

**APPLICATION FORM : EMPLOYMENT IN ECHS**

1. Name of post applied for : \_\_\_\_\_
2. Choice of Polyclinic applied for (Delhi Cantt, Lodhi Road, NOIDA, Greater NOIDA, Dundaheera (Gurugram), Sohna Road, Shakurbasti and & Timarpur).

- (a) \_\_\_\_\_
- (b) \_\_\_\_\_
- (c) \_\_\_\_\_

**Affix Recent  
Passport  
size  
photograph  
Don't Staple**

3. Name of Candidate: \_\_\_\_\_ Father's/ Husband Name \_\_\_\_\_

4. If ESM, write the fwg :-

- (a) Service No \_\_\_\_\_ Rank \_\_\_\_\_ Arms/Service \_\_\_\_\_
- Unit (Last Served) \_\_\_\_\_ Date of Retirement \_\_\_\_\_

5. Date of Birth: \_\_\_\_\_.

6. Age \_\_\_\_\_ Years \_\_\_\_\_ Months \_\_\_\_\_ days (as on 01 Apr 2023).

7. Sex : Male/Female \_\_\_\_\_

8. Contact details:-

- (a) Address \_\_\_\_\_
- \_\_\_\_\_ Pin \_\_\_\_\_
- Mobile No \_\_\_\_\_ E-Mail \_\_\_\_\_

9. Education Qualification & Additional Qualification (Photocopy duly attested to be att)

Ser No	Qualification	Year of Passing	Place & Name of School/Board/University	No of Attempts	% Marks
(a)	10 <sup>th</sup>				
(b)	12 <sup>th</sup>				
(c)	Graduation				
(d)	Post Graduation				
(e)	Diploma/Cert Course				
(f)	PG Diploma				
(g)	IT/Cmptr Courses				
(h)	Any other Courses				

10. **Work Experience.**

Ser No	Name of Institute/Nature of Work & Appointment held.	Period of Employment		Experience Cert att (Yes/No)	Reason for leaving the job	Any type of disciplinary action initiated against the ESM during the entire service (only for ESM)
		From	To			
(a)						
(b)						
(c)						
(d)						
(e)						
(f)						

11. If presently employed in ECHS, Period of Employment wef \_\_\_\_\_ Years \_\_\_\_ & Months \_\_\_\_\_.

12. Reason for leaving/termination of service with ECHS\_\_\_\_\_.

**DECLARATION**

(a) I hereby declare that I have no employment or stake in any ECHS empanelled medical facility or hospital or I was employed / had a stake in ECHS empanelled medical facility namely \_\_\_\_\_ which I relinquished on \_\_\_\_\_(DD/MM/YY).

(b) I fully understand that in the event of any information furnished by me above being found false or incorrect, action can be taken against me.

(c) I undertake that the choice of Polyclinic given is only a choice and I agree to work in any polyclinic where I may be appointed.

(d) I declare that my services have not been terminated on discipline grounds from any ECHS establishment and I have never been denied the second year extension of my ECHS contract for being unsuitable or by being not recommended for the same.

(e) The details contained in this application are true and correct to the best of my knowledge and belief.

(f) I hereby certify that I am not holding any other office of profit/employed by any other organization.

Place: \_\_\_\_\_

Signature: \_\_\_\_\_

Dated: \_\_\_\_\_

13. **Documents Required. One set of Photocopies** of Age and Address Proof, Aadhaar Card, PAN Card, PPO, Discharge Book, ESM I/Card, Release Order, Med Fitness Cert, Education Qualification Cert, Valid Medical / Dental Council Registration Cert, Work / ECHS Experience Cert (as applicable), No Objection Cert from current employer (if applicable), Valid Driving License for LMV /Hy Vehs (for drivers only) to be attached duly self attested. **Attempt Certificate**/year wise mark sheets for passing MBBS/BDS. **Application for OIC ECHS Polyclinic to be submitted in DUPLICATE alongwith copy of Record of Service.**

**EX-SERVICEMEN CONTRIBUTORY HEALTH SCHEME (ECHS)**  
**EMPLOYMENT NOTICE AND QRs FOR EMPLOYMENT**

Ex-Servicemen Contributory Health Scheme (ECHS) desires to engage following staff on contract basis for its ECHS Polyclinics located in Delhi/NCR (Delhi Cantt, Lodhi Road, NOIDA, Greater NOIDA, Dundaheera(Gurugram), Sohna Road, Shakurbasti & Timarpur) as per the details given below:-

