

**GOVERNMENT REHABILITATION INSTITUTE FOR  
INTELLECTUAL DISABILITIES  
SECTOR-31, CHANDIGARH**  
(☎ 0172-2637361, 2637396, Fax No. 0172-2637369)

**LAST DATE OF RECEIPT OF ONLINE APPLICATION: 15.11.2016 by 5:00 P.M.**

PUBLIC APPOINTMENT NOTICE

Online applications are invited for filling up the Group 'C' following posts in Govt. Rehabilitation Institute for Intellectual Disabilities on temporary basis: -

Sr. No.	Name of the post	No. of post	Category of posts			Pay scale
			Gen	OBC	SC	
1.	Optometrist/ Refractionist	01	01	-	-	10300-34800 + 3800 GP
2.	Technical Person (Supervisor)	01	01	-	-	10300-34800+ 3600 GP
3.	Vocational Instructor	08	05	02	01	5910-20200 + 3000 GP
4.	Hostel Nurse	01	01	-	-	5910-20200 + 2400 GP

\* The posts mentioned above are purely temporary and advertised provisionally subject to clearance from Govt. of India.

The candidates willing to apply should visit website of Govt. Medical College & Hospital, Sector 32, Chandigarh i.e. [www.gmch.gov.in](http://www.gmch.gov.in) and [www.gimrc.gov.in](http://www.gimrc.gov.in) for further details like, Pay Scale, Terms & conditions, eligibility criteria, Application form and detail of Written Test, application fee etc. etc.. For Technical Assistance regarding online submission in case of difficulty/enquiry, please contact phone NO. 0172-2665263-58, 2601023 Ext. 2112, on any working day from 9:00am to 5:00pm.

**Sd/-**  
Director, GRIID  
Sector -31, Chandigarh.

Advt. No. GRIID/Estt/360/2016/5585

Dated:24.10.2016

**PUBLIC APPOINTMENTS  
CHANDIGARH ADMINISTRATION  
GOVERNMENT REHABILITATION INSTITUTE FOR INTELLECTUAL DISABILITIES, SECTOR-32, CHANDIGARH.**

Online applications are invited for filling up the Group 'C' following posts in Govt. Rehabilitation Institute for Intellectual Disabilities on temporary basis: -

S. No.	Name of the post & Pay Scale	No. of vacant posts				Essential Qualification/Experience
		Gen	SC	OBC	Total	
1.	Optometrist/ Refractionist *Pay Scale Rs. 10300-34800 + 3800 GP & usual allowances as applicable	01	-	-	01	B.Sc. in Ophthalmic Techniques from a recognized Institution / University.  Or  10+2 with Vocational course in Ophthalmic Techniques followed by four years professional experience including apprenticeship, if any, in a reputed Hospital/ Institution.  Or  10+2 with Science and Diploma in Ophthalmic Techniques from a recognized Institution With four years professional experience in a reputed Hospital/ Institution.
2.	Technical Person (Supervisor) *Pay Scale Rs. 10300-34800 + 3600 GP & usual allowances as applicable	01	-	-	01	(i) Graduate or its equivalent from a recognized University/ Institution with at least 50% marks in aggregate or its equivalent.  (ii) B.Ed in Special Education (Mental Retardation) from a University/ Institution recognized by RCI with at least 50% marks in aggregate or its equivalent.  Or  Any other equivalent qualification approved by RCI in the field of Mental Retardation.  (Valid Registration with RCI u/s 19 of RCI Act, 1992 is essential)
3.	Vocational Instructor *Pay Scale Rs. 5910- 20200 + 3000 GP & usual allowances as applicable	05	01	02	08	(i) 10+2 or its equivalent with at least 50% marks in aggregate from recognized board/Institution.  (ii) Diploma in Vocational Rehabilitation-Mental Retardation (DVR-MR)/ Diploma in Vocational Training and Employment-Mental Retardation (DVTE-MR) with 6 months Certificate course in Education of Children with Special Needs/Two Years D.Ed. Special Education in Mental Retardation/ One year Diploma in Special Education (DSE-MR) with at least 50% marks.  OR  Any other equivalent qualification approved by RCI in the field of Mental Retardation.  (Valid Registration with RCI u/s 19 of RCI Act, 1992 is essential)
4.	Hostel Nurse *Pay Scale Rs. 5910- 20200 + 2400 GP & usual allowances as applicable	01	-	-	01	(i) 10+2 with Biology, Physics & Chemistry from recognized Boards or its equivalent.  (ii) Diploma in General Nursing and Midwifery course from a recognized Board/ Institute.  Note:-Registered as 'A' Grade Nurse & Midwifery with State Nursing Council or Indian Nursing Council.
<p>NOTE:- As per the instructions of Chandigarh Administration contained in circular No.28/69-IH(7)-2016/9495 dated 21.04.2016 (Flag-G), the ICT skills for all fresh recruitments and promotions of all posts are mandatory i.e. the candidate should complete atleast one course out of the following courses from National Institute of Electronics and Information Technology (NIELIT):</p> <ol style="list-style-type: none"> <li>Awareness in Computers Concepts (ACC) – 20 hours</li> <li>Basic Computers Concepts (BCC) – 36 hours</li> <li>Course on Computer Concepts (CCC) – 80 hours</li> <li>CCC+ - 126 hours</li> <li>Expert Computer Course (ECC) – 200 hours</li> </ol>						

