

GUIDELINES

(Guidelines issued from time to time for recruitment and instructions to candidates)

1. Candidates are instructed to visit webpage i.e., <https://forms.gle/K6NR6KKaC7gvJ4oH7> and upload and submit details in web application. Then after you will receive message in your mail box with attachment of application. Candidates are directed to download the application form and submit along with required following documents with (Tagged) self-attestation at O/o. the DM&HO Hyderabad during office hours from 20.05.2023 to 23.05.2023. **“those who have not submitted hard copy of application / required documents will be summarily rejected and no further request will be entertained”.**

- i. SSC or Equivalent examination,
- ii. Intermediate (or) 10+2 examination,
- iii. Latest Caste Certificate issued by the Tahsildar /MRO concerned,
- iv. Relevant certificates in respect of candidate claiming PH, Ex-Serviceman and EWS and other quota.
- v. Bonafide certificates for the study from 1st to 7th class and in case of private study, Residence certificate from the Tahsildar /MRO concerned,
- vi. Marks memos of MBBS (Consolidated/Year wise) concerned Board or University.
- vii. Provisional Certificate of MBBS, from the board/university concerned.
- viii. Registration Certificate from the TSMC Board
- ix. One photograph duly pasted and signed across on the application form.

The appointment is purely temporary on contract basis under NUHM. The contract is initially for a period of one year.

2.AGE:

The minimum age is 18 years and maximum age is **44 years** as on **31.07.2023** with the following relaxations allowed for reckoning the maximum age limit as per existing rules:-

- i) For SCs, STs & BCs 5 (Five) years
- ii) For ex-servicemen 3 (three) years in addition to the length of service in armed forces.
- iii) Disabled persons 10 (ten) years

The rule of reservation of local candidates is applicable as per the latest presidential order.

3. No. OF POSTS AND SALARY & UNIT OF APPOINTMENT & EDUCATIONAL QUALIFICATIONS

Sl. No.	Name of the post	No. of vacancies	Salary per month	Unit of appointment	<u>Qualification</u>
1.	Medical Officer (Basthi dawakhana)	13	Rs. 52,000/-	Multi zone-II	MBBS Degree as entered in the schedule to the Indian Medical Council Act 1956 as subsequently amended, registered with TS Medical council.
2	Medical Officer (UPHC)	09	Rs. 52,000/-	Multi zone-II	
3	Medical Officer (Palliative Care Unit) MNJ Hospital	02	Rs. 52,000/	Multi zone-II	
4	Medical Officer (Mental Health Programme)	01	Rs. 52,000/	Multi zone-II	
5	Medical Officer (RBSK)	06 (Male-3, Female-3)	Rs. 52,000/	Multi zone-II	
6	Medical Officer (DEIC)	01	Rs. 52,000/	Multi zone-II	

4. Application registration fees per SC/ST & BC Rs. 200/- and others Rs. 500/- in cash.

5. Multi Zone-II Districts

1) Suryapet, 2) Nalgonda, 3) Bhonagiri Yadadri, 4), Jangaon, 5) Medchal (Malkajgiri), 6) Hyderabad, 7) Rangareddy, 8) Sangareddy,9) Vikarabad,10) Mahaboobnagar, 11) Jogulamba (Gadwal), 12) Wanaparthy, 13) Nagarkurnool 14) Narayanpet.

6. METHOD OF RECRUITMENT

The recruitment is purely temporary on contract basis, under NUHM / NHM initially for a period of one year.

Recruitment shall be done by the District Selection committee for the District Health Society. The District Selection committee shall consist of the following members:

- a) District Collector - Chairman
- b) DM&HO - Member-convener
- c) Dy. Director, Social Welfare - Member
- d) DCHS - Member
- e) Any other member the chairman - Member
- f) Selections will be done based on the following criteria.

1. For eligible applicants, recruitment will be made by awarding 90% of marks for marks obtained in qualifying examination and 10% marks for age weightage. After completion of 18 years, 0.5 marks will be added for completion of one year.
2. All guidelines to recruit the contract employees as prescribed by Government from time to time have to be followed.
3. Provisional merit list will be prepared based on the marks obtained in the qualifying examination and displayed for transparency sake.
4. Provisional selection list will be prepared from the finalized provisional merit list duly following the rule of reservations, merit and presidential order according to the availability of roster points and will be displayed in the District Official Website.
5. The District Selection Committee is not responsible, for any discrepancy in application form submitting. The applicants are therefore, advised to strictly follow the instructions and guidelines, before submitting the application.
6. The particulars furnished by the applicant in the online Application Form will be taken as final based on particulars uploaded only. Therefore, candidates are to be very careful while uploading in online Application Form.
7. Incomplete/incorrect application form will be summarily rejected. The information, if any furnished by the candidate subsequently, in any other format of application will not be entertained by the District Selection Committee under any circumstances. Applicants should be careful in filling-up the application form and submission. If any lapse is detected during the scrutiny, the candidature will be rejected even though he/she comes through the final stage of recruitment process or even at a later stage.
8. The appointment for above posts on contract basis is purely on temporary basis and is liable to be terminated at any time without any notice or assigning any reason thereof,
9. Contract period will be for one year from the date of commencement of agreement/ or from the date of reporting.
10. This contract appointment does not confer any right for regular appointment.
11. They are only eligible for Casual Leaves as per rules per year and 120 days of Maternity leave for women without any pay and they are not eligible for any kind of Leave like Earned Leave, Half Pay Leave or Commuted Leave and in case of unauthorized absence for more than one month, their services will be terminated without any notice.
12. The temporary services for the above posts on contract basis do not qualify for any pensionary benefits.
13. That he/she has to discharge the duties for the above posts in the institution, to which he/she is posted, to the entire satisfaction of the superiors and in case of any default, he/she will be liable for termination without any notice.
14. That he/she has to maintain absolute integrity and devotion to his/her duties.
15. If the candidate is willing to resign, he/she should submit one month prior notice in advance, to the undersigned.
16. That he/she will not be transferable from the place of posting to any other place during the period of contract. However, keeping in view of Medical emergency, Employer has right to shift his/her services, wherever is required, for administrative convenience.
17. That during their contract period, the original certificates will remain under the custody of this office till the date of completion of contract.
18. That he/she has to execute an agreement bond in the format on a non judicial stamp paper worth Rs.110/- agreeing to the above terms and conditions, from the date of reporting for duty concerned.

Sd/-Dr.J.Venkati,MBBS.DGO
**DISTRICT MEDICAL & HEALTH OFFICER,
HYDERABAD DISTRICT.**