

পশ্চিমবঙ্গ সরকার

স্বাস্থ্য ও পরিবার কল্যাণ দপ্তর

অধ্যক্ষের করণ

ডায়মন্ড হারবার গভর্নমেন্ট মেডিক্যাল কলেজ ও হাসপাতাল

হরিণডাঙ্গা, নিউ টাউন, ডায়মন্ড হারবার

দক্ষিণ ২৪ পরগণা, পশ্চিমবঙ্গ- ৭৪৩৩৩১

দূরভাষ- (০৩১৭৪)-২৯৯-৯৫০

ইমেল- diaharmc@gmail.com



Government of West Bengal

Department of Health & Family Welfare

Office of the Principal

Diamond Harbour Govt. Medical College & Hospital

Harindanga, New Town, Diamond Harbour

South 24 Parganas, West Bengal- 743331

Telephone: (03174)-299-950

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Memo No: DHGMC/2023/483

Date: 21/03/2023

RECRUITMENT NOTICE

As per approval from the National Centre for Disease Control (NCDC) on 26.10.22 for Prevention and Control of Zoonoses for the purpose of sentinel surveillance site at Diamond Harbour Govt. Medical College & Hospital, Diamond Harbour for recruitment of One (1) Laboratory Technician, One (01) Data Entry Operator (DEO) for the functioning of sentinel surveillance site for the period of one (01) year (Purely on contractual basis) at the Dept. of Community Medicine, Diamond Harbour Govt. Medical College & Hospital, Diamond Harbour.

Applications are invited from the eligible candidates only for filling up vacant post under Zoonoses Scheme, for the functioning of Zoonoses Research at the Dept. of Community Medicine of Diamond Harbour Govt. Medical College & Hospital, Diamond Harbour for the period of one (01) years (Purely on contractual basis).

A) Vacancies under Zoonoses Scheme:

Sl NO.	Name of the Post & Number	Essential Qualification	Desirable Qualification & Experience	Age as on 01/01/2023	Consolidated Remuneration/ Month (Rs)	Selection of Scoring (Total Marks - 100)
1)	Laboratory Technician 01 (One)	Graduate in Medical Laboratory Technology form a recognized University/Institute/Hospital Or Diploma in Medical Laboratory Technology [MLT] with the course at least 2 years duration form a recognized University Or Diploma/Certificate in Medical Laboratory Technology [MLT] with the course of one year duration form a recognized University	i. One year experience for those of working in medical laboratory with diploma in MLT (2 years course) from recognized central Govt./State Govt. hospital/Institute/Autonomous/Private Institute. ii. Two years experience in working in medical laboratory for those with diploma in MLT (1 year course) from recognized central Govt./State Govt. hospital/Institute/Autonomous/Private Institute. iii. One year experience in a medical laboratory for Graduate in science form a recognized University/Institute/Hospital iv. Candidate with work experience in "Quality Assured Laboratory" shall be preferred.	Minimum 21 Years & Maximum 40 Years.	Remuneration as per Guidelines i.e. Rs. 30000/- (Thirty Thousand only) Consolidated without any allowances.	Academic Marks: 70 1) Secondary - 20 Marks 2) Higher Secondary - 20 Marks 3) Graduate / DMLT - 30 Marks Experience: 15 Marks (For Govt. Experience 5 Marks / Year and Pvt. Experience - 2 Marks / Year, Maximum Marks - 15) Interview & Skill Test: 10+5 = 15 Marks Date of Walk in Interview: 31.03.2023 Total- 100 Marks



21/03/2023

2)	Data Entry Operator (DEO) 01 (One)	Graduate with one year diploma course in computer application with one year experience in related field.	<ol style="list-style-type: none"> 1) Knowledge of Computer Applications with good typing skill for data entry work. 2) One year experience in Data entry at Govt. Hospital or Pvt. Hospital. 3) Working knowledge of data entry work with two year experience in Diagnostic Virology Laboratory. 4) Independent communication skills in English language with knowledge of gene & following up physical e-file nothing's in Government/PSU/Healthcare industry sector. 	Minimum 21 Years & Maximum 40 Years.	Remuneration as per Guidelines i.e. Rs. 20,000/- (Twenty Thousand only) Consolidated without any allowances.	<p>Academic Marks: 40</p> <ol style="list-style-type: none"> 1) Secondary – 10 Marks 2) Higher Secondary – 10 Marks 3) Graduate - 10 Marks 4) Computer Diploma – 10 Marks <p>Experience: 10 Marks</p> <p>(For Govt. Experience 5 Marks / Year and Pvt. Experience – 2 Marks / Year, Maximum Marks – 10)</p> <p>Skills Test: 40 Marks</p> <p>Interview: 10 Marks</p> <p>Date of Walk in Interview: 03.04.2023</p> <p style="text-align: center;">Total- 100 Marks</p>
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21/03/2023

Principal
Diamond Harbour Government Medical College & Hospital
Diamond Harbour, South 24 Parganas

Performa of Application

FOR OFFICE USE ONLY

Application for the post of Laboratory Technician / Data Entry Operator on contractual basis for 01 (One Year) at Zoonoses Lab of Diamond Harbour Govt. Medical College & Hospital, Diamond Harbour, South 24 Parganas.