**NOTE – 1** The posts mentioned above are purely temporary and advertised provisionally subject to clearance from Govt. of India.

**NOTE – 2** Number of vacancies are subject to variation and can be increased or decreased.

**NOTE - 3** During probation of 2 years and extended period of probation, if any, the selected candidates will draw emoluments as per Punjab Government vide letter No. 7/204/2012-4FP1/66 dated 15.1.2015 duly adopted by the Chandigarh Administration, Department of Personnel vide letter No. 28/70-IH(7)-2015/14387 dated 10.7.2015 and Punjab Govt. Notification No. 7/204/2012-4FP1/1049 dated 21.12.2015 adopted by Chandigarh Administration vide No. 28/70-IH(7)-2016/1175 dated 18.1.2016 etc. as mentioned below: -

- i) In direct recruitment, the newly recruited employees will be paid Fixed Monthly Emoluments which will be equivalent to the minimum of the pay band of the post during two years probation period including extended probation period, if so, and grade pay, increment or any other allowances except traveling allowance will not be paid.
- ii) After completion of probation period successfully, the employee will be entitled for minimum pay in pay band, including Grade Pay and all other allowances.
- iii) Period of probation, and extension in probation period, if any, will not be counted towards period of service in the time scale.
- iv) An employee already working under Chandigarh Administration having lien on any post will be entitled to salary of lien post during probation period on new post.
- v) The employees will be covered under New Defined Contributory Pension Scheme during probation period and he/she will be entitled to matching share by the Government.

**1. HOW TO APPLY ON LINE**

- i) The candidate should apply Online for the above said posts till 15.11.2016 upto 05:00 P.M.
- ii) The application is to be filled up Online on website [www.gmch.gov.in](http://www.gmch.gov.in) by clicking on 'VACANCIES'.
- iii) Before filling up On-line application, the candidate must have his/her photograph scanned in the jpg format, which should not exceed 15 KB in size and it has to be uploaded at the time of filling up of Online Application Form.
- iv) On successful submission of form on the website [www.gmch.gov.in](http://www.gmch.gov.in) candidates are advised to retain one copy of the print out of the Form which will have Registration Number/Application ID printed on it, for further enquiry.
- v) The candidates are directed to fill up all the columns carefully such as Qualification and Experience, Age, Category etc. as the information once filled by the candidate will be treated as final and cannot be altered at any later stage. The information filled by the candidates while applying online will be treated as final.
- vi) Online registration shall commence after two days from the date of Publication of this Advertisement i.e. from 26.10.2016 and shall close on 15.11.2016 at 05:00P.M.

**2. AGE LIMIT AS ON: 01.01.2016**

- a) 18-30 years for the posts at Sr. No. 1 & 3.
- b) 18-25 years for the posts at Sr. No. 4.
  - i) SC – Maximum Five (05) years.
  - ii) OBC –Maximum Three (03) years.
  - iii) Any other category –As per Chandigarh Administration Rules.

**FOR EX-SERVICEMAN**

As per Ex-servicemen Rules 1982. In case an eligible ex-serviceman is not available for recruitment against EXM vacancy, such a vacancy shall be filled in by recruitment of Lineal Descendent (LD of EXM) of an ex-serviceman in respective category, subject to the conditions mentioned in para 4 Punjab Recruitment of Ex-servicemen Rules 1982.

The candidate of the lineal descendent of Ex-Servicemen shall only be considered if he/she submits the Dependent Certificate to this effect duly issued by the respective Zila Sainik Welfare Board Officer as per specimen given in the GMCH Website i.e. [www.gmch.gov.in](http://www.gmch.gov.in). The Lineal Descendent Certificate issued by any other authority will not be considered and rejected straightway.

**3. APPLICATION FEE**

- i) The candidates should fill his/her Application Form available on the GMCH website. He/she should fill up all the fields in the form. No field /Column should be left blank. After filling up application form, the candidate should take out a print of Challan form (triplicate) and deposit the application fee on next working day in any Branch of State Bank of India as detailed in the below mentioned column ii.
- ii) Candidates should go to any Branch of State Bank of India with the fee Payment Challan duly filled in and pay the prescribed Application Fee in the "Power Jyoti" account of GRIID. The candidates after having deposited the application fee in the bank must ensure that they have Triplicate Fee Payment Challan with Journal No/Challan No. given by the bank on it. They should keep the copies of Challan form with them for future use.

