



कर्मचारी राज्य बीमा निगमश्रम एवं रोजगार
मंत्रालय, भारत सरकार (EMPLOYEE'S
STATE INSURANCE CORPORATION)
Ministry of Labour & Employment
Govt. of India



क. रा. बी. नि. दन्त महाविद्यालय एवं अस्पताल
सेक्टर - 15, रोहिणी, दिल्ली - 110 089
ESIC DENTAL COLLEGE & HOSPITAL
Sector - 15, Rohini, Delhi- 110 089
Phone: 011-27553099
Email: deandc-roh.dl@esic.nic.in

115-A-12/12/Recruitment/02/2018/Estt. DC

Dated: 09.11.2022

RECRUITMENT OF TUTOR

Employees' State Insurance Corporation is a statutory body constituted under an Act of Parliament (ESI Act, 1948) and works under the administrative control of Ministry of Labour and Employment, Government of India. Employees' State Insurance Corporation proposes to recruit teaching faculty i.e. Tutor in ESIC Dental College & Hospital, Sector-15, Rohini, Delhi-89 on contract basis for one year. The break-up of vacancies is as under:-

Post	Total
Tutor	6 (02 UR + 02 OBC + 01 SC+ 01 EWS)

The vacancies advertised above are subject to increase or decrease at the discretion of ESI Corporation.

S.No	Name of Post	Scale of Pay	Age Limit	Educational & other Qualification
1.	Teaching Faculty (Dental) Sub-cadre Post:- Tutor	Rs 1,08,385/- per month* (consolidated) plus transport allowance with DA on transport allowance as per rule.	Not exceeding 30 years (relaxable upto 5 years for employees of the ESI Corporation and Government servants) Note:- The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu & Kashmir State, Lahual & Spiti District and Pangi Sub-division of Chamba District of Himachal Pradesh, Andaman & Nicobar Islands and Lakshadweep).	Essential:- 1. A recognized BDS degree of Indian University or an equivalent qualification, with at least one year experience, preferably in a recognized hospital. 2. Must be registered with Dental Council of India. Note1:- Qualification with regard to experience is relaxable at the discretion of competent authority in case of candidates otherwise well qualified. Note2:- The qualification regarding experience is/are relaxable at the discretion of the Competent Authority in case of candidates belonging to Scheduled Castes or Scheduled Tribes, if at any stage of selection the competent authority is of the opinion that the sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.

N. N. N.

FEE: - Application has to be submitted along with a Demand Draft as detailed below:-

S No.	Category	Fee Amount
1.	SC/ST/PWD/EWS/Departmental Candidates/Female candidates & Ex Servicemen	Nil
2.	All other categories	Rs. 225/-


The demand draft should be with validity of at least 3 months in favour of "ESI Account No. 1 - Central", payable at New Delhi. Payment of fee by any other mode will not be acceptable.

How to Apply:-

(A)	Applicants for the above post may apply in the form appended below. Application complete in all respects and enclosing self-attested copies of all essential certificates is to be sent in a cover super scribed "Application for the post of Tutor in ESIC Dental College & Hospital" by Registered Post/ Speed Post/by hand so as to reach "The Dean, ESIC Dental College & Hospital, Sector-15, Rohini, Delhi-89" on or before 30/11/2022. The following documents should be attached along with the application form:-
i.	Two self-attested copies of recent passport size photograph with one photograph pasted on the application form.
ii.	Self- attested copies of certificates and testimonials in support of proof of age/date of birth, mark sheets (of all years), educational qualifications, experience, valid and updated DCI registration, no. of attempts, caste, PWD, EWS Certificate etc. must be attached with the application form.
iii.	Self- Attested copy of community/ status certificate in prescribed form in case of candidates belonging to SC/ST/OBC category. Candidates claiming reservation/ age relaxation on the grounds of belonging to OBC category should submit the valid community certificate in Annexure- "A" prescribed vide Govt. of India, Deptt. Of Personnel & Training O.M. No. 36012/22/93/Estt.(SCT) dated 15-11-93 along with self- declaration given in Annexure -"B", failing which the benefit of reservation/ age relaxation will not be given. (Format Enclosed herewith)
iv.	Candidates claiming reservation under EWS should submit EWS certificate as per Annexure-I of Govt. of India, Ministry of Personnel, Public Grievances & Pensions, DOPT office Memorandum No. 36039/1/2019- Estt. (Res) dated 31.01.2019. (Format Enclosed herewith- Annexure C)
v.	The demand draft should not be tagged or stapled but should be pinned or clipped at the top of the application form. The name and address of the candidate and the post applied for should be written on the reverse of the demand draft.
(B)	The last date of receipt of application from candidates residing in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu & Kashmir State, Lahaul and Spiti District and Pangri Sub Division of Chamba district of Himachal Pradesh, Andaman and Nicobar Islands and Lakshadweep will be 07/12/2022.
(C)	Candidates employed in Govt./Semi Govt./ Autonomous bodies should send their applications through proper channel. However, they may send an advance copy of their application before the last date. The advance copy should also be complete in all respects, enclosing attested copies of all certificates.

