

GOVT. OF NCT OF DELHI
OFFICE OF THE MEDICAL DIRECTOR
GURU TEG BAHADUR HOSPITAL
DILSHAD GARDEN, DELHI-110095

No.F.1-5(10)/JR/E-I/GTBH/2020/ 5331-5344

Dated: 29/09/2022

OFFICE MEMORANDUM

On the recommendations of Interview Board constituted for appointment of Junior Residents in Dentistry Department, GTBH based on walk-in-interviews conducted on 26th & 27th August, 2022 in this hospital, the Medical Director, GTB Hospital, GNCTD, is pleased to offer appointment in r/o following 01 candidate (from waiting list) to the post of Junior Resident (Dentistry) on ad-hoc & emergent basis for a maximum period of 44 days or till joining of Junior Residents (Dentistry) on regular basis, whichever is earlier in the Pay Level-10 of Rs. 56100+NPA+other allowances as admissible under the rules as per terms and conditions mentioned below:-

Sr. No.	Name of Candidate	Father's Name	Date of Birth	Date of Internship completion
1.	Dr. Ajay Kumar Verma	Sh. V.K. Verma	08-11-1995	17-01-2021

Terms & Conditions for appointment:-

- Tenure:** The initial appointment is valid for a maximum period of 44 days. The appointment may be terminated earlier on the joining of Junior Residents on regular basis in the Dentistry Department.
- Pay & Allowances:** Rs.56100 + NPA + other allowances in Pay Level-10 as per 7th CPC.
- House Rent Allowance:** Application for hostel accommodation is optional. The selected candidates may submit application for the hostel accommodation immediately after their joining, if required. The entitlement for HRA will be as per Govt. Rules. Not abiding by rules and regulation as contained in the allotment letter of hostel accommodation may lead to serious penalty and may cause termination of appointment also.
- Past Experience:** The period of service rendered as Junior Resident in Govt. Hospitals/Autonomous Bodies funded by the Govt. prior to this appointment, if any, will be counted while reckoning the tenure as Junior Resident. An undertaking in this regard may be furnished in acceptance letter along with document proof.
- Private Practice:** The Private Practice of any kind whatsoever is strictly prohibited. Besides these, selected candidates will not work simultaneously as Junior Resident in any other hospital. Breach of this condition will result in termination of appointment.
- Medical Examination:** The selected candidates are hereby directed to appear before the Staff Physician for medical examination within 05 days of joining.
- Security:** The selected candidates will be required to deposit hostel security before they are allotted the hostel accommodation. The same is refundable.
- Registration:** The selected candidates must be registered/applied for Delhi Dental Council and they are required to submit a copy of the same. In case of applied for DDC, they are required to submit application receipt at the time of joining and thereafter valid Delhi Dental Council certificate within 45 days of joining otherwise their appointment shall be cancelled. The name of doctor and DDC registration number should also be mentioned below the signature on prescription paper.

9. **Discipline:** The selected candidates will have to wear white coat on duty with the name badge. They will not smoke on duty or examining patients.
10. **Experience Certificate:** Experience Certificate of Junior Residency will only be issued after the vacation of Hostel and submission of No dues certificate from all concerned along with leave record.
11. **Residency Scheme:** The selected candidates will work under residency scheme applicable from time to time.
12. **Leave Entitlement:** The leave admissible to Junior Residents will be 3½ days paid leave for 44 days of service rendered by them and not exceeded to 3½ days of leave for 44 days, without pay, if they wish to avail the same. They will not be allowed any other kind of leave. In case of continuous absence more than 07 days without information to the HOD, the appointment shall be terminated without assigning any reason. No salary will be paid for any kind of unauthorized absence from duty even by the name of strike.
13. **The appointment will be further subject to:**
 - (a) The production of fitness certificate from the Staff Physician, GTBH.
 - (b) The selected candidates will be required to take an oath of allegiance to constitution of India to take solemn affirmation to the office in the prescribed performa.
14. **Other condition of service will be governed by relevant rules and orders from time to time:**

