



दामोदर घाटी निगम/Damodar Valley Corporation
मानव संसाधन विकास विभाग,/ Human Resource Development Department
डीवीसी टावर्स, आआईपी रोड, कोलकाता / DVC Towers, VIP Road, Kolkata – 700054

CONTRACTUAL EMPLOYMENT NOTICE

EMPLOYMENT NOTICE NO. PLR/Medical & Para-Medical(Contractual)/80/2017/73 March 31 ,2017

Damodar Valley Corporation (DVC), one of the premier power utilities in India engaged in Thermal/Hydel Power Generation, Transmission & Distribution with its Head Quarters in Kolkata and hospitals/dispensaries located in the field formations spread across the states of West Bengal and Jharkhand invites online applications for the following **Medical & Paramedical** posts on **Contractual Basis** for a period up to **1(one) year** to be filled up through **Interview/Skill Test/Screening** on the terms and conditions mentioned hereinafter.

Table-A

(1)	(2)	(3)	(4)	(5)
Sl. No.	Name of the Post & Post No.	Vacancy	Reservation	Honorarium
1.	General Duty Medical Officer (Contractual), 2017/2	14	UR-6, OBC-4, SC-3, ST-1	Consolidated Pay of Rs. 54,985/- (Fixed).
2.	Jr. Pharmacist Gr. II (Contractual), 2017/3	6	UR-4, OBC-2	Consolidated Pay of Rs.14,697/- (Fixed).

Note:-DVC reserves the right to increase/decrease the vacancies depending upon the future requirements.

1. Qualification Requirement:

Table-B

(1)	(2)	(3)
Sl. No.	Name of Post & Post No.	Qualification & Experience required
1.	General Duty Medical Officer(Contractual), 2017/2	MBBS Degree recognized by the Medical Council of India (MCI) and obtained from a recognized Medical College/University & one year experience as a Medical practitioner after internship.
2.	Jr. Pharmacist Gr. II (Contractual), 2017/3	1) Higher Secondary (Science) or equivalent with 2 years Diploma course in Pharmacy from recognized Institution. 2) Registration with Pharmacist Council of any State or Central. 3) Candidate should have passed Dresser-ship examination or 2 years Post-Qualification experience in Dressing and working in a reputed Hospital/Nursing Home. 4) In case of candidates holding B.Pharma Degree , the post qualification experience for one year in Dressing will be required.

2. Terms & Conditions for Medical Officers & Paramedical Staff:

- (i) **Age Limit: Maximum 65 years** of age as on last date of application for all categories (General/OBC/SC/ST/PWD) of candidates.
- (ii) **Period of Engagement:** One year from the date of joining (may be extended on requirement basis).
- (iii) **Honorarium:** As per Column (5) of Table A.
- (iv) **Travelling Allowance:** For journeys in connection with duties will be guided by TA rules of the Corporation.
- (v) **Accommodation:** Accommodation may be provided, if available, subject to deduction of license fee, electricity and water charge as applicable to the DVC employees. However, no HRA is admissible in any case.
- (vi) **Conveyance Allowance:** As applicable for regular employees & **will be calculated on 107% DA.**

- (vii) **Medical facilities:** The incumbent (not other family members) will get medical facility only in DVC Hospitals, but there will be no reimbursement of medical expenses.
- (viii) **Termination of Contract:** The assignment shall remain terminable by giving one month's Notice from either side.
- (ix) **Leave:** Only 8 (eight) days Casual Leave, 2 (two) days Restricted Holiday (as per DVC Leave Calendar) and 10 days Commuted Leave (against Medical Certificate) per year may be granted, but no encashment of leave is admissible. **Maternity Benefit leave may be allowed as per Maternity Benefit Act 1961.** No other leave is admissible.
- (x) **Selection Process:** Through **Interview/ Skill Test/Screening etc.**
Where the number of applications received in response to the Employment Notification is large and it will not be convenient or possible for DVC to conduct written test or interview all those candidates, DVC has the right to shortlist the candidates to be called for written test or interview or both on the basis of marks in qualifying examination and experience higher than the minimum prescribed in the Notification.
- (xi) **Miscellaneous:**
 - (a) During the period of contractual engagement in DVC, whatsoever, it may be as in case of regular employee, Leave Travel Assistance (LTA) will not be applicable.
 - (b) Services are transferable to any DVC Project/Field Formation.
 - (c) **EPF provision as applicable to be complied with as per Employee Provident Fund & Miscellaneous Provisions Act 1952 & rules made there under.**
 - (d) **Candidates should make their own arrangements for stay if the Interview/Skill Test continues on next day.**
 - (e) **No Traveling expenses are admissible for attending the Interview/Skill Test.**

3. GENERAL INFORMATION AND INSTRUCTIONS:

- (i) Before applying /appearing for the Interview/Skill test/Screening, the candidate must ensure that he / she fulfils the eligibility criteria and other norms mentioned in the advertisement hoisted on the website **www.dvc.gov.in**. If any shortcoming is detected after appointment, the services of such candidates are liable to be terminated.