General Conditions:-

i.	<p>a) The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India i.e. 30/11/2022 (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu & Kashmir State, Lahaul and Spiti District and Pangi Sub Division of Chamba district of Himachal Pradesh, Andaman and Nicobar Islands and Lakshadweep)</p> <p>b) Relaxation in upper age limit shall be available to SC/ST/OBC candidates as per the instructions/orders of the Government of India.</p>
ii.	<p>Mere submission of application does not confer any right to the candidate for being called for interview. ESIC reserves the right to adopt other criteria / terms and conditions for scrutinizing the application in case of large numbers of applications are received. ONLY SHORT-LISTED CANDIDATES WILL BE CALLED FOR INTERVIEW AND NO CORRESPONDENCE IN THIS REGARD WILL BE ENTERTAINED.</p>
iii.	<p>Application should be submitted in the prescribed form only. It should be filled up in Block/capital letters in the candidate's own handwriting. If there is any variation in application form, the same shall be rejected.</p>
iv.	<p>Incomplete or unsigned applications or the applications received without the certified copies of certificate of date of birth, educational qualifications, attempt certificate, mark sheets of all years, experience claimed, application fee, valid caste/PWD/EWS certificate, valid and updated DCI registration certificate and photographs and those applications received after the last date of receipt will summarily be rejected without any communication to the candidate.</p>
v.	<p>Wrong declarations/submission of false information or any other action contrary to law shall lead to cancellation of the candidature at any stage.</p>
vi.	<p>Fee once paid is not refundable.</p>
vii.	<p>Disqualification- No person:- (a) Who has entered into or contracted a marriage with a person having a spouse living or (b) Who, having a spouse living, has entered into or contracted a marriage with any person; shall be eligible for appointment to the said posts. Provided that the Director General may, if satisfied, that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and that there are other grounds for doing so, exempt any person from the operation of this Regulation.</p>
viii.	<p>ESIC will not be responsible for any postal delays.</p>
ix.	<p>No TA/DA is admissible for attending the interview.</p>
x.	<p>Candidates are advised to bring all the original documents for verification at the time of Interview.</p>
xi.	<p>Selected candidates will be entitled for leave as per rules.</p>
xii.	<p>NO PRIVATE PRACTICE IS ALLOWED DURING THE TENURE OF SERVICE WITH ESI CORPORATION.</p>



Mode of Selection:-

The selection for the above post will be on the basis of interview conducted by the Selection Board at ESIC Dental College & Hospital, Sector-15, Rohini, Delhi-89. However, ESIC reserves the right to change the centre, if need be.

Shortlisting Criteria:-

Candidates would be shortlisted based on their BDS performance (combined scoring of all the professional exams) in order of merit. In case of same merit position, candidates with higher age (within the prescribed age eligibility criteria) will rank higher than a younger candidate.

Note :

- A. In case of same marks and same age of the candidate, candidates with higher marks obtained in BDS Final year shall be given preference for short-listing.
- B. If the numbers of eligible candidates exceed the desired ratio of 1:5 even after applying all criteria as above, all such candidates will be called for the interview.
- C. The post of Tutor is not department specific and will be rotated amongst all the departments of Dental College, including casualty postings and night duties.
- D. Since the total permissible tenure for the post of Tutor/ SR / Lecturer / Demonstrator is 3 years, and the present post is for one (1) year, candidates who have already worked as Tutor / SR / Lecturer / Demonstrator in any Govt. hospital/ Institute for more than 2 years need not apply. Any such candidate will not be considered eligible for the present post.

