

GUIDELINES FOR RECRUITMENT OF STAFF NURSES & MPHA (F)s

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

1. Candidates are instructed to visit webpage i.e. <https://forms.gle/c3DMXdKyRYPWNTpm7> for Staff Nurse and <https://forms.gle/bDrRMdXzJyoqbQKe8> for MPHA (F)/ANM 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 self-attestation at O/o. the DM&HO Hyderabad during office hours from **25.11.2022 to 28.11.2022.**

Non submission of Hard Copy of downloaded online application with documental evidences will summarily rejected the candidature.

- 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 concerned Board or University (Consolidated/Year wise)
- vii. Provisional Certificate from the board/university concerned,
- viii. Registration Certificate from the AP/TS Nurses, ANMs & HVs council.
- ix. For Staff Nurses – **GNM/B.Sc (N) or M.Sc (N)**
- x. For MPHA (F)/ANMs – **18 months/2 years MPHW (F) Training certificate (or) 2 years Intermediate vocational MPHW (F) course with one year clinical training in selected Govt. Hospital OR apprentice ship completion certificate by the board of apprenticeship training GoI, Southern Region, Chennai**
- xi. One photograph duly pasted and signed across on the application form.

The appointment is purely temporary on contract basis under 15th Finance Commission and NUHM. The contract is initially for a period of one year. However, every year new contract has to be signed and valid for the period as indicated in the contract.

2.AGE:

The minimum age is 18 years and maximum age is **44 years** as on **30.06.2022** 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 and latest RoR of EWS and ST shall be followed.

z. No. OF POSTS AND SALARY & UNIT OF APPOINTMENT

Sl. No.	Name of the Post	No. of vacancies	Salary per month	Unit of appointment
1	Staff Nurse	27	Rs. 29,900/-	Zone-VI
2	MPHA (F)/ANM	15	Rs. 27,300/-	Zone-VI

Zone-VI Districts

1) Hyderabad, 2) Medchal (Malkajgiri), 3) Rangareddy, 4) Sangareddy, 5) Vikarabad,

4. METHOD OF RECRUITMENT

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. | | |
- a) For eligible applicants recruitment will be made by awarding 90% of marks for marks obtained in qualifying examination and 10% marks for age weightage.
 - b) All guidelines to recruit the contract employees as prescribed by Government from time to time will be followed.
 - c) Provisional merit list will be prepared and displayed based on the marks obtained in the qualifying examination and Age weightage for transparency sake.
 - d) Provisional selection list will be prepared from the finalized provisional merit list duly following the rule of reservations, merit and presidential orders, 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.

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