Category	Total Amount Payable
SC candidates for SC posts	Rs. 250/- + Bank Charges, if any.
For all other categories	Rs. 500/- + Bank Charges, if any.

- iii) Ex-servicemen, Physically Handicapped and the candidates, whose name are sponsored by the Regional Employment Exchange (REE), UT, Chandigarh are exempted from Application fee. Candidates should ensure that the details to be filled in by the State Bank of India officials are filled in complete form in all three (03) copies of the Challan along with the seal, Challan no. and signature of the Bank Official of the Branch.
- iv) Candidates must note that no other mode of payment of application fees like Demand Draft, Banker Cheque, Money Order, etc. will be accepted under any circumstances. The GRIID will not be responsible for any remittance made in any form other than the method prescribed above and such applications without requisite application fee submitted through any other mode except prescribed in column ii above are likely to be rejected.
- v) The candidates should ensure that they submit the Online application immediately after payment of fees, since the same is non-refundable. No representation /request/demand for refund of application fees will be entertained, if the candidates fails to apply on-line within the stipulated time after payment of application fee.

- vi) After registration of online application form, candidate should deposit their application fee on next working day in any branch of State Bank of India. Those, who will fill online forms on 28.09.2016 upto 5:00 P.M. i.e. last date of receiving of online application forms, they can also deposit their application fee on next working day.

**4. RESERVATION AND RELAXATION: -**

- i) The reservation and relaxation in the upper age limit will be given only for the category of the posts reserved for such categories, as per the instructions issued by the Chandigarh Administration from time to time.
- ii) The SC/OBC candidates applying for un-reserved posts are not entitled to any relaxation in upper age limit, fee etc.
- iii) The claim of the candidate 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 and should have the clause of non-creamy layer.
- iv) The claim of candidates belonging to OBC category will only be considered if the Caste of OBC reflects in the U.T. OBC Chandigarh List (copy of notification issued by the Chandigarh Administration (list is also displayed on the website i.e. [www.gimrc.gov.in](http://www.gimrc.gov.in) for ready reference)
- v) Age will be relaxable by 5 years for Govt. Servants, who will apply through proper channel & 10 years for widows/deserted women/women judicially separated from their husbands, who are not remarried. No age relaxation will be given to the employees of Board/Corporation /Autonomous Bodies etc.

**5. RECRUITMENT CRITERIA**

<b>PART –I</b>		
<b>Written Examination</b>		<b>: 90 Marks</b>
<b>The Written Test Will consist of following subjects :</b>		
i.	Subject Knowledge of concerned post	70 Marks
ii.	Language Proficiency	08 Marks
iii.	Aptitude/Personality Assessment/Computer Knowledge	12 Marks
<b>Total</b>		<b>90 Marks</b>
The minimum cut off (Bench Mark) for the written test for each category will be as under:		
a.	General Category	= 50%
b.	PH Category	= 45%
c.	SC Category	= 40%
The hardcopy of the application will only be invited strictly as per the merit of the written test in the ratio of 1:5 to check the Essential Qualification, Age and Verification of Documentary proof. In case, they do not fulfill the eligibility criteria, overage, etc. their candidature will be rejected straightway.		
<b>PART –II</b>		
i.	Related Higher Education qualifications (Maximum Marks – 04)  1 <sup>st</sup> Division - 04 2 <sup>nd</sup> Division - 03 3 <sup>rd</sup> Division - 02	04 Marks
ii.	Working Experience over the above in the relevant field: (Maximum Marks -04), ½ mark for each completed 6 months.	04 Marks
iii.	Computer Knowledge Minimum Six Month Diploma	02 Marks
<b>Total</b>		<b>10 Marks</b>
Final Merit list will be prepared on the basis of marks obtained in Part –I (90 Marks) and Part -2 (10 Marks). Thereafter, the candidates will be called for Counselling from the Final Merit List in the ratio of 1:3. The original documents of the shortlisted candidates will be checked at the time of Counselling and if any candidate failed to produce the original documents at the time of Counselling their candidature will be rejected straightway and the decision of the committee will be final.		

