



GOVERNMENT OF INDIA
MINISTRY OF DEFENCE
EX-SERVICEMENT CONTRIBUTORY HEALTH SCHEME
STATION HQ (ECHS CELL), NAGPUR
e-mail: stnhqnagpur@gmail.com
EMPLOYMENT NOTICE



1. ECHS invites applications to engage following OIC, Medical, Para Medical & Non-Medical Staff on contractual basis in ECHS Polyclinic Nagpur for a period of one year **renewable for additional period of one year/till attaining the maximum age subject to performance of candidate/ other conditions** according to the criteria as mentioned against each post:-

Appointment	Minimum Qualification	No of Vacancies	Fixed Remuneration
OIC Polyclinic	Graduate	ONE	Rs. 75,000/-
Medical Specialist	MD/MS in Specialty concerned /DNB	ONE	Rs. 1,00,000/-
Medical Officer	MBBS	THREE	Rs. 75,000/-
Dental Officer	BDS	ONE	Rs. 75,000/-
Lab Tech / Asst	DMLT/Class 1 Lab Tech Course (Armed Force)	ONE	Rs. 28,100/-
IT Net Tech	Diploma Certificate/Equivalent in IT Networking, Computer Application	ONE	Rs. 28,100/-
DEO	Graduate/Class 1 Clerical Trade (Armed Force)	TWO	Rs. 16,800/-
Clerk	Graduate/Class 1 Clerical Trade (Armed Force)	TWO	Rs. 19,700/-

2. **For Terms & Conditions, Application Form & Remuneration** Kindly see our website www.echs.gov.in → Advertisement → Nagpur. For additional details, please contact Stn HQ (ECHS Cell) Nagpur at Telephone No. **0712-2512771, Extn:7671, 0712-2990062 & e-mail ID stnhqnagpur@gmail.com**. Also approach ECHS Polyclinic, Nagpur for further details. Preference will be given to the Ex-servicemen.

3. **Last date of receipt of application as per format given at our website** Application as per requisite format alongwith self attested photocopies of testimonials in support of Educational Qualifications and Work Experience will be submitted to **Station Commander, Stn HQ ECHS, Nagpur, Maharashtra-07** by **09 Feb 23**. Any application received after **09 Feb 23** will not be accepted.

4. **Interview Date, Timing & Venue** All Shortlisted candidates will be informed the same through telephone & e-mail on **14 Feb 23** and their name will be displayed at **Main Gate (Futala Gate) of HQ MC, VSN, Nagpur-07**. Candidates must bring all the original certificates/mark sheets/degree of 10th/ Matric, 10+2 & Graduation / Post Graduation/ Diploma / course, work experience and Discharge Book, PPO service record and 02 PP size colour photographs at the time of interview. **No TA/DA** is admissible. Only candidates meeting the Qualitative Requirement may apply.

APPLICATION FORM FOR EMPLOYMENT IN ECHS

NAME OF POST APPLIED FOR: _____

Name of Polyclinics applied for : _____

Affix recent
Passport size
Photograph
(Don't staple)

1. Name: _____ If Ex-servicemen,
write Service No.: _____ Rank: _____
Arms/Services: _____ Unit Last served : _____
Date of retirement : _____
3. Date of Birth: _____ and **Age as on 01 Feb 2023:** _____ Years _____ Months & _____ Days.
4. Sex : Male / Female _____
5. Postal Address : _____
_____ Pin _____

Mob. No.: 1. _____ 2. _____ **E-mail ID:** _____

6. Educational Qualification & Additional Qualification (Photocopies duly attested to be attached)-

Sl No.	Qualifications/ Degree	Year of Passing	Place and Name of School/College /Institute /University/Board	No. of Attempts	% Marks
(a)	10 th				
(b)	12 th				
(c)	Graduation				
(d)	Post-Graduation				
(e)	PG Diploma				

7. Work Experience (Experience certificate must be attached for consideration of experience)-

Sl No.	Place of work/Name of Institute and designation/ Appointment held	Period of Employment		Duration of employment	Experience Certificate attached (Yes / No)	Reason for leaving to Job
		From	To			
(a)						
(b)						
(c)						
(d)						
(e)						

8. Registration No. and date of registration with Indian/State Medical Council _____
(Photocopy of registration to be attached)
9. Honours and Awards (Professional & Service) _____
10. Details of previous service in Defence/Centre/State Govt. (Photocopies of ESM I-Card, Discharge Book & PPO, duly attested to be attached)
11. Total period of service (including SSC if any) _____
12. Details of previous service if any with ECHS and reason for termination _____

DECLARATION

(a) I hereby solemnly declare that all the statement made in the above application are true and correct to the best on my knowledge and belief.

(b) I fully understand that in the event of any information furnished by me about being found false or incorrect, action can be taken against me.