- (ii) DVC reserves the right to cancel the Notification, modify the Qualification Requirement without assigning any reason thereof and any decision of DVC in respect of the shortlisting criteria/ selection process depending upon the number of valid applicants throughout will be final & binding.
- (iii) Reservations and relaxations for SC / ST / OBC (Non-creamy layer)/PWD (***Degree of Disability 40% or above***) candidates will be provided as per GOI Guidelines.
- (iv) The candidate claiming to belong to SC/ST/OBC (Non-creamy layer)/PWD/Ex-Servicemen category has to submit attested copy of **Caste /PWD certificate in the prescribed format** issued by the Competent Authority specified by GOI Rules/Orders. In case of OBC (Non Creamy Layer) candidates, **latest caste certificate (not older than six months from the date of Interview/Skill test/Screening)** needs to be submitted. *(Please refer to **Annexure-1 to 3** in DVC website for prescribed GOI format of Caste & Disability Certificate).* **Also, OBC (NCL) candidates will have to give a self-undertaking indicating that they belong to OBC (Non-Creamy Layer) category at the time of Interview/Skill Test/Screening.**
- (v) Candidature is liable to be rejected at any stage of recruitment process or after recruitment, if any information provided by the candidate is found to be false or not in conformity with eligibility criteria mentioned in the Employment Notification. The decision of DVC in all matters relating to eligibility, acceptance or rejection of online applications, penalty for false information, mode of selection & interviews, selection and allotment of posts and places of postings to the selected candidates shall be final and binding on the candidate. No enquiry/ correspondence or telephonic discussion will be entertained in this regard. If any shortcoming is detected after appointment, the services of such candidates are liable to be terminated.
- (vi) It is brought to the knowledge of the candidates that if the situation so demands due to unforeseen reasons or otherwise, the interview/skill test/screening may continue even on the next working day(s) beyond the fixed dates, candidates should make their own arrangements for stay for attending the interview/skill test.
- (vii) Candidates are required to sign in the prescribed place provided in the Form in running hand and not in Block Capital or disjointed letter. During physical verification, all signatures should be identical. **Different styled Signature at various occasions during Recruitment activities may lead to the rejection of the candidature.**

- (viii) Candidates whose result of Diploma/Degree/Post-Graduate Degree as the case may be has been declared on or before the last date of application are only eligible to apply. The candidates whose result is going to be declared after the last date of online application are not eligible to apply.
- (ix) Any subsequent amendment/notice/clarification etc., if any, will be made available in DVC website only. As such, candidates are advised to keep visiting DVC website www.dvc.gov.in from time to time till completion of recruitment process of the posts.
- (x) Canvassing in any form will be a disqualification.
- (xi) Only Xerox copy of documents will be retained. However, records of other than selected candidates are not maintained after completion of the recruitment process.

4. Documents/Testimonials to be brought mandatorily at the time of Interview/Skill Test/Screening:

Candidates must bring the Self attested Xerox copies along with ORIGINALS of following documents/testimonials at the time of Interview/Skill Test/Screening:-

1. Printout of On-Line Application Form duly signed and with LTI.
2. Proof of Date of Birth (School Final Certificate/Secondary School Passing Certificate).
3. **SC/ST/OBC (NCL) certificate in GOI format, if applicable (In case of OBC (NCL), certificate must not be older than 6 months from the date of Interview/Skill Test/Screening)(See Annexure 1 & 2).**
4. **PWD Certificate from the Competent Authority, if applicable, in GOI format (See Annexure-3).**
5. Degree/Provisional Degree in support of Class X, XII, Diploma, Graduation, Post-Graduation, etc.
6. Testimonials & Mark sheets (semester/year wise) of Class X, XII, Diploma, Graduation, Post-Graduation, etc.
7. Registration Certificate, if applicable.
8. Internship Certificate, if applicable.
9. Experience Certificate, if applicable.
10. NOC from the current employer if working in a PSU/Govt./Semi-Govt/etc.
11. Four recent passport size colored photographs duly self-attested.