**6. OTHER GENERAL CONDITIONS:**

- i) It is made clear to all the candidates that their candidature is provisional and further subject to the fulfillment of eligibility criteria, age verification of documentary proof. In case, they do not fulfill the eligibility criteria, overage, their candidature will be rejected straightway and they do not fulfill the eligibility will not be called for Counselling under any circumstances.
- ii) The candidates who are willing to apply for the above said posts must have the Essential qualification, experience etc. stated above, as the case may be as on 15.11.2016 i.e. last date of receipt of Online applications otherwise their candidature will be rejected straightway.
- iii) The numbers of posts and reservation thereof are tentative and can be increased or decreased. The department reserves the right to reject /cancel any application or withdraw the posts at any time without assigning any reasons or without any notice whatsoever and under this situation, no application fee will be refunded.
- iv) No TA/DA etc. will be paid to the candidates, who are called for the Written Test, Counselling etc.
- v) The written Test will be held in **CHANDIGARH ONLY**. Candidates with valid Application shall be issued Call Letters/E-Admit Cards on GRIID/GMCH website. These should be downloaded by the candidates directly from the GMCH/GRIID website [www.gmch.gov.in](http://www.gmch.gov.in) by clicking at link "VACANCIES" by entering his/her Registration Number/Application ID and Date of Birth. Call letters/Admit Cards will not be sent by post. Copy of Call letters/Admit Card will also be sent to the candidates through email-ID and will be available on the website.
- vi) The claim of candidates belonging to OBC category will only be considered if the Caste of OBC reflects in the Chandigarh OBC list (List is also displayed on the website i.e. [www.gmch.gov.in](http://www.gmch.gov.in) for ready reference).

- vii) Mere appearance in the written test does not imply that the candidates are eligible for the post. The candidature of the candidates who have applied online and further appeared in the written test are provisional and further subject to fulfillment of eligibility criteria and verification of original documents.
- viii) Candidates applying under any of the reserved category viz SC/OBC will be considered subject to submission of Caste Certificate on a prescribed format issued by the Competent Authority. OBC candidates should not belong to Creamy Layer. The Caste of LOBC candidates must reflect in the Chandigarh OBC list (List is also displayed on the website i.e. [www.gmch.gov.in](http://www.gmch.gov.in) for ready reference) failing which their candidates will not be considered under any of the applied reserved category and will be treated as UR.
- ix) The provisional final list of Eligible Candidates will be prepared on the basis of marks obtained in Part - 1 (90Marks) and Part -2 (10 Marks) which will be displayed on the GMCH website of this Institute for the information of candidates. In case two or more candidates secure equal marks/merit at last point, the candidate elder in age, will be considered for selection. Waiting lists will also be prepared in each category. Thereafter, the candidates will be called for Counselling in the ratio of 1:3 from the Provisional Merit List of Eligible Candidates.
- x) There will be no personal interview, however, counselling as per merit (after Part -I and 2) will be held for verification of original documents of the shortlisted candidates.
- xi) The shortlisted candidates must bring all original certificates alongwith one set of photocopy self attested. All the original certificates/documents will be verified at the time of Counselling if any candidate failed to produce the original certificate the candidature will not be considered and rejected straightway. The decision of the Counselling Committee will be final.
- xii) No separate letter for Written Test, inviting of Hard copies & Counselling etc. will be sent. However, the information will be sent on their respective E-mail ID as well as displayed on the GMCH website. If any candidate failed to check his/her E-mail ID as well as website of GMCH, no request in this regard will be considered and the candidature shall liable to be rejected straightway.
- xiii) Candidates are required to have a valid personal e-mail ID which should be kept active during the recruitment process, as all the information relating to recruitment of the said posts will be available only on On-Line. The candidates should ensure that the e-mail ID is not shared or mentioned to any other person. It is requested not to use any other person's e-mail ID. In case a candidate does not have a valid personal e-mail ID, he/she should create his/her new e-mail ID before applying.
- xiv) The eligible candidates are required to bring all the certificates/testimonials in original, in support of their qualification, experience and date of birth etc. and also NO OBJECTION CERTIFICATE from the present employer, if working in the Govt. /Semi Govt. Corporate Body/Undertaking of the Central /State Govt. and in absence of which the candidate will not be allowed to appear for Counselling. All the original certificates/documents will be verified at the time of Counselling.

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 counselling etc. will be uploaded on the GMCH website i.e. [www.gmch.gov.in](http://www.gmch.gov.in). Further the such information will also be sent on registered E-Mail ID of the candidates as provided by them while applying online. Therefore all the applicants are instructed to get in touch with the GMCH Website as well as their E-Mail ID for future update.
4. Though every step has been taken to ensure the accuracy of the advertisement, still the department reserves 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. The shortlisted candidates must bring all original certificates along-with one set of photocopy self attested. All the original certificate/documents will be verified at the time of Counselling if any candidate failed to produce the original certificate the candidature will not be considered and rejected straightway. The decision of the Counselling Committee will be final.
6. For Technical Assistance regarding Online submission in case of any difficulty/enquiry, please contact phone no. 0172-2665253-58, 2601023 Ext. 2112, 4238, 4242 & 5120 on any working day from 9:00am to 5:00 pm.

Sd/-  
 Director, GRIID  
 Sector 31, Chandigarh