Place : _____

Signature _____

Date : _____

Name of Applicant _____

EX-SERVICEMEN CONTRIBUTORY HEALTH SCHEME (ECHS)
EMPLOYMENT NOTICE AND QUALITATIVE REQUIREMENTS (QRs)

Ex-Servicemen Contributory Health Scheme (ECHS) desires to engage the following staff on contract basis for its **ECHS Polyclinic located in Nagpur, Maharashtra** as per the details given below:-

SI No.	Appointment	No. of Posts	Basic Qualification	Work Experience	Desirable Attributes	Reservation for Ex-Servicemen	Contractual Fees (per month)	Upper age limit as on 01 Feb 23
1	OIC Polyclinic	ONE	Graduate	Minimum 5 years work experience in Health Care Institutions or Managerial Positions.	Additional Managerial qualifications, Experience of more than 10 years, Computer qualifications.	100%	Rs. 75,000/-	63
2	Medical Specialist	ONE	MD/MS in Specialty concerned	Minimum 3 years in the Specialty after Post Graduation	Merit in MBBS, Merit in PG	60%	Rs. 1,00,000/-	68
3	Medical Officer	THREE	MBBS	Minimum 5 years after internship preferable additional qualification in Medical/ Surgery	Merit in MBBS, PG qualification, Experience of more than 10 years.	60%	Rs. 75,000/-	66
4	Dental Officer	ONE	BDS	Minimum 5 years work experience	Merit in BDS, PG qualification	60%	Rs. 75,000/-	63
5	Laboratory Technician/ Assistant	ONE	DMLT/ Class 1 Lab Technician Course (Armed Force)	Minimum 5 years work experience in Laboratory.	Experience of more than 10 years.	70%	Rs. 28,100/-	56
6	IT Network Technician	ONE	Diploma Certificate/ Equivalent in IT Networking, Computer Application	Minimum 2 years	Knowledge of IT equipment, Software installation and maintenance of computer network.	70%	Rs. 28,100/-	53
7	Data Entry Operator	TWO	Graduate/ Class 1 Clerical Trade (Armed Force)	Minimum 5 years	Computer qualified, experience of more than 10 years	70%	Rs. 16,800/-	53
8	Clerk	TWO	Graduate/ Class 1 Clerical Trade (Armed Force)	Minimum 5 years	Computer qualified, experience of more than 10 years	70%	Rs. 19,700/-	53

GENERAL INSTRUCTIONS

1. **Contractual Terms & Conditions:** The contractual employment will be for a period of one year from 01 Apr 2023 to 31 Mar 2024. The second year employment is allowed on extension after first year, subject to satisfactory conduct and performance in the first year based on Appraisal System. The contractual employee will not be entitled to any allowances, *financial benefits or concessions as admissible to Government employees.*
2. **Working hours:** The working hours for all staff (except Medical Specialist) would be 48 hours per week (8 hours X 6 days) from Monday to Saturday and Sunday will be holiday. For Medical Specialist the working hours would be 30 hours per week (5 hours X 6 days) from Monday to Saturday and Sunday will be holiday.
3. **Leave:** Admissible **2.5 days** for every completed month during the contractual period which will lapse, if accumulated, at the end of six months. Entitled leave will be besides, Sundays & Gazetted Holidays.
4. **Termination of Services:** Contract can be terminated by either side by giving one month's notice.
5. The desired candidates will submit Application form alongwith duly self attested copies of Academic/Professional/Work experience Certificate, Medical Council Registration, copy of Aadhar & PAN card, one passport size photograph and residence/address proof at **Station Commander ECHS, HQMC(U), AF, Vayusena Nagar, Nagpur-440007**. The interview of all said categories will be held at Station HQs ECHS, Vayusena Nagar, Nagpur-440007. Original copies of Certificates should be carried on the date of interview for verification.
6. Only duly filled-in application which is supported by all required documents (as mentioned in para 5 above) will be accepted and **Incomplete applications will not be accepted.**

The candidates who were earlier employed in ECHS but whose services were terminated/not extended for the second year employment, need not apply.

MEDICAL FITNESS CERTIFICATE

(FOT GOVT. SERVICE/NON GOVT. SERVICE)

1. I, do certify that have examined No. _____ Rank _____
Name _____ S/O / D/O / W/O _____ a
candidate for employment as (Name of Post) _____ has been
Medically examined and found to be physically & mentally fit to perform his/her duties in ECHS
Polyclinic.

2. His/her age as on 01 Feb 2023 is _____ years as per date of birth _____
recorded in the document.

Signature of Candidate

Place :

Sign of MO with Stamp _____

Date:

COUNTERSIGNATURE OF SEMO/CMO

Place : Nagpur

Dated :

SEQUENCE OF DOCUMENTS

Details of documents required one set of photocopies:-

1. Aadhar Card
2. PAN Card
3. 10th Certificate
4. 12th Certificate
5. Graduation Certificate
6. Diploma / Degree
7. Attempt Certificate/year wise mark sheets for passing MBBS/BDS
8. Valid Medical / Dental Council Registration Certificate
9. PPO, Discharge Book, ESM I-Card (for ESM only)
10. Medical Fitness Certificate
11. Experience Certificate (as applicable)
12. No Objection Certificate from current employer (if applicable)

Note: All above documents (duly self attested) to be attached with application form.