

Department of Medical Education and Research,
Chandigarh Administration
(GOVT. MEDICAL COLLEGE & HOSPITAL, CHANDIGARH)
(Hospital Building), Sector 32-B, Chandigarh - 160 030

PUBLIC APPOINTMENT NOTICE

LAST DATE FOR RECEIPT OF ON-LINE APPLICATIONS 07.05.2025

Online applications are invited for filling up of the following **Group 'B' posts** of Nursing Officers in Government Medical College & Hospital, Sector 32, Chandigarh and Mental Health Institute, Sector-32, Chandigarh on temporary basis, but likely to continue: -

No. of Vacancies					
UR	SC	OBC-NCL	EWS	PwBD***	Total
212	47	123	42	16	424

*Number of vacancies is subject to variation and may increase or decrease.

Abbreviations used: UR=Un-reserved, OBC-NCL=Other Backward Class- Non creamy layer, SC-Scheduled Caste, EWS-Economically Weaker Section and PwBD- Person with Benchmark Disability

*** **Note:** Out of 424 vacancies as mentioned above, 16 (sixteen) posts are reserved for Persons with Benchmark Disabilities (PwBD) as have been identified as suitable for PwBD in accordance with notification no. 38-16/2020-DD-III dated 01.04.2021 to the following categories:-

Functional Requirement	Suitable Category of Benchmark Disabilities
S, ST, W, BN, MF, RW, SE, H, C	a) OA, OL, CP, LC, Dw, AAV b) SLD c) MD involving (a) to (b) above

Functional Requirement abbreviations used: S=Sitting, ST=Standing, W=Walking, BN=Bending, MF=Manipulation with Fingers, RW=Reading & Writing, SE=Seeing, H=Hearing, C=Communication,

Category Abbreviations Used: OA=One Arm, OL=One Leg, CP=Cerebral Palsy, LC=Leprosy Cured, Dw=Dwarfism, AAV=Acid Attack Victims, SLD=Specific Learning Disability, MD=Multiple Disabilities

Age Limit:


1. 18 – 30 years (As per detail of Age relaxation given in the General Conditions)
2. Age shall be counted on the last date of closing of Application form.

Application Fees:

- | | | |
|-------------------------------------|---|-----------|
| A) General/OBC (NCL)/EWS Candidates | - | Rs.1000/- |
| B) SC | - | Rs.800/- |
| C) Persons with Disabilities | - | Exempted |

The candidates willing to apply should visit GMCH website i.e. <http://gmch.gov.in> and click on vacancy or the site can be accessed by typing <http://gmch.gov.in/jobs-and-training> for further details like, ONLINE Application form, Pay Scale, Eligibility Criteria and Terms & Conditions, etc. In case of Technical Assistance/difficulty/enquiry regarding submission of ONLINE Application form candidates can send email at dmerut2021@gmail.com.

No.: GMCH/HA-I/EA1/2/3/2025/
Dated, Chandigarh the


Director Principal
GMCH-32, Chandigarh

Department of Medical Education and Research,
Chandigarh Administration
(GOVT. MEDICAL COLLEGE & HOSPITAL, CHANDIGARH)
(Hospital Building), Sector 32-B, Chandigarh - 160 030 Ph. 0172-2601023-24
PUBLIC APPOINTMENT NOTICE

START DATE FOR SUBMISSION OF ON-LINE APPLICATIONS : 15.04.2025
LAST DATE FOR SUBMISSION OF ON-LINE APPLICATIONS : 07.05.2025
LAST DATE FOR DEPOSIT OF APPLICATION FEE : 09.05.2025

Online applications are invited for filling up the following **Group 'B' posts** of Nursing Officer on temporary basis, but likely to continue: -

No. of Vacancies					
UR	SC	OBC-NCL	EWS	PwBD***	Total
219	47	123	35	16	424

***Number of vacancies is subject to variation and may increase or decrease.**

Abbreviations used: UR=Un-reserved, OBC-NCL=Other Backward Class- Non creamy layer, SC-Scheduled Caste, EWS-Economically Weaker Section and PwBD- Person with Benchmark Disability

*****Note:** Out of 424 vacancies as mentioned above, 16 (sixteen) posts are reserved for Persons with Benchmark Disabilities (PwBD) as have been identified as suitable for PwBD in accordance with notification no. 38-16/2020-DD-III dated 01.04.2021 to the following categories :-

Functional Requirement	Suitable Category of Benchmark Disabilities	Nature of work performed	Working Condition/Remarks
S, ST, W, BN, MF, RW, S E, H, C	a) OA, OL, CP, LC, Dw, AAV b) SLD c) MD involving (a) to (b) above	Serving with patients in Hospital (in General ward).	Mobility should not be restricted. Incumbent should be considered with suitable aids & appliances support.

