



M. A. I. D. S.

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Govt. of NCT of Delhi

Maulana Azad Institute of Dental Sciences

“M.A.I.D.S. Complex, B.S. Zafar Marg, New Delhi – 110002”
(ADMINISTRATIVE BRANCH)

Recruitment to the Post of Para-medical/Technical Staff on contract basis in MAIDS

Applications are invited for the following posts to be filled **purely on contract basis initially for a period of One Year or till the regular incumbent joins the post, whichever is earlier** on a fixed consolidated amount. The contractual employees will be entitled for remuneration based on the formula Basic pay + D.A. as applicable in the respective pay matrix level + all allowances viz HRA, PCA, Dress allowance & TA as per order dated 19.11.2012 of H&FW Department.

Sl. No.	Name of the Post	No. of Post	Category*	Status
01.	CSSD Technician	02	02 - UR	Contractual
02.	OT Technician	01	01 - UR	---do---
03.	OT Assistant	01	01 - UR	---do---
04.	Lab Technician (Histopathology)	01	01 - UR	---do---
05.	Radiographer	02	01 – OBC & 01 - UR	---do---
06.	Lab Assistant	03	02 – UR & 01 - SC	---do---

***Reservation to the Pwd candidate as per DOPT Office Memorandum No. 36035/02/2017-Estt./ (Res) dated 15-01-2018 will be provided.**

Only those candidates, who fulfil the requirement of qualifications and eligible conditions as on 30.09.2022 may apply on the prescribed proforma :-

Sl. No.		Educational/Technical Qualification and Eligibility Criteria
01.	CSSD Technician	<ol style="list-style-type: none">1. Matriculation/Hr. Secondary/Sr. Secondary (10 plus 2) with Science from a recognized Institution/Board.2. Operation Room Assistant Course from a recognised institution i.e. AICTE/State Board of Technical Education/Indian Medical Association/Christian College of Nursing (St. Stephen Hospital)/ Universities approved by UGC/Delhi Govt./Central Govt./State Govt.3. 05 years experience as O.T. Assistant in OT/CTS/Neuro Surgery/Gastro Surgery CSSD/Anaesthesia/Gas Plant/Anaesthesia Workshops/ICU Surgical/Resuscitation in a recognized Hospital/Institution.

		<p><u>Age Limit:</u></p> <p>21 – 32 Years. Upper age relaxable fro SC/ST – 05 Years, OBC – 03 Years, Departmental Candidates with 03 Years continuous service who are in the same line or allied cadres - up-to 40 Years for General Employees and upto 45 Years for SC/ST employees in accordance with the instructions/orders issued by the Central Government.</p>
02.	OT Technician	<ol style="list-style-type: none"> 1. Matriculation/Hr. Secondary/Sr. Secondary (10 plus 2) with Science from a recognized Institution/Board. 2. Operation Room Assistant Course from a recognised institution i.e. AICTE/State Board of Technical Education/Indian Medical Association/Christian College of Nursing (St. Stephen Hospital)/ Universities approved by UGC/Delhi Govt./Central Govt./State Govt. 3. 05 years experience as O.T. Assistant in OT/CTS/Neuro Surgery/Gastro Surgery CSSD/Anaesthesia/Gas Plant/Anaesthesia Workshops/ICU Surgical/Resuscitation in a recognized Hospital/Institution. <p><u>Age Limit:</u></p> <p>21 – 32 Years. Upper age relaxable fro SC/ST – 05 Years, OBC – 03 Years, Departmental Candidates with 03 Years continuous service who are in the same line or allied cadres - up-to 40 Years for General Employees and upto 45 Years for SC/ST employees in accordance with the instructions/orders issued by the Central Government.</p>
03.	OT Assistant	<ol style="list-style-type: none"> a. Matriculation/Hr. Secondary/Sr. Secondary (10 plus 2) with Science from a recognized Institution/Board. b. Operation Room Assistant Course from a recognised institution. <p><u>Age Limit:</u></p> <p>27 Years Upper age limit relexable for SC/ST - 05 Years, OBC-03 Years, Departmental candidates with 03 years continues service who are in the same line or allied cadres – up-to 40 years for General employee and up-to 45 years for SC/ST employees in accordance with the instructions/orders issued by the Central Govt.</p>
		<p style="text-align: center;">B.Sc (Medical Lab Technology) or</p> <ol style="list-style-type: none"> 1. Matriculation/Hr. Secondary/Sr. Secondary (10+2) with science from a recognized institution/Board. 2. Diploma in Medical Lab. Technology from a recognized Institution 3. 03 years experience as a Lab. Assistant in any group of Medical laboratories.

