

**(Advertisement No - 02/2020-2021)
(Non-teaching posts- Group -A)
(Director, IMS, Medical Superintendent
and Deputy Medical Superintendent)**

Tel. : 0542-6703236 Fax: 0542-2368781

Website: www.bhu.ac.in/rac

Online Application Only

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IMPORTANT DATES:

Last Date for Online submission of Application form, Application Fee payment & Application Forms PDF download : 30.09.2020 upto 5:00 p.m.

Last date for submission of downloaded application form along with the enclosures : 03.10.2020 upto 5:00 p.m.

A non-refundable Application Fee of Rs. 1000/- through online from the candidates of Gen. and OBC categories for Non-teaching posts. No application fees shall be charged from the candidates of SC, ST and PwDs categories. The application fee is to be paid through the payment gateway by online Internet Banking/Debit Card/Credit Card.

ONLINE APPLICATION forms (available at www.bhu.ac.in/rac) are invited from *Indian Citizens* under Group 'A' posts in the University as per the Pay matrix indicated below.

Group	Post Codes	Academic Level/Level	Pay in Pay Matrix
A	10194	Academic Level 15	+ NPA as per GoI Rules
A	10195	Level- 14	: Rs. 1,44,200 (1,44,200-2,18,200)
A	20289, 20290	Level- 12	: 78,800 (78,800 -2,09,200)

Department/Centre/Unit	Post Code	Name of the Post	No. of Posts			
			UR	SC	ST	OBC
Institute of Medical Sciences	10194	Director	1			
Sir Sunderlal Hospital	10195	Medical Superintendent (Tenure appointment for 5 years or till the age of retirement, whichever is earlier)	1			
Trauma Centre, Institute of Medical Sciences	20289	Dy. Medical Superintendent	1			
Sir Sunderlal Hospital	20290	Dy. Medical Superintendent (MM)	1	1		

Essential qualification for Non-teaching positions under Group 'A',

For Post Code: 10194 (Director): E.Q.:

- A medical qualification included in the First or Second Schedule or Part II of the third schedule to the Indian Medical Council Act of 1956 (Persons possessing qualifications included in part II or Third Schedule should also fulfil the conditions specified in Section 13 (3) of the Act.
- A Postgraduate qualification in Medicine or Surgery or Public Health and their branches.
- Teaching and research experience of not less than ten years as Professor (in the Academic Pay Level/Pay Level 14).
- Twenty-five years standing in the profession.
- Extensive practical & Administrative experience in the field of medical relief, medical research, medical education or public health organization and adequate experience of running an important scientific educational institution as its Head.

Upper Age Limit: Preferably 60 years.

Tenure of post:

The Director shall hold the office for a term of 05 years from the date on which he/she enters upon his/her office or until he/she attains the age of 65 years, whichever is earlier.

For Post Code: 10195 (Medical Superintendent): E.Q.:

- a. A medical qualification included in the First or Second Schedule or Part II of the third schedule to the Indian Medical Council Act of 1956 (Persons possessing qualification included in part II or third Schedule should also fulfill the conditions specified in Section 13(3) of the Act.
- b. A Postgraduate Qualification e.g. MD or MS or a recognized qualification equivalent thereto or MHA (Master's in Hospital Administration) or Postgraduate Degree recognized as equivalent to MHA by the Medical Council of India.

Required Experience: Ten years experience in hospital administration in hospitals after obtaining the P.G. Degree in a senior position preferably in hospitals with 300 or more beds.

Upper Age Limit: 60 years

Tenure of post: The Medical Superintendent shall hold the office for a term of 05 years from the date on which he/she enters upon his/her office or until he/she attains the age of retirement.

For Post Code: 20289 (Dy. Medical Superintendent) & Code: 20290 (Dy. Medical Superintendent (MM)): E.Q.:

- a. A recognized medical qualification included in the First or Second Schedule or Part II of the third schedule (other than the licentiate qualification) to the Indian Medical Council Act of 1956 Holders of educational qualifications included in part II or the 34th Schedule should fulfill the conditions stipulated in subsection (3) of the section 13 of the Indian Medical Council Act, 1956.
- b. A Postgraduate Qualification e.g. MD or MS or a recognized qualification equivalent thereto or MHA (Master's in Hospital Administration) or Postgraduate Degree recognized as equivalent to MHA by the Medical Council of India.

Required Experience: Five years experience in hospital administration in hospitals after obtaining the P.G. Degree in a senior position preferably in hospitals with 300 or more beds.