Functional Requirement abbreviations used: S=Sitting, ST=Standing, W=Walking, BN=Bending, MF=Manipulation with Fingers, RW=Reading & Writing, SE=Seeing, H=Hearing, C=Communication,

Category Abbreviations Used: OA=One Arm, OL=One Leg, CP=Cerebral Palsy, LC=Leprosy Cured, Dw=Dwarfism, AAV=Acid Attack Victims, SLD=Specific Learning Disability, MD=Multiple Disabilities

ESSENTIAL QUALIFICATION	
	<p>A (i) B.Sc (Hons.) Nursing from a recognized University or Institute; or Regular course in B.Sc Nursing from a recognized University or Institute; or Post Basic B.Sc Nursing from a recognized University or Institute.</p> <p>(ii) Registered as a Nurse or Nurse and Mid-wife (RN or RN and RM) with State Nursing Council.</p> <p>OR</p> <p>B (i) Diploma in General Nursing Mid-Wifery from a recognized Board or Council;</p> <p>(ii) Registered as a Nurse or Nurse and Mid-wife (RN or RN and RM) with State Nursing Council;</p> <p>(iii) One year experience in minimum 50 (Fifty) bedded Hospital after acquiring the educational qualification mentioned at (B) (i) above.</p>

General Conditions:**1. No application shall be entertained unless he/she is:**

- a) a citizen of India or
- b) a subject of Nepal, or
- c) a subject of Bhutan, or
- d) a Tibetan refugee, who has come over to India before the 1st January 1962 with the intention of permanently settling in India or
- e) a Person of Indian origin, who has migrated from Pakistan, Burma, Sri Lanka, East African Countries of Kenya, Uganda, the United republic of Tanzania (formerly Tanganyika and Zanzibar) Zambia, Malawi, Zaire, Ethiopia and Vietnam with the intention of permanently settling in India.

Provided that a candidate belonging to any category (b), (c), (d) shall be a person in whose favour a certificate of eligibility has been issued by the Chandigarh Administration and produced before the recruiting/appointing authority.

2. AGE LIMIT:

18 to 30 years. (Relaxable for Govt. Servants upto 5 years in accordance with instructions or orders issued by Central Government).

Note: The crucial date for determining the age limit shall be closing date for receipt of applications from candidates.

3. RESERVATION AND RELAXATION:**I. Age relaxation (upper limit) to the posts mentioned above will be given as below:**

- | | | |
|--|---|--|
| a) SC | - | 05 (Five) years |
| b) OBC | - | 03 (Three) years |
| c) PwBD | - | 10 (Ten) years |
| d) Centre Govt. Civil employees who have rendered not less than three years regular service as on closing date for receipt of online submission of application | - | 05 years |
| e) Ex-Servicemen & Commissioned Officer incl. ECO/SSCOs | - | Length of Military service plus 03 years |

II. Eligible "Own merit" SC/OBC-NCL/PwD candidates will be included in the combined merit list and considered for selection against unreserved seats.**III. PwD candidates selected against posts reserved for PwD will be compulsorily placed in the category to which they belong i.e. UR in UR-PwD, SC in SC-PwD, OBC-NCL in OBC-NCL-PwD and EWS in EWS-PwD.****IV. As per letter issued by the Department of Personnel, Chandigarh Administration bearing no. 27/4/94-IH(7)-2024/2685 dated 04.09.2024, a person belonging to OBC Category, he/she – would be eligible for benefit of reservation of socially and educationally backward classes in UT Chandigarh, subject to the following conditions: -****(A) General**

- (i) The person and his/her parents shall actually belong to the community claimed;

- (ii) His/Her community shall be included in the list of OBCs issued by the Central Govt. in respect of U.T. Chandigarh or his/her community shall be included in the list of BCs issued by the Social Welfare Department, U.T., Chandigarh from time to time, by notification/order(s)
- (iii) That person shall belong to Union Territory, Chandigarh.