If any declaration given or information furnished by them found to be false or if they are found to have willfully suppressed any material, facts-information, they are liable to be removed from service and such other action as Govt. may deemed necessary. They are hereby informed that he/she should convey his/her written acceptance in this office within 10 days issue of this letter failing which it will be construed that they are not interested to this offer and the same will be treated as cancelled and no further correspondence will be entertained in this regard.
15. **Resignation/Termination:** The selected candidates are required to give 07 days prior notice for resignation, otherwise 07 days salary may be deposited in lieu of the prior notice. In case, further extension is not required, the same may be informed 07 days before the last day of tenure. Otherwise 07 days salary may be deposited in lieu of the prior notice. In case of unsatisfactory work and conduct report from the concerned department, the contract appointment shall be terminated and no correspondence shall be entertained in this regard. If termination of services is made due to continue absence of the appointee on disciplinary grounds, 07 days salary shall be deducted from their salary.
16. **BMWM:** The selected candidates shall have to attend a compulsory training on Bio-Medical Waste Management and they must contact MOI/C Bio-Medical Waste Management, GTB Hospital for training schedule.
17. **Attendance:** The selected candidates shall have to appear before MOI/C Bio-Metric for attendance system.
18. **Master Register:** The selected candidates shall have to enter their full details in the Master Register available with MOI/C Summon Cell (Room no. 349, 3rd Floor).
19. **Duties of Junior Residents:** As per requirement of hospital/departments in the patient care.
20. **COVID Vaccination:** All selected candidates should be vaccinated before joining in compliance of Order No.F.02/07/2020/S-I/Pt-I/479 dated 08.10.2021 issued by the Chief Secretary, Delhi-Chairman, Delhi Disaster Management Authority.



21. Original documents with one set of photocopies are required at the time of joining:

10 th passed Certificate	Internship Completion Certificate
All BDS Mark sheets	Valid Caste/EWS Certificate, if any
Attempt Certificate	Experience Certificate, if any
BDS Degree	Identity Proof i.e. Aadhaar Card, Voter Card, Passport etc.
DDC Registration	COVID-19 Vaccination 2 nd Dose Certificate

*The selected candidates are required to report for acceptance of offer of appointment within 07 days after issuance of offer letter in the Room No. 331 (Estt.-I), 3rd Floor, Administrative Block GTBH, failing which offer of appointment will be stand cancelled-withdrawn suo-moto considering that the candidate is not interested. No claim or request for extension of period to join will be entertained after expiry of offer of appointment.


AMS (A)/HOO

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Copy forwarded to:

1. Sr. PA to the Director, DHS, Karkardooma, Delhi-110092 with request to upload on website of H&FW.
2. Sr. PA to the Medical Director, GTBH, Dilshad Garden, Delhi-110095.
3. PA to the Addl. Medical Supdt. (Admn.), GTBH, Dilshad Garden, Delhi-110095.
4. HOD (Dentistry), GTBH, Dilshad Garden, Delhi-110095.
5. Doctors concerned with the direction to appear before Staff Physician (Male/Female) Room No. 139, 1st Floor, GTBH within 05 days of acceptance of offer letter for Medical examination.
6. Staff Physician (Male/ Female), Room No. 139, GTBH.
7. Warden JRD Hostel, GTBH.
8. MOI/C, EDP Cell GTBH, Room No.131, 1st Floor with request to upload the same on hospital website.
9. MOI/C, BMWM, Room No. 355, 3rd Floor, GTBH.
10. MOI/C, Summon Cell, Room No.349, 3rd Floor, GTBH.
11. MOI/C, Biometric Attendance, Room No. 307, 3rd Floor, GTBH.
12. DDO/Sr. Account Officer, Room No. 320, 3rd Floor, GTBH.
13. In-charge, Advance Skills Lab, Room No. 372, 3rd Floor, GTBH.
14. Notice Boards, 3rd Floor, GTBH.


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