Ser No	Appointment	Basic Qualification	Work Experience	Reservation for Ex-Servicemen	Monthly contractual fee (Rs)
1.	Medical Specialist	MD/MS in Specialty concerned /DNB	Minimum 05 years in the specialty after PG	60%	1,00,000/-
2.	Gynaecologist	-do-	-do-	60%	1,00,000/-
3.	Medical Officer	MBBS	Minimum 05 years experience after internship. Preferable addl Qualification in medicine/surgery	60%	75,000/-
4.	Dental Officer	MDS/BDS	Minimum 05 years work experience for BDS. No work experience for MDS.	60%	75,000/-
5.	OIC Polyclinic	Graduate	Minimum 05 years work experience in Health care institutions or Managerial positions	100%	75,000/-
6.	Dental Assistant/ Technician/ Hygienist	Diploma holder in Dental Hygienist/ Class-I DH/DORA (Armed Forces)	Minimum 05 years experience in Dental Laboratory	70%	28,100/-
7.	Laboratory Technician	B.Sc (Medical Lab Technology) or 10+2 with Science and DMLT	Minimum 03 years work experience as a Lab Asst in Medical Laboratory	70%	28,100/-
8.	Laboratory Assistant	DMLT/Class - I Lab Tech Course (Armed Forces)	Minimum 05 years experience in Medical Laboratory	70%	28,100/-
9.	Nursing Assistant	DMN, Diploma/Class-I Nursing Asst Course (Armed Forces)	Minimum 05 years work experience	70%	28,100/-
10.	Physiotherapist	Diploma/Class-I Physiotherapy Course (Armed Forces)	-do-	70%	28,100/-
11.	Pharmacist	B Pharma or 10+2 with PCB and Diploma in Pharmacy	Minimum 03 years work experience	70%	28,100/-
12.	IT Network Technician	Diploma/Cert equivalent in IT Networking, Computer Application	Minimum 02 years experience & preferably above 21 years	70%	28,100/-
13.	Data Entry Operator	Graduate/Class-I Clerical Trade (Armed Forces)	Minimum 05 years work experience	70%	19,700/- or 28,100/-
14.	Clerk	-do-	-do-	70%	28100/-
15.	Receptionist	-do-	-do-	70%	16,800/-
16.	Driver	Education- 8 <sup>th</sup> Class/ Class-I Driver MT (Armed Forces) Posses a civil driving license (LMV)	Minimum 05 years experience as driver.	70%	19,700/-
17.	Chowkidar	Education - 8 <sup>th</sup> Class. GD trade for Armed Forces Personnel	Minimum 05 years work experience	70%	16,800/-
18.	Peon	-do-	-do-	70%	16,800/-
19.	Female Attendant	Literate	Minimum 05 years experience in Civil / Army Health institutions	70%	16,800/-
20.	Safaiwala	-do-	Minimum 05 years service experience.	70%	16,800/-

## **GENERAL INSTRUCTIONS**

1. **Age:-** For employment age should not have completed 68 years for Ser No 1 & 2, 66 years for Ser No 3, 63 years for Ser No 4 & 5, 56 years for Ser No 6 to 11, 53 Years for Ser No 12 to 20 as on 01 Apr 2023.
2. **Contractual Terms & Conditions** : The contractual employment will be for a period of one year April to 31 March subject to review of their conduct and performance during the employment. The contractual employees will not be entitled to any allowances, financial benefits or concessions as admissible to Govt employees. The detailed terms and conditions for employment are available with ECHS Cell, Station Headquarter, Delhi Cantt-110010 (Phone No 011-25694821 & Mobile No 8448198118) and can be checked by applicants.
3. **Working hours.** The working hours for staff (less Ser 1 to 2) would be 48 hours per week (8x6) from Monday to Saturday and Sunday will be holiday. For specialists (Medical Specialist & Gynecologist) the working hours would be 30 hours per week (5x6) from Monday to Saturday and Sunday will be holiday.
4. **Leave.** Admissible **2.5 days** for every completed month during the contractual period which will lapse, if accumulated, at the end of six months. Entitled leave will be besides, Sundays & Gazetted Holidays.
5. **Termination of Services.** Contract can be terminated by either side by giving one month's notice.
6. The interview for all above categories will be held at HQ Delhi Area, Delhi Cantt. The desired candidate will submit Application form alongwith copies of Academic/Professional/ Work experience certificates, Medical Council Registration, Copy of PAN Card & Residence/Address proof duly self attested alongwith one pass port size photograph by 09 Jan 2023 the latest at ECHS Cell, Station Headquarter, Delhi Cantt. Original copies of certificates should be carried on the date of interview for verification.

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**The candidates who were earlier employed in ECHS but whose services were terminated/ not extended for the second year employment need not apply.**

# **MEDICAL FITNESS CERTIFICATE**

(FOR GOVT SERVICE / NON GOVT SERVICE)

1. I, do certify that have examined No \_\_\_\_\_ Rank \_\_\_\_\_  
Name \_\_\_\_\_ S/O, D/O, W/o \_\_\_\_\_  
a candidate for employment as (Name of Post) \_\_\_\_\_ has been  
medically examined and found to be physically & mentally fit to perform his/ her  
duties in ECHS Polyclinic.

2. His/her age as on 01 Apr 2023 is \_\_\_\_ years as per date of birth  
\_\_\_\_\_ recorded in the documents.

## **Signature of Candidate**

**Sig of MO with Stamp** \_\_\_\_\_

Place :

Date :

## **COUNTERSIGNATURE OF SEMO / CMO**

Place : New Delhi

Dated :

## SEQUENCE OF DOCUMENTS

### Details of Documents Required (One set of Photocopies)

1. Aadhaar Card.
2. PAN Card.
3. 10<sup>th</sup> Certificate.
4. 12<sup>th</sup> Certificate.
5. Graduation Certificate.
6. Diploma / Degree.
7. Attempt Certificate/year wise mark sheets for passing MBBS/BDS.
8. Valid Medical / Dental Council Registration Certificate.
9. Valid Driving License for LMV / HyVehs (for drivers only).
10. PPO, Discharge Book, ESM I/Card, (For ESM only).
11. Medical Fitness Certificate.
12. Experience Certificate (as applicable).
13. No Objection Certificate from current employer (if applicable).

**(All documents to be attached duly self attested)**