(B) Cases of Migration

- (i) Where a person migrates from a State/UT Chandigarh, (s)he can claim to belong to OBC/BC (and is entitled to the concession/benefits) only in relation to that State to which (s)he originally belonged and not in respect of the Union Territory, Chandigarh.
 - (ii) Further, when a person belonging to OBC/BC migrates from one State to U.T. Chandigarh for the purpose of employment, education, etc. the prescribed authority of Chandigarh Administration may issue the OBC/BC Certificate to a person who has migrated from another State/U.T. on the production of a genuine certificate issued to his/her father by the prescribed authority of the State/U.T. of his/her father's origin except where the prescribed authority feels that a detailed enquiry is necessary through the State of origin before the issue of the certificate. The Certificate will be issued irrespective of whether the OBC/BC candidate in question is included in the list of OBC pertaining to U.T. Chandigarh. The facility does not alter the OBC/BC status of the person in relation to the one or the other State/U.T. The OBC/BC person on migration from the State/U.T. of his/her origin to U.T. Chandigarh, where his/her caste is not in the OBC/BC list of Chandigarh Administration, is entitled to the concessions/benefits admissible to the OBCs/BCs from the State of his/her origin and Union Government but not from U.T. Chandigarh."
4. Claim of the candidates belonging to SC and OBC categories will be considered only when the same is accompanied by the certificate issued by the Tehsildar/Executive Magistrate in the format prescribed for SC & OBC by the Government of India. The Certificate of **OBC candidate should contain the clause of non-creamy layer (NCL)**. OBC-NCL and EWS candidates must submit certificate certifying OBC-NCL/EWS status at the time of application and a fresh certificate at the time of counselling if selection process extends into next financial year.
 5. Claim of candidates belonging to OBC category will only be considered if the caste of **OBC included in the notified list of OBC, U.T. Chandigarh**.
 6. Claim of the candidate belonging to EWS category will be considered only when the same is accompanied by the certificate issued by the Tehsildar/Executive Magistrate in the format prescribed by the Government of India.
 7. No age relaxation will be given to the employees of Board/Corporation/Autonomous Bodies etc.
 8. Reservation for PwBD will be as per the guidelines/instructions contained in DOP&T OM no. 36035/02/2017-Estt (Res) dated 15.01.2018 with regard to the Reservation for Persons with Disabilities. Only such persons would be eligible for reservation under PwBD Quota in service/posts who suffer from not less than 40% of Physical Disability. Persons who want to avail the benefit of reservation would have to submit a Disability Certificate as issued by the Competent Authority in prescribed format. However, the candidature of PwBD candidate is subject to evaluation by the Medical Board constituted by GMCH Authorities for assessment of Disability and determines their eligibility for selection. The Medical Board will evaluate suitability of candidates for the post he/she is being considered for. All the instructions of Govt. of India as amended and as applicable in this matter will be followed.

Eligibility for Scribe and/or compensatory time:

A. Persons with Benchmark Disabilities in the categories of blindness, locomotor disability (both arms affected – BA) and cerebral palsy will be provided with the facility of a scribe if desired by the person against self-undertaking.

B. The PwBD candidates in the category of blindness, locomotor disability (both arms affected-BA) and cerebral palsy are allowed Compensatory Time of twenty minutes per hour of the examination if desired by the person against self-undertaking.

Note: -

1. The applicant will bring his/her scribe.
2. The qualification of the scribe will always be matriculate only and the scribe should have passed matric in the last 2 years.
3. Candidate will have to bring all required certificates in original and one set of photocopies (Candidate's Disability certificate, Scribe's photo identity proof, Scribe's matriculation certificate) at the Examination Centre.

9. PROCEDURE FOR SUBMISSION OF ONLINE APPLICATIONS

1. The detailed advertisement and information is available on the website i.e. <http://gmch.gov.in> and click on vacancy or the site can be accessed by typing <http://gmch.gov.in/jobs-and-training> website gmch.gov.in/jobs-and-training.
2. Applications will be accepted online (only) **from 15.04.2025 to 07.05.2025** on the website i.e. <http://gmch.gov.in> and click on vacancy or the site can be accessed by typing <http://gmch.gov.in/jobs-and-training>. **Such candidates who have completed and saved their application by due date shall be able to submit fee by 09.05.2025 till midnight (23.59 PM).**
3. No application shall be entertained by hand or by post in the Department.
4. Ensure that you have a valid personal email ID. In case, a candidate does not have a valid personal email ID, he/she should create his/her new email ID before applying Online. You should keep checking the inbox / spam box of this email id regularly during the recruitment process as intimations may be sent on this email id. However, your primary source of information / intimations will remain the above-mentioned website.
5. Please scan your Photograph & Signatures (on white page) individually and save them individually in JPEG format. The size of any of these individual images should not exceed 100 kb each, otherwise you will not be able to submit your online application.
6. Please keep following details ready with you before starting your online application.
 - a) Personal demographic details including Date of Birth and Nationality.
 - b) Mobile Number
 - c) Personal Email ID
 - d) Reservation Category Details