04.	Lab Technician (Histopathology)	<p>The following courses would be treated as recognized courses: All courses for the said posts run by the Hospitals of Delhi Govt., Central Govt. and other State All courses for the said posts being run by Indian Medical Association and Christian College of Nursing (St. Stephen Hospital). All courses for the said posts approved by All India Council of Technical Education and State Boards of Technical Education. All courses for the said posts conducted by the Universities approved by University Grants Commission.</p> <p><u>Age Limit:</u></p> <p>Between 18 –27 years as on last date of submission of application. Age relaxable for Govt. Servants up-to 35 Years and OBC is as per service rules.</p>
05.	Radiographer	<ol style="list-style-type: none"> 1. Sr. Secondary (10+2) with science form a recognised board/university. 2. Certificate (02 years course) in Radiography or Diploma (02 years course) in Radiography or B.Sc Radiography) or Radiological Technology (02 years course) from a recognized Institute. <p><u>Age Limit:</u></p> <p>Between 18 –27 years {relaxable as per orders and instructions or orders issued by the Central Govt. From time to time}.</p>
06.	Lab Assistant	<ol style="list-style-type: none"> 1. Matriculation/Hr. Secondary/Sr. Secondary (10+2) with science. 2. Diploma in Medical Lab. Techniques from a recognized Institution <p style="text-align: center;">OR</p> <p>10+2 Vocational courses in Medical Laboratory Technology (MLT) from School recognized by State Govt.</p> <p><u>Age Limit:</u></p> <p>18 –27 years (Relaxable Govt. Servant in accordance with the instructions/orders issued by the Central Government from time to time.</p>

Fee Payable

Rs. 1000/- for General/OBC Candidates and Rs. 500/- for SC/ST Candidates. PwD candidate are exempted from fee. The fee can be deposited through Demand Draft in favour of “Director-Principal, MAIDS” payable at New Delhi. **No Fees for PwD candidates.**

Fee once paid will not be refunded in any case.

Mode of Selection

The selection will be made through screening (Written & Skill) test and followed by interview of shortlisted candidates.

“It will be the responsibility of the applicant to ensure that they fulfil the educational/ technical qualification, eligibility criteria, Caste Certificate, Age Proof or any other relevant documents pertain to this during the scrutiny of documents or at the time of screening test/interview if found any deficiency or any concealment of fact their candidature/appointment will be cancelled.

How to Apply

The application form can be downloaded from the MAIDS website www.maids.ac.in complete application in the prescribed format along-with all self attested documents and fee must reach **on or before 30-09-2022 upto 4:00 PM through by Post or by Hand only to the “Director – Principal, Room No. 116, Maulana Azad Institute of Dental Sciences, MAMC Complex, B.S. Zafar Marg, New Delhi – 110002”.**

Documents to be attached s

Self attested scanned copy of all certificates in support of age, caste, qualification, experience, two passport size photographs, etc are to be attached with application form.

“OBC Certificate should be issued from Govt. of NCT of Delhi as “OBC (Delhi)”. OBC Certificate issued from any state other than Delhi or certificate issued from Govt. of NCT of Delhi but on behalf of any other state will not be considered. General candidates are not eligible to apply against reserved category post”.

Note : Application received after the due date will not be consider in any circumstances and the fee paid will also not be returned.

Other Terms and Conditions

1. The present vacancy arose as the regular incumbent has been sent on deputation for a short period. In case the regular incumbent sent on deputation does not report within 06 months, based on the service record of the contractual employee so appointed against the post. The period of contractual engagement can be extended for a short period by the institute.
2. The said contractual engagement is purely on contract basis for a period of one year only and it shall be deemed to have automatically come to end on expiry of the said engagement period or till a regular incumbent joins the post, whichever is earlier.
3. The engagement is purely on contractual basis and it can be terminated by the institute i.e. Maulana Azad Institute of Dental Sciences during the currency of the agreement without assigning any reason or giving any notice.
4. The contractee shall have to give one month notice or deposit an amount equal to one month remuneration if he/she wishes to terminate the contract or as per decision of the competent authority.

5. Any unauthorized absence from more than five days will lead to termination of the contract.
6. The contractee will sincerely perform the duties assigned to him/her by the Institute authorities to the satisfaction of the Institute authorities. He/She shall remain polite and courteous to the staff members, patients and their attendants and shall abide by the rules and regulations of the Institute.
7. It will not be the responsibility of the institute to provide accommodation to the Contractee. The Contractee shall not be entitled for any government accommodation.
8. The contractual appointee will not be entitled to financial benefits/concessions or medical facility as admissible to Govt. Employees.
9. The contractual appointee will not be granted any claim or right for regular appointment to any post.
10. The appointee shall be on the whole time appointment of the institution and shall not accept any other appointment, paid or otherwise and shall not engage himself/herself in private practice of any kind during the period of contract.
11. Scope of work assigned & other conditions as mentioned above may be clearly detailed in the contract.
12. Leave admissibility to the employee during the contract period will be as under:-
 - a. Earned Leave will be granted @ Two and half days per month of completed service.
 - b. The leave will be granted in full days only.
 - c. Maternity leave as per Maternity Benefit Act, 1961.
 - d. Leave encashment on termination of service or during the currency/expiry of contract period is not allowed.
 - e. No other leave is admissible.

Schedule for Recruitment

1.	Date of Opening	16-09-2022
2.	Date of Closing	30-09-2022
3.	<ol style="list-style-type: none"> 1. Display of List of Eligible/Non Eligible candidates. 2. Issuing of Admit Cards for screening (Written & Skill) test. 3. Declaration of Result of Qualifying /Shortlisted candidates for interview 	The dates and schedule shall be displayed on the website of MAIDS www.maids.ac.in
4.	The candidates are advise to follow the Institute website regularly for any update and information	

NOTE: No TA/DA will be paid for written/Skill test and interview.

Sd/-
(Dr. Sangeeta Talwar)
Director-Principal,
MAIDS.