12. Identity Proof (PAN card/ Passport/ Driving License/ Voter ID card/ Aadhar Card, etc).

5. INSTRUCTIONS ON “HOW to APPLY” for ON-LINE APPLICATION:

Mode of Application: Candidates should apply through DVC’s Online Registration System only. The Online Registration will be available on the DVC website www.dvc.gov.in (Under Careers->Recruitment Notice) and will remain activated from **11:00 hrs of 24.04.2017 to 24:00 hrs of 14.05.2017**. No other mode of application will be accepted.

Following Information/documents to be kept ready before applying ON-LINE:

- a) **One scanned photograph of size between 10 KB & 250 KB to be uploaded while applying.** Besides, Candidate should arrange to have 4 (four) identical colored passport size photographs duly self attested not older than 3 months from the date of application to be stapled with the print out of the Online Application so made. The photograph should be with clear front view of the candidate without cap or sunglasses. Xerox copy of photograph is not permitted. Identical photos shall be used throughout the selection process.
- b) Documents relating to academic & professional qualifications, etc for entering marks.
- d) Valid E-Mail ID & Contact No. of the candidate, which shall remain valid for at least 6(six) months from the date of this notification.
- e) After having arranged all information/documents, candidates should log on to www.dvc.gov.in and follow the instructions given in the detailed Notification. After successful submission of the online application including uploading of scanned photo, **a Unique Registration/Application Number** will be generated and thereafter candidates need to take a printout of the application so made. Printout without system-generated number will not be accepted in any case. If candidates are not in position to upload the scan photo, he/she may submit online application without photo and thereafter staple the photograph on the print out of the application.
- f) Candidates are advised to take 2(two) Print outs of the Online Application for future reference.
- g) Candidates are also required **to bring the ORIGINALS** of all the documents mentioned at **SL. No. 4** above pertaining to Proof of D.O.B, Academic & Professional Qualification, Caste & Disability Certificate (if applicable) etc. **at the time of Interview/Skill Test/Screening. The self-attested documents submitted in hard copy along with online application will be verified with originals at the time of interview/skill test/screening.** If any candidate is found ineligible while verifying the documents, he/she shall not be allowed to appear for further selection process.
- h) **No hard copy of the Online Application Form or certificates/testimonials to be sent to DVC HQ before appearing for the Personal Interview/Skill Test/Screening.**

6. How to Apply:

Before appearing for the Interview/Skill Test/Screening, candidates need to fill up the Application Form ONLINE in DVC website www.dvc.gov.in (Under Careers->Recruitment Notice) on and from **24.04.2017** till **14.05.2017** and bring a print out of the Online Application Form duly filled in enclosing all supporting documents in ORIGINAL along with one set of self-attested Xerox copies of supporting documents at Interview/Skill Test/Screening venue for verification. Candidates are required to bring all documents in ORIGINAL as well as XEROX COPIES as mentioned at Sl. No. 4 (Page-5).

Before applying, candidates should keep marksheets of Xth ,XIIth , Diploma, Graduation, Post-Graduation, Registration Certificate of State or Council ,etc. for entering marks & a scanned copy of coloured photograph (of size between 10 KB to 250 KB) ready to be uploaded while applying ONLINE.

IMPORTANT INFORMATION:

Opening Date of Application ONLINE	24.04.2017 (From 11:00 A.M)
Closing Date of Application ONLINE	14.05.2017 (Till 24:00 hrs)
Date, Time, Venue for Interview/Skill Test/Screening	Will be notified on DVC website www.dvc.gov.in (Under Careers->Recruitment Notices) only
Helpline No:- 033-6607-2537(For Eligibility related queries)/ 033-6607-2856 (For technical issues) (During Official working hours only) Email-ID: recruitment@dvc.gov.in	

Note: Any Corrigendum and subsequent changes, Date of Interview/Skill Test/Screening, venue, etc. will be notified on DVC website only. Therefore, all applicants are requested to visit DVC website www.dvc.gov.in (Careers->Recruitment Notices) regularly.


मुख्य अभियंता व प्रभारी (मासं) / C.E.& In-Charge(HR)
For & on behalf of DVC