- e) Soft Copies of scanned Photograph and Signatures.
 - f) Soft Copies All documents pertaining to Educational, Professional qualification and experience.
7. Fill out the form available on the website i.e. <http://gmch.gov.in> and click on vacancy or the site can be accessed by typing <http://gmch.gov.in/jobs-and-training> by clicking at the link "Recruitment of Nursing Officer".
 8. Click on button "Online Form" and fill all Registration Details (The name of the candidate, Father/Husband, Mother should be spelt correctly in the application as it appears in the certificates/mark sheets. Any change/alteration found may disqualify the candidature) and click "NEXT".
 9. This will Display your **login id** and **password**. Please note these down (or take print of screen shot) and keep them secret with you as you will require these while logging into the recruitment portal. In fact, you will be required **to download the Admit Card** from this portal later on by logging through same login id and password.
 10. Click on "Complete Your Form" to complete the form. This will take you to "Educational Qualification" Page.
 11. Fill information regarding 10th, 10+2, higher of Diploma/Degree and Post-Graduation (if done). Click "Next" after filling all qualification details. This will take you to "Other Information" Page.
 12. Fill Correspondence and Permanent address and upload the scanned copies of photograph and signatures and click "Next". This will take you to "Verify and Confirm" page.
 13. Read Preview of Application carefully. If you want to change anything – click on "Edit Form", this will take you back to "Educational Qualification" Page. Follow steps as described earlier. Otherwise go through **Declaration** para carefully. If you fulfill all conditions and criteria of the Employment Notice regarding Age, Educational Qualification etc., only then check the "I Agree" box. Please note that Scrutiny w.r.t. all eligibility criteria will be done at the time of Verification of Documents. **Submission of Application does not endorse your eligibility.**
 14. Submit the Application form by clicking on the "**Save Form**" button.
 15. Now you are ready for Online payment.
 16. Click on the Payment link to pay Fee in the mode (Debit card/ Credit Card/ Net Banking/ UPI/ QR code) most suitable to you on activation of payment link. This will take you to Fee Payment Gateway.
 17. Application fees (non-refundable) amounting to as shown below will be payable separately for each application. The last date for depositing the fee will be as per schedule mentioned above. Candidates belonging to SC category must ensure that they have valid caste certificate issued by the competent authority. In case at the time of verification of documents, it is found that the certificate is not valid, their candidature will be rejected. Such candidate will not be considered under General category as they have not paid application fees applicable for candidates of General Category.

APPLICATION FEE (NON-REFUNDABLE):-

- | | | |
|---|---|-----------|
| a) Scheduled Caste | : | Rs. 800/- |
| b) General Category/OBC-NCL/EWS | : | Rs.1000/- |
| c) Persons with Benchmark Disability (PwBD) | : | Exempted |

18. It is important to note that the requisite fee must be deposited online only. Fee paid in any other mode i.e. Cheque, Postal Order, Demand Draft etc. will not be accepted.

19. The candidates can check his / her fee confirmation after depositing the fee. The candidates can check his/her fee transaction status by either clicking on payment link, logging in and then clicking on "Past Payments" (top left corner) OR logging in by entering his/her registration number and password on the website. BE PATIENT as transactions take some time to reflect.

20. Take TWO printouts of the Application Form by logging in with your login id and password. Affix the same passport size photograph (which was uploaded with the online form) on it and keep it safe with you. **DO NOT SEND IT TO US.** This application printout with photograph affixed on it will have to be submitted during counseling along with the original copies of following:

- Relevant Degree/Diploma Certificates, Registration Certificate and Experience Certificate.
- Reserved Category Certificate issued by the Competent Authority (If Applicable).
- Proof of Date of Birth Certificate by Birth certificate/Matriculation/Higher Secondary certificate.
- Certificate as proof of age relaxation if claimed.
- Proof of being Departmental Candidate, if applicable.