Note:-

1. The list of eligible candidates with their Roll Numbers, date, time & venue of Interview will be tentatively available on the ESIC website (www.esic.nic.in) by Last week of December 2022. No enquiry or correspondence in this regard will be entertained. No separate letter or Email will be sent. For detailed notification visit:
www.esic.nic.in → Health services → Medical Education Institutes → Delhi → ESIC Dental College & Hospital, Rohini, Delhi → Announcement → Instructions/Circulars/Orders or Recruitment
2. The results of the interview will be available on the website of the ESI Corporation (www.esic.nic.in) and no enquiry or correspondence in this regard will be entertained. For results visit the following link:
www.esic.nic.in → Health services → Medical Education Institutes → Delhi → ESIC Dental College & Hospital, Rohini, Delhi → Announcement → Instructions/Circulars/Orders or Recruitment.
3. There shall be liberty of competent administrative Controlling Authority of the College to modify the number of vacancies or any other modification on account of omission/error if any.
4. **CAUTION:- CANVASSING IN ANY FORM WILL BE A DISQUALIFICATION.**


DEAN

APPLICATION PROFORMA FOR RECRUITMENT OF TUTOR IN ESI CORPORATION

1.	Particulars of the draft: (a) Amount Rs. (b) Name of Issuing bank branch (c) DD No. _____ Dated:	Affix recent Self – attested passport size photo
2.	Name in full (in block letters)	
3.	Father's/Husband's Name	
4.	(a) Date of Birth (In figures) (In words) (b) Age as on closing date (i.e. 30/11/2022)	
5.	(a) Religion (b) Nationality	
6.	Mailing Address (With email address and telephone number)	
7.	Permanent Address (With email address and telephone number)	
8.	Sex	
9.	Community/Category to which applicant belong (i.e. UR/SC/ST/OBC/PWD/EWS)	

N. Kumar

ESSENTIAL EDUCATIONAL AND PROFESSIONAL QUALIFICATION (*Attach annexure, if necessary*)

Name & address of College	University	Duration		Degree / Examination Passed	Subjects	Percentage of marks obtained
		From	To			

11. Date of Completion of Compulsory Rotating Internship _____
12. Whether the BDS qualification is recognized by Dental Council of India _____
13. Details of DCI Registration:-
- a. Registration No. _____
- b. Issuing authority _____
- c. Validity upto _____

14. DETAILS OF EMPLOYMENT (IN CHRONOLOGICAL ORDER) (*Attach annexure, if necessary*)

Name of the Organization (Please specify whether Central Govt./ State Govt./ Public Sector / Autonomous Body/ Private Sector)	Position(s) held and to whom reporting	Period of service		Nature of work done and reasons for leaving	Scale of Pay	Basic Pay	Whether the institution / experience is recognized by DCI as teaching Experience
		From	To				

Answer

15. Academic attainments and activities _____
(Attach annexure, if necessary)

16. List of enclosures _____

I hereby declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect at any stage, my candidature/ appointment shall be liable to be cancelled/ terminated summarily without notice or any compensation in lieu thereof. I also affirm that No Objection Certificate from the present employer for applying for this post has been applied for/taken. If selected, I am willing to serve anywhere in India.

(Signature of the Candidate)

Place
Date

N. S. S.

CHECK LIST

S.No	Document/Certificate	Enclosure No.	Yes/No	Remarks
1.	Demand Draft			
2.	Passport Size Photograph (02)			
3.	D.O.B Certificate			
4.	BDS Degree			
5.	Attempt Certificate			
6.	Marksheet – BDS I Year			
7.	Marksheet – BDS II Year			
8.	Marksheet – BDS III Year			
9.	Marksheet – BDS IV Year			
10.	Experience Certificate(s)			
11.	Valid DCI registration certificate			
12.	Caste Certificate (SC/ST/OBC Category) in prescribed format			
13.	Duly filled "Annexure A" in case of candidates belonging to OBC Category			
14.	Duly filled "Annexure B" in case of candidates belonging to OBC Category			
15.	Duly filled EWS certificate as per Annexure-C			

N. N. N.

Annexure 'A'**(FORMAT OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA)**

This is to certify that Shri/Smt./Kumari _____ son/daughter of _____ of village/town _____ in District/Division _____ in the _____ State/Union Territory _____ belongs to the _____ Community which is recognized as a backward class under the Government of India, Ministry of Social Justice and Empowerment's Resolution No. _____ dated _____*.

Shri/Smt./Kumari _____ and/or his/her family ordinarily reside(s) in the _____ District/Division of the _____ State/Union Territory. This is also to certify that he/she does not belong to the persons/sections (Creamy Layer) mentioned in column 3 of the Schedule to the Government of India, Department of Personnel & Training OM No. 36012/22/93-Estt. (SCT,) dated 08.09.1993**.

