



**State Organ & Tissue Transplant Organization – U. P.**  
**Department of Hospital Administration**  
**Sanjay Gandhi Post Graduate Institute of Medical Sciences**  
**Raebareli Road, Lucknow, U.P.**  
**Phone: 0522-2495365, 2495361**

**CONTRACTUAL ENGAGEMENT OF CONSULTANT (IEC/MEDIA)**  
**SOTTO - U. P., DEPARTMENT OF HOSPITAL ADMINISTRATION,**  
**SGPGIMS**

Online assessment will be conducted for the contractual engagement of IEC/Media Consultant for SOTTO - U. P., Department of Hospital Administration, SGPGIMS, purely on contractual basis. The details are vide infra:

<b>Sl. No.</b>	<b>Name of Position</b>	<b>No. of Positions</b>	<b>Essential Qualification (Based on Information made available by ROTTO PGI Chandigarh)</b>	<b>Job Description</b>	<b>Fixed Consolidated Remuneration Per Month per Position (INR)</b>
01.	Consultant (IEC/Media)	01	Postgraduate in Mass Communication/Journalism with sufficient experience of handling Mass Media Division in a Govt. setup/ Public Sector Undertaking	Developing and publishing IEC Material, awareness about organ donation amongst the general public through electronic and print media as well as interpersonal communication.	50,000.00

**TERMS AND CONDITIONS FOR THE CONTRACTUAL ENGAGEMENT FOR THE ABOVE SAID POSITIONS ARE AS UNDER:-**

1. **How to Apply:** The interested applicants MUST apply via email with their Bio-Data (CV), duly filled in scanned copy of the application form downloaded from institute website, address and contact details of two referees along with scanned copies of their Degree/ Mark sheets from 10<sup>th</sup> Standard onwards & all other documents/academic credentials on [upsotto.dohasgpgims@gmail.com](mailto:upsotto.dohasgpgims@gmail.com), before or latest by 05:00 PM, 05<sup>th</sup> October, 2021.

2. The engagement is purely on Contract Basis (fixed wages) for a period of 11 (eleven) months. If the contract is not extended further, the same will lapse automatically without assigning any reason. The contractual engagement can also be terminated any time, on either side, by giving one month's notice within the currency of 11 (eleven) months.

3. The worker will perform the duties as assigned to him/her. The competent authority reserves the right to assign any duty as and when required. No extra/additional remuneration will be admissible in case of all such assignments.



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4. The worker will not be entitled to any benefit like Provident Fund, Pension, Gratuity, Medical Attendance Treatment, Seniority, Promotion etc, or any other benefits available to the Government Servants appointed on regular basis.
5. The contractual worker will not be granted any claim or right for regular appointment to any post of SGPGIMS, Lucknow.
6. The worker will be whole time worker of the SGPGIMS and must not accept any other assignment, paid or otherwise and must not engage himself/herself in a private Practice of any kind during the duration of contract.
7. The contractual engagement to the said position will be subject to medical fitness from the competent medical board for which he/she will be sent to the designated medical authority of the institute.
8. Leave entitlement of the worker will be governed in terms of instructions contained in DoPT&T's O.M. No. 12016/3/84-Estt. (L) date the 12<sup>th</sup> April, 1985 as amended by PM No. 12016/1/96- Estt(L) dated 5<sup>th</sup> July, 1990 and OM No. 12016/2/99- Estt(L), dated 12<sup>th</sup> July, 1999.
9. On contractual engagement the worker will be required to take an oath of allegiance to the constitution of India or make solemn affirmation to that effect in the prescribed Performa.
10. The applicant is not entitled to any TA/DA for attending the online assessment and joining for contractual engagement.
11. Other conditions of contractual engagement will be governed by relevant rules & orders issued by Government of India/ Govt. of U.P./SGPGIMS from time to time with regard to the contractual worker.
12. If any declaration given or information furnished by him/her turns out to be false or if he/she is found to have wilfully suppressed any material information he/she will be liable for removal from contractual engagement and also such other action as the Institute may deem necessary.
13. The contractual worker will not be entitled to avail any allowances/facilities being extended to the adhoc/regular/permanent faculty/staff of the SGPGIMS, Lucknow.
14. Interested applicants must apply for the position under reference in the prescribed application form available on the institute website appending there with copies of self-attested certificates/testimonials, as required, as per Sl. No. 1 mentioned vide supra.



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15. Date, Time & Mode of the online assessment will be intimated later.

### **GENERAL INSTRUCTIONS**

16. The applicant must ensure that they fulfil eligibility criteria. If at any stage, it is found that the applicant has furnished any incorrect information his/her candidature will stand cancelled. If any of these shortcoming(s) is/are detected even after the contractual engagement his/her contractual engagement will be summarily terminated.

17. The applicant must join the online assessment via the joining link provided to them on time & wait for their turn.

18. The eligibility of the applicants will be checked by the Appropriate Committee before the online assessment and the decision of the Director, SGPGIMS will be binding the applicant in this regard. Further, only eligible applicants will be informed by email. Institute will not entertain any communication with the applicants who are not eligible.

19. The period of experience wherever prescribed will be counted after obtaining the prescribed qualifications.

20. No TA/DA will be admissible for appearing in the online assessment.

21. The contractual position is purely temporary and can be terminated with one month notice.

22. The Director reserves the right to cancel the advertisement/ selection without assigning any reason.

**DIRECTOR**  
SGPGIMS, Lucknow



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**APPLICATION FORM**

**CONTRACTUAL ENGAGEMENT OF IEC/MEDIA CONSULTANT FOR  
SOTTO - U. P., DEPARTMENT OF HOSPITAL ADMINISTRATION, SGPGIMS**

1. Position applied for:.....
2. Name of the Applicant:.....
3. Name of Father:.....
4. Name of Mother:.....
5. Date of Birth (dd/mm/yyyy):.....
6. Gender:.....
7. Marital Status:.....
8. Contact Details (Mobile No./Email):.....
9. Address for Correspondence:.....  
.....  
.....
10. Permanent Address:.....  
.....  
.....

Please affix your recent passport size photograph



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**11. Examination Passed: (Matriculation/Grade X onwards)**

Examination Passed	Institution/School	Board	Year of Passing	% Marks	Subjects	Division/Grade	Awards

**12. Work Experience**

Position	Institution	Date of Joining	Date of Leaving	Experience Month/Days	Job Description



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**13. Professional Achievements:**

**14. Attachments:**

- .....
- .....
- .....
- .....
- .....

**Declaration**

I certify the above particulars submitted are correct and in case they are inaccurate, the Institute would be free to take action against me.

Place :  
Date :

**Signature of Applicant**