21. Any correction in the particulars can be made by the candidate himself/herself on the website. For this purpose, the candidate has to log in by entering his/her registration number and password. Correction in selection of Posts, Name of the Candidate and Date of Birth will be available only up to acceptance of Declaration and SAVING of Application form.

22. Conditions which may render you ineligible

- Insufficient fee
- Wrong/incomplete information given in the Application Form
- Candidates debarred by any government department/board/commission
- Non-fulfillment of any of the eligibility conditions, including those of age and educational qualifications.

23. All the updates, information and notices will be uploaded on the website mentioned above. Thus, the candidates are advised to visit the website on regular basis. No separate information will, generally, be sent through post or other means. Any information that is uploaded on the above-mentioned website will be deemed to have reached the candidates

and responsibility for not visiting the site and responding thereto in time will be, entirely, of the candidate.

24. For any clarification regarding the online filling of the form, the candidate send email at dmerut2021@gmail.com.
25. Log in with your Registration No. and Password to download your Admit Card. Intimation about when to download the Admit Card will be posted on the website mentioned above.
26. The applicants are required to bring Admit Card, with duly pasted recent passport size photograph, at the time of written examination.
27. Examination centers for written test will be notified at the time of downloading of admit card-cum-Roll No. slip. The candidates will report at the Examination center one hour before the scheduled time along-with admit card-cum-Roll No. slip and the same passport size photograph as uploaded in the ON-LINE Application form, so that proper frisking of the candidates could be made.
28. No request for change of examination center will be entertained.
29. Question Paper along with the Answer Key will be posted on the website, within one day after the examination for calling objections, if any, from the candidates. You can submit your objections by logging in with your login id and password and clicking on 'Objections' tab within three days after Display of Answer Key. The final key after considering all the objections and making necessary corrections, if any, will be uploaded on the website within two weeks of the day of examination. This key will be used for preparation of final result.
30. Selection will be made purely on the basis of merit in written test subject to fulfillment of eligibility conditions and simply appearing in the written test does not give any right to the candidates for appointment. As such, candidates are advised to ensure that they fulfill the eligibility conditions to the post applied for. No interview will be conducted.

PAY STRUCTURE AND PROBATION PERIOD

1. The pay shall be on the basis of Central Pay Matrix Level 7 of 7th CPC in the pay scale of Rs.44,900 – Rs.1,42,400 + allowance as applicable subject to further clarification / notification / amendment issued by the Chandigarh Administration.
2. The probation period will be of two years (Successful completion of mandatory Induction Training of atleast two weeks duration shall be the pre-requisite for completion of probation) as per the clarification issued by Chandigarh Administration, Department of Personnel vide No. 28/17/94-IH(7)-2023/9704/9706 dated 28/06/2023 subject to any further clarification/ notification / amendment issued by the Chandigarh Administration from time to time.

Note :-

1. Number of posts/categories mentioned above are tentative and may vary at the time of appointment.

2. The Secretary Medical Education & Research, Chandigarh Administration reserves its right to change any condition/criteria or cancel the recruitment process without assigning any reason.

SELECTION CRITERIA

SELECTION CRITERIA FOR THE post of Nursing Officer FOR THE GMCH-32, CHANDIGARH								
PART-1								
THE WRITTEN TEST WILL CONSIST OF FOLLOWING SUBJECTS:								
1	Subject Knowledge of concerned post (i.e. Nursing)	70 Marks						
PART-2								
2	Practical Assessment type questions (From the relevant Fields)	30 Marks						
	Grand Total	100 Marks						
<p>The Duration of written test will be 02 hours. The medium of examination will be in English.</p> <p>The minimum cut off (Bench Mark) for clearing written test for each category will be as under (i.e. Part 1 & 2): -</p> <table><tr><td>a) General, EWS and OBC Category</td><td>= 50%</td></tr><tr><td>b) PWD Category</td><td>= 45%</td></tr><tr><td>c) SC Category</td><td>= 40%</td></tr></table> <p>This percentage will be applicable to both part 1 & 2 individually not collectively.</p> <p>Further, negative marking for each wrong answer is fixed as 0.25 (point two five) marks.</p> <p>The Final Merit list will be prepared only of those candidates who have qualified in both parts on the basis of marks obtained in Part-1 (70 Marks) and Part-2 (30 Marks). Thereafter, the candidates will be called for Counseling as per their merit in the ratio of 1:3.</p> <p>The original documents of the shortlisted candidates will be checked at the time of Counseling. If any candidate failed to produce the original documents at the time of Counseling their candidature will be rejected straightway and the decision of the committee will be final.</p>			a) General, EWS and OBC Category	= 50%	b) PWD Category	= 45%	c) SC Category	= 40%
a) General, EWS and OBC Category	= 50%							
b) PWD Category	= 45%							
c) SC Category	= 40%							
THERE WILL BE NO PERSONAL INTERVIEW								