Upper Age Limit : 60 years

General Instructions to the Candidates

1. Online mode of submission of applications shall be essential.
2. There is a separate online recruitment form for Group 'A'.
3. Applicants shall first register on the Recruitment & Assessment Cell portal on the BHU website, after which, they can fill up the prescribed electronic application form online.
4. Separate applications shall be submitted for different positions.
5. Before starting to fill up the form, please ensure keeping ready a digital copy of passport size photograph in JPEG format not exceeding 50 kb in file size and digital copy of signature not exceed 50KB, for up-loading.
6. Filling all mandatory fields is required to make your application complete.
7. Incomplete applications will not be considered and will be REJECTED.
8. While filling the online application, if your browser closes unexpectedly or if you are logged out, please use the login information sent to your email to login again.
9. In case of any technical problems, please send an email to recruitment@bhu.ac.in
10. There are several Tabs in your application. After completing each tab, you should click on "Save and Proceed" button to save the information and move to the next tab. After filling of all tabs, the candidate can finally submit his application. **Please note that you cannot make any changes after final submission.**
11. On successful submission, the applicant will come across a link to download a PDF of the application, which he/she will have to print and send to BHU after signing it and having it forwarded by his employer, if any, with the requisite application fee, so as to reach BHU by the last date.
12. Mere eligibility will not entitle any candidate for being called for interview. More stringent criteria including holding written test may be applied for short-listing the candidates to be called for interview. Applicants having higher qualification and merit or higher marks in the written test will be given preference in case of Group A posts.
13. The Ordinances governing the procedure to be followed by the Selection Committee may be seen on the portal of the Recruitment & Assessment Cell on the BHU website.
14. The University shall verify the antecedents or documents submitted by a candidate at the time of appointment or during the tenure of the service. In case, it is detected that the documents submitted by the candidates are fake or the candidate has a clandestine antecedents/ background and has suppressed the said information, then his/her services shall be terminated.
15. **The University reserves the right to withdraw any advertised post(s)** at any time without giving any reason. Any consequential vacancies arising at the time of interview may also be filled up from the available candidates. The University may, at its discretion, fill up any future vacancy belonging to Gen./SC/ST/OBC as per roster point out of the available candidates. The number of positions is thus open to change. The University may relax/review the qualification/ experience and age limit at its discretion at any stage and in case of candidates with exceptional merit.
16. A candidate belonging to any reserved category who desires to be considered for any unreserved post also besides the posts under reserved category, will have to submit separate forms for Unreserved posts and reserved posts.
17. In case of any inadvertent mistake in the process of selection which may be detected at any stage even after the issue of appointment letter, the University reserves right to modify/withdraw/cancel any communication made to the candidate.
18. In case of any dispute/ambiguity that may occur in the process of selection, the decision of the University shall be final.
19. Applicants who are in employment should route their application through proper channel or should submit a "No Objection Certificate" from the employer prior to the interview, failing which they may not be considered further.
20. Candidates are advised to satisfy themselves before applying that they possess at least the minimum essential qualifications laid down in the advertisement.
21. Canvassing in any form will be a disqualification.
22. No interim correspondence shall be entertained.
23. On the positions reserved for specially abled persons (OH, VI, HH), all the specially abled persons are requested to apply since if the designated category of specially abled person is not available, the post may be filled with other categories of specially abled candidates available to the extent of required number of their reserved posts.
24. The positions reserved for specially abled persons (OH, VI, HH) for which the particular post(s) has been reserved, the candidate of other categories of specially abled persons may also submit their application. In case of non-availability/suitability of the applicant of certain category of advertised post(s) may be filled up by the suitable applicant belongs to other categories of disabilities.

25. Relaxations and concessions for persons with disabilities will be applicable in accordance with reservation policy of the GoI and subsequent clarification/directives issued from time to time to this effect.

26. Relaxations and concessions for SCs/STs/OBCs will be applicable in accordance with reservation policy of the GoI and subsequent clarification/directives issued from time to time to this effect.

27. The applications shall be invited through online mode. The applicants should be required to submit their downloaded application form (hard copy) after filling it online, along with all the enclosures to the Office of the Registrar Recruitment & Assessment Cell, Holkar House, BHU by last date for submission of downloaded application along with the enclosures must reach to the Recruitment & Assessment Cell, Holkar House, B.H.U., Varanasi -221005 by the last date of submission of applications

28. The eligibility of the candidate will be determined on the last date of submission of application in the Recruitment & Assessment Cell, Holkar Houser, BHU, Varanasi, i.e., **03.10.2020**.

29. Please visit our website: <http://www.bhu.ac.in> for application form, details of qualifications and other instructions in this regard.

The downloaded application form along with the enclosures in the Office of the Registrar Recruitment & Assessment Cell, Holkar Houser, BHU, Varanasi -221005 (U.P.) on or before 03.10.2020

Dated: 30.08.2020

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