1. Name: _____
2. Father's Name: _____
3. Residential Address: _____
District: _____, P.O: _____, P.S: _____, PIN: _____
4. Mobile Number: _____
5. Email ID: _____
6. Date of Birth: _____
7. **Educational Qualification:** (10th Standard/12th Standard / Graduate /DMLT/ Diploma in Computer)

Affix recent
color
Passport size
Photograph
with
Self-attestation

Sl. No.	Educational Qualification (in chronological order)	Passed from (Board / University)	Year of Passing	% of Marks obtained

8. Working Experience:

Sl. No.	Name of the Institute/Organization	Type of Institute/Organization (Govt. OR Private)	Total Year of Experience

Declaration:

1. I do hereby declare that the above mentioned information are true to the best of my knowledge and belief. If any of the information is found incorrect or false at any stage of recruitment process then the authority has the right to reject my candidature.
2. I am fully aware that this is a purely temporary & contractual engagement for a period of 06 (Six) months.
3. I do hereby submitting the documents (Self attested photocopy): i) DOB proof, ii) Aadhaar / Epic card, iii) All relevant Mark sheets and certificates, iv) Working Experiences.
4. I hope you will give me an opportunity to serve you to the best of my ability and knowledge.



21/03/2023

Place:
Date:

(Signature of the Applicant)

General rules & information for the applicants:

1. Only Indian national are eligible to apply.
2. Eligible candidate should apply in the prescribed format as given in the website <https://www.dhgmcc.edu.in> / www.wbhealth.gov.in
3. Only offline application will be accepted during Walk-in interview, if any application forms not properly filled in or incomplete application forms are liable to be cancelled.
4. The age calculation will be done as on **01/01/2023**.
5. Only walk in interview will be held. No further communication will allow.
6. Date of Walk in interview for the post of MT Lab on **31/03/2023 at 11:00 AM & DEO post on 03/04/2023 at 11:00 AM**. After 11:00 AM no further applicant accepted.
7. No separate admit card will be issued for eligible candidates. The Recruitment Committee reserve the right to cancel the recruitment process at any stage without assigning any reason whatsoever.
8. No TA/DA will be paid to the candidates for appearing in the Skill Test / Interview process.
9. The original of each of the following documents stated below must be brought for verification during walk in Interview:
 - Photo proof identity card (Any one- Passport/ Voter card/ AADHAR Card/ PAN card/ Driving License)
 - Proof of address (Any one- Passport/ Voter card/ AADHAR Card/ Driving License)
 - Age proof certificate [Admit card of Madhyamik (Secondary) OR equivalent examination]
 - Mark sheets with certificates of all examination quoted by the candidate.
 - Computer Application certificate should be submitted as per requirement
 - All the experience certificate issued and stamped by the appropriate authority of recognized institution starting from oldest to latest.
10. If the application details submitted by the applicant differ with the original testimonials, that application shall liable to be cancelled.
11. The decision of the Selection Committee will be final.
12. During the recruitment process, if new vacancies created for above mention post, selection of candidates will be made from the panel prepared for this recruitment notice.
13. If the performance of any selected candidate is found to be not satisfactory, the appointing authority may terminate the service without any prior intimation and next candidate from the panel will be called.

Sid
Principal

**Diamond Harbour Medical College and Hospital
Diamond Harbour, South 24 Parganas**

Memo No: DHGMC/2023/ 483/1(13)

Date: 21/03/2023

Copy forwarded for NA please:

1. The Director of Medical Education, Dept. of H& FW, Govt. of WB, Swasthya Bhawan, Kolkata – 91.
2. The Director of Health Services, Dept. of H& FW, Govt. of WB, Swasthya Bhawan, Kolkata - 91
3. The District Magistrate, South 24 Parganas.
4. The MSVP, Diamond Harbour Govt. Medical College & Hospital, Diamond Harbour.
5. The CMOH, DHHD, Diamond Harbour.
6. The SDO, Diamond Harbour Sub Division, Diamond Harbour.
7. The Nodal Officer, NOHP-PCZ, Sentinel Surveillance Site of DHGMCH, Diamond Harbour.
8. The Accounts Officer, Diamond Harbour Govt. Medical College, Diamond Harbour, South 24 Parganas.
9. The In-Charge of IT Cell of the Department of Health & Family Welfare, Government of West Bengal: with request to upload the recruitment notice in the departmental website.
10. The District Information Officer, South 24 Parganas: with request to upload the recruitment notice in the departmental website.
11. Notice Board of DHGMC, Diamond Harbour.
12. Official website of DHGMCH, Diamond Harbour:
13. Office copy.

21/03/2023

Principal

**Diamond Harbour Medical College and Hospital
Diamond Harbour, South 24 Parganas**