SELECTION PROCEDURE: -

1. Marks obtained by the candidates in written test will be uploaded on the website.
2. In case two or more candidates secure equal merit, then the candidates older in age will rank higher in the order of merit list at the time of final selection.
3. In case two or more candidates secure equal merit and their date of birth may happen to be the same then the candidates having higher percentage in essential educational qualification at Sr. No. 1 shall rank higher in the order of merit list at the time of final selection.
4. **Qualified candidates have to fill Part-II of application process which will be available on GMCH website after declaration of result and upload copies of relevant certificates to determine their eligibility.**
5. Claim of the candidates belonging to SC, OBC and EWS categories will be considered only when the same is accompanied by the certificate issued by the Tehsildar/Executive Magistrate in the format prescribed for SC, OBC and EWS by the Government of India. The

- Certificate of OBC candidate should contain the clause of non-creamy layer (NCL). OBC-NCL and EWS candidates must submit certificate certifying OBC-NCL/EWS status at the time of application and a fresh certificate at the time of counselling if selection process extends into next financial year.
6. A candidate would be eligible for the benefit of reservation of Other Backward Class (OBC) whose caste is notified in the **State list of Other Backward Classes** (OBCs) of Union Territory, Chandigarh. In case, the caste is not notified in the State list of OBC of Union Territory, Chandigarh, his/her candidature will be treated as un-reserved.
 7. Shortlist of eligible candidates will be prepared and called for scrutiny of their original certificates and selection.
 8. Eligible "Own merit" SC/OBC-NCL/PwD candidates will be included in the combined merit list and considered for selection against unreserved seats.
 9. Shortlisted PwD candidates have to appear before the disability board constituted by GMCH authorities for assessment of disability to determine their eligibility for selection against posts reserved for PwD. Candidates with only One Limb (OL) involvement will be eligible for selection.
 10. **Selection will be made purely on the basis of merit in written test subject to fulfillment of eligibility conditions.** Simply appearing in the written test does not give any right to the candidates for appointment. As such, candidates are advised to ensure that they fulfill the eligibility conditions to the post applied for.
 11. The Candidates who do not have ICT skill Certificate, they must have to complete the ICT Skill Course before the completion of Probation/Confirmation.
 12. No interview will be conducted.
 13. PwD candidates selected against posts reserved for PwD will be compulsorily placed in the category to which they belong i.e. UR in UR-PwD, SC in SC-PwD, OBC-NCL in OBC-NCL-PwD and EWS in EWS-PwD.
 14. Waiting lists for all categories shall also be maintained. In case, the selected candidate(s) fails to join the post due to any reason within a period of the 15 days (3 months in exceptional circumstances with prior approval of the competent authority) his/her appointment will be cancelled and the candidates in waiting list shall be offered appointment.
 15. All selected Candidates have to appear before a medical board to assess their medical fitness. They will be allowed to join only if they are declared medically fit. If during medical examination, candidates are found to have disability of any extent in more than one limb, they will be declared medically unfit and offer of appointment shall stand cancelled.

ACTION AGAINST CANDIDATES FOUND GUILTY OF MISCONDUCT/ USE OF UNFAIR MEANS: -

Candidates are advised in their own interest that they should not furnish any particulars that are false, tampered with or fabricated and should not suppress any material information while submitting online application. At the time of examination or in a subsequent selection procedure, if a candidate is (or has been) found guilty of :

- a) Using unfair means or
- b) Impersonating or procuring impersonation by any person or
- c) Misbehaving in the examination or disclosing, publishing, reproducing, transmitting, storing or facilitating transmission and storage of contents of the test(s) or any information therein in whole or part thereof in any form or by any means, verbal or written, electronically or mechanically for any purpose or
- d) Resorting to any irregular or improper means in connection with his/her candidature or
- e) Obtaining support for his/her candidature by unfair means, or
- f) Carrying mobile phones (even in switched off mode), pager or any electronic equipment or programmable device or storage media like pen drive, smart watches etc. or camera or bluetooth devices or any other equipment or related accessories either in working or switched off mode capable of being used as a communication device in the examination hall, such a candidate may, in addition to rendering **himself/herself ineligible will also be liable to criminal prosecution**/to be disqualified from examination for which he/ she is a candidate/to be debarred either permanently or for a specified period from any examination conducted by Chandigarh administration/For termination of service, if he /she has already joined the Chandigarh administration as per rules.