Date _____

District Magistrate/ Deputy
Commissioner etc.

Seal of Office

*- The Authority issuing the Certificate may have to mention the details of Resolution of Government of India, in which the Caste of candidate is mentioned as OBC.

**-. As amended from time to time.

Note: The term ordinarily reside(s) used here will have the same meaning as in section 20 of the Representation of the People Act, 1950.

List of authorities empowered to issue Caste/Tribe Certificate Certificates:

i.	District Magistrate / Additional District Magistrate/ Collector/ Deputy Commissioner / Additional Deputy Commission/ Dy. Collector / 1 st Class Stipendiary Magistrate / Sub-Divisional Magistrate / Extra-Assistant Commissioner/ Taluka Magistrate / Executive Magistrate.
ii.	Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate.
iii.	Revenue Officers not below the rank of Tehsildar.
iv.	Sub-Divisional Officers of the area where the applicant and or his family normally resides.

Note-I a. The term 'Ordinarily' used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

b. The authorities competent to issue Caste Certificate are indicated below:-

- i. District Magistrate / Additional Magistrate / Collector / Dy. Commissioner / Additional Deputy Commissioner / Deputy Collector / 1st Class Stipendary Magistrate / Sub-Divisional Magistrate / Taluka Magistrate / Executive Magistrate / Extra Assistant Commissioner (not below the rank of 1st Class Stipendiary Magistrate).
- ii. Chief Presidency Magistrate / Additional Chief Presidency Magistrate/ Presidency Magistrate.
- iii. Revenue Officer not below the rank of Tehsildar
- iv. Sub-Divisional Officer of the area where the candidate and/or his family resides.

Note-II The closing date for receipt of application will be treated as the date of reckoning for OBC status of the candidate and also, for assuming that the candidate does not fall in the creamy layer.

Note-III The candidate should furnish the relevant OBC Certificate in the format prescribed for Central Government jobs as per Annexure 'A' above issued by the competent authority on or before the Closing Date as stipulated in this Notice.

Form of declaration to be submitted by OBC Candidate (in addition to the community certificate)

I, _____ Son/Daughter of Shri _____ resident of village/town/city _____ district _____ State _____ hereby declare that I belong to the _____ community which is recognized as a backward class by the Govt. of India, for the purpose of reservation in services as per Order contained in Department of Personnel and Training Office memorandum No. 36012/22/93-Estt. (SCT) dated 08.09.1993. It is also declared that I do not belong to persons/sections (Creamy layer) mentioned in column 3 of the Schedule to the above referred Office Memorandum dated 08.09.1993, O.M. No. 36033/3/2004-Estt.(Res) dated 9th March, 2004, O.M. No. 36033/3/2004-Estt.(Res) dated 14th October, 2008, O.M. No. 36033/1/2013-Estt.(Res.) dated 27th May , 2013 & No. 36033/1/2013-Estt. (Res.) dated 13.09.2017.

Signature of the candidate:

Full Name:

Address:

.....

Place:

Date:

Government of

(Name & Address of the authority issuing the certificate)

INCOME & ASSEST CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS

Certificate No. _____

Date: _____

VALID FOR THE YEAR _____

This is to certify that Shri/Smt./Kumari _____ son/daughter/wife of _____ permanent resident of _____, Village/Street _____ Post. Office _____ District _____ in the State/Union Territory _____ Pin Code _____ whose photograph is attested below belongs to Economically Weaker Sections, since the gross annual income* of his/her 'family**' is below Rs. 8 lakh (Rupees Eight Lakh only) for the financial year _____. His/her family does not own or possess any of the following assets*** :

- I. 5 acres of agricultural land and above;
- II. Residential flat of 1000 sq. ft. and above;
- III. Residential plot of 100 sq. yards and above in notified municipalities;
- IV. Residential plot of 200 sq. yards and above in areas other than the notified municipalities.

2. Shri/Smt./Kumari _____ belongs to the _____ caste which is not recognized as a Scheduled Caste, Scheduled Tribe and Other Backward Classes (Central List)

Signature with seal of Office _____

Name _____

Designation _____

Recent Passport size
attested photograph of
the applicant

*Note 1: Income covered all sources i.e. salary, agriculture, business, profession, etc.

**Note 2: The term "Family" for this purpose include the person, who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years

***Note 3: The property held by a "Family" in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.