided by the candidate at the time of scrutiny and subsequently , the appointing authority verifies and satisfies itself about the authenticity of documents/certificates and eligibility as per the recruitment rules before finally appointing the candidates. Therefore the provisional selection of a candidate confers on him/her no right of appointment unless the appointing authority is satisfied after such inquiry as may be considered necessary that the candidate is suitable in all respect appointment to the post.
- o. The candidates should have a **valid email ID** and a working **mobile number** for applying for the examination. The applicants are advised not to change the email ID or Mobile number during the process of recruitment. They are also advised not to give mobile number /email id of any unknown person to avoid any complication.
- p. The applicant should visit website <https://dehuroad.cantt.gov.in> frequently to check any update regarding the examinations.
- q. Any doubts / clarifications regarding the application can be cleared from the office of the Cantonment Board, Dehuroad on any working day between working hours.
- r. **Any corrigendum /changes/ clarification regarding the examination will only be notified through the website <https://dehuroad.cantt.gov.in> and no other medium of giving information to candidates will be incorporated.**
- s. All the applicants are required to be present well in advance at least 1 hour before. Commencement of Examination/interview/ personality test on the date & venue. Any delay in presence will be marked as absent.
- t. The appointing authority reserves the right to cancel or modify the advertisement or part of it any stage. The number of vacancies is provisional and subject to change (increase or decrease).
- u. Use of calculator, Laptop, Palmtop, other digital, electronic instrumental/mobile/Cell phone, Paper etc. is not allowed. In case of any candidate found to be in possession of any gadgets/instrument, he/she would be debarred from the examination and legal proceeding will be initiated against the candidates.

- v. The OMR Answer sheet and Question paper must be handed over to the invigilator after completion of examination as mentioned therein.

15. Documents required at the time of scrutiny of documents along with Admit Card:

After considering the merit list the shortlisted candidates will be called for verification/scrutiny of documents. The following original documents/certificates and one set of self – attested copies along with hard copy of Admit Card are to be produced at that time. The original documents as mentioned below of the shortlisted candidates will be checked & verified at Cantt. Board Office, Dehuroad Cantt and further, the appointing authority will undertake an exercise of verification of character and antecedents of the Candidates. Photocopies of following self-attested documents should accompany the application forms:-

- a) Application form duly signed by the candidate.
- b) Admit Card of the Candidate
- c) Certificate of date of birth/Matriculation
- d) Caste Certificate.
- e) Two latest coloured passport size Photographs.
- f) All the requisite Academic qualification with details marks.
- g) Registration Certificate form Government Medical council Board in case of AMO and Staff Nurse Posts.

It may be noted that document verification is just another stage in the selection process. Merely being called for Verification of documents does not indicate that his/her name will also appear in the final merit list.

Decision of the competent appointing authority would be final with regard to all matters connected with the recruitment including reserve the right to cancellation of recruitment process at any stage and no correspondence in this regard will be entertained.

16. Rejection.

The following acts/omission would render a candidate/application disqualified/rejected.

- a. Not meeting/Qualifying/Passing the laid down Mandatory Educational Qualification/Standards/Tests.
- b. Furnishing of false, inaccurate or tempered information.
- c. Obtaining support for his/her candidature through unfair means.
- d. Impersonation by any person.


- e. Submitting fabricated/false documents.
- f. Making statements which are incorrect or false or suppressing material information.
- g. Resorting to any other irregular or improper means in connection with his candidature for the selection.
- h. Improper/incomplete filling of application form.
- i. More than one application submitted for the same post.
- j. Recommendation of any kind will lead to disqualification for the post.

17. In case of any guidance / information/ clarification regarding their application, candidature etc. Candidates can contact on following:-

Email ID-ccodehuroad@gmail.com

Office Contact No.:- 020-27671222 (from 9:30 am to 06:00 pm)

“Government strives to have a workforce which reflects gender balance and women candidates are encouraged to apply.”


(Ramswoop Haritwal)
Chief Executive Officer
Cantonment Board Dehuroad.