Note:

1. No Hard copy of the Online application form photocopies of certificates/testimonials are required to be submitted by the candidates. These documents will be demanded later on as per the merit of the Written Test.
2. The applications received other than through Online process will not be entertained and rejected summarily.
3. All the information such as download of admit card, written test, inviting hard copy of application, date of counseling etc. will be uploaded on the website i.e. <http://gmch.gov.in> and click on vacancy or the site can be accessed by typing <http://gmch.gov.in/jobs-and-training>. Therefore, all the applicants are instructed to keep checking above mentioned website on regular basis for future update(s).
4. Though every step has been taken to ensure the accuracy of the advertisement still the department reserve the right to deal with any error that may have crept in accordance with the existing notified Recruitment Rules of the department as well as approved Selection Criteria.
5. For Technical Assistance regarding Online submission of application candidates can send email to dmerut2021@gmail.com


Director Principal

Adv. No.: GMCH/HA-1/EA1/2/3/2025/ 3489

Dated - 9 APR 2025

Department of Medical Education and Research,
Chandigarh Administration
(GOVT. MEDICAL COLLEGE & HOSPITAL, CHANDIGARH)
(Hospital Building), Sector 32-B, Chandigarh – 160 030

1. PROCEDURE FOR SUBMISSION OF ONLINE APPLICATIONS

1. The detailed advertisement and information is available on the website i.e. <http://gmch.gov.in> and click on vacancy or the site can be accessed by typing <http://gmch.gov.in/jobs-and-training> website gmch.gov.in/jobs-and-training.
2. Applications will be accepted online (only) **from 15.04.2025 to 07.05.2025** on the website i.e. <http://gmch.gov.in> and click on vacancy or the site can be accessed by typing <http://gmch.gov.in/jobs-and-training>. **Such candidates who have completed and saved their application by due date shall be able to submit fee by 09.05.2025 till midnight (23.59 PM).**
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5. Please scan your Photograph & Signatures (on white page) individually and save them individually in JPEG format. The size of any of these individual images should not exceed 100 kb each, otherwise you will not be able to submit your online application.
6. Please keep following details ready with you before starting your online application.
 - a) Personal demographic details including Date of Birth and Nationality.
 - b) Mobile Number
 - c) Personal Email ID
 - d) Reservation Category Details
 - e) Soft Copies of scanned Photograph and Signatures.
 - f) Soft Copies All documents pertaining to Educational, Professional qualification and experience.
7. Fill out the form available on the website i.e. <http://gmch.gov.in> and click on vacancy or the site can be accessed by typing <http://gmch.gov.in/jobs-and-training> by clicking at the link "Recruitment of Nursing Officer".
8. Click on button "Online Form" and fill all Registration Details (The name of the candidate, Father/Husband, Mother should be spelt correctly in the application as it appears in the certificates/mark sheets. Any change/alteration found may disqualify the candidature) and click "NEXT".
9. This will Display your **login id** and **password**. Please note these down (or take print of screen shot) and keep them secret with you as you will require these while logging into the

recruitment portal. In fact, you will be required **to download the Admit Card** from this portal later on by logging through same login id and password.

10. Click on “Complete Your Form” to complete the form. This will take you to “Educational Qualification” Page.
11. Fill information regarding 10th, 10+2, higher of Diploma/Degree and Post-Graduation (if done). Click “Next” after filling all qualification details. This will take you to “Other Information” Page.
12. Fill Correspondence and Permanent address and upload the scanned copies of photograph and signatures and click “Next”. This will take you to “Verify and Confirm” page.
13. Read Preview of Application carefully. If you want to change anything – click on “Edit Form”, this will take you back to “Educational Qualification” Page. Follow steps as described earlier. Otherwise go through **Declaration** para carefully. If you fulfill all conditions and criteria of the Employment Notice regarding Age, Educational Qualification etc., only then check the “**I Agree**” box. Please note that Scrutiny w.r.t. all eligibility criteria will be done at the time of Verification of Documents. **Submission of Application does not endorse your eligibility.**
14. Submit the Application form by clicking on the “**Save Form**” button.
15. Now you are ready for Online payment.
16. Click on the Payment link to pay Fee in the mode (Debit card/ Credit Card/ Net Banking/ UPI/ QR code) most suitable to you on activation of payment link. This will take you to Fee Payment Gateway.
17. Application fees (non-refundable) amounting to as shown below will be payable separately for each application. The last date for depositing the fee will be as per schedule mentioned above. Candidates belonging to SC category must ensure that they have valid caste certificate issued by the competent authority. In case at the time of verification of documents, it is found that the certificate is not valid, their candidature will be rejected. Such candidate will not be considered under General category as they have not paid application fees applicable for candidates of General Category.

APPLICATION FEE (NON-REFUNDABLE):-

- | | | |
|---|---|-----------|
| a) Scheduled Caste | : | Rs. 800/- |
| b) General Category/OBC-NCL/EWS | : | Rs.1000/- |
| c) Persons with Benchmark Disability (PwBD) | : | Exempted |

18. It is important to note that the requisite fee must be deposited online only. Fee paid in any other mode i.e. Cheque, Postal Order, Demand Draft etc. will not be accepted.
19. The candidates can check his / her fee confirmation after depositing the fee by clicking on “Print Application Form” on the Dashboard after logging in. This link will be activated only on confirmation of Fee Deposit. BE PATIENT as transactions take some time to reflect.

20. Take TWO printouts of the Application Form by logging in with your login id and password. Affix the same passport size photograph (which was uploaded with the online form) on it and keep it safe with you. **DO NOT SEND IT TO US.** This application printout with photograph affixed on it will have to be submitted during counseling along with the original copies of following:

- a) Relevant Degree/Diploma Certificates, Registration Certificate and Experience Certificate.
- b) Reserved Category Certificate issued by the Competent Authority (If Applicable).
- c) Proof of Date of Birth Certificate by Birth certificate/Matriculation/Higher Secondary certificate.
- d) Certificate as proof of age relaxation if claimed.
- e) Proof of being Departmental Candidate, if applicable.

21. Any correction in the particulars can be made by the candidate himself/herself on the website. For this purpose, the candidate has to log in by entering his/her registration number and password. Correction in selection of Posts, Name of the Candidate and Date of Birth will be available only up to acceptance of Declaration and SAVING of Application form.

22. Conditions which may render you ineligible

- a) Insufficient fee
- b) Wrong/incomplete information given in the Application Form
- c) Candidates debarred by any government department/board/commission
- d) Non-fulfillment of any of the eligibility conditions, including those of age and educational qualifications.

23. All the updates, information and notices will be uploaded on the website mentioned above. Thus, the candidates are advised to visit the website on regular basis. No separate information will, generally, be sent through post or other means. Any information that is uploaded on the above-mentioned website will be deemed to have reached the candidates and responsibility for not visiting the site and responding thereto in time will be, entirely, of the candidate.

24. For any clarification regarding the online filling of the form, the candidate send email at dmerut2021@gmail.com.

25. Log in with your Registration No. and Password to download your Admit Card. Intimation about when to download the Admit Card will be posted on the website mentioned above.

26. The applicants are required to bring Admit Card, with duly pasted recent passport size photograph, at the time of written examination.

27. Examination centers for written test will be notified at the time of downloading of admit card-cum-Roll No. slip. The candidates will report at the Examination center one hour before the scheduled time along-with admit card-cum-Roll No. slip and the same passport size

photograph as uploaded in the ON-LINE Application form, so that proper frisking of the candidates could be made.

28. No request for change of examination center will be entertained.

29. Question Paper along with the Answer Key will be posted on the website, within one day after the examination for calling objections, if any, from the candidates. You can submit your objections by logging in with your login id and password and clicking on 'Objections' tab within three days after Display of Answer Key. The final key after considering all the objections and making necessary corrections, if any, will be uploaded on the website within two weeks of the day of examination. This key will be used for preparation of final result.

30. Selection will be made purely on the basis of merit in written test subject to fulfillment of eligibility conditions and simply appearing in the written test does not give any right to the candidates for appointment. As such, candidates are advised to ensure that they fulfill the eligibility conditions to the post applied for. No interview will be conducted.

Online applications are invited for filling up of the following Group B posts of Nursing Officers in Government Medical College & Hospital, Sector 32, Chandigarh and Mental Health Institute, Sector-32, Chandigarh.

Given below is the link to applying for the post of Nursing Officer.

<https://gmch.chdadmnrctt.in/>