



GOVERNMENT OF INDIA
MINISTRY OF DEFENCE
EX-SERVICEMEN CONTRIBUTORY HEALTH SCHEME
STATION HQ (ECHS CELL), NAGPUR
e-mail: stnhqnagpur@gmail.com



EMPLOYMENT NOTICE

1. ECHS invites applications to engage Non-Medical Staff on contractual basis in ECHS Polyclinic Nagpur for a period of one year renewable for additional period of one year/till attaining the maximum age subject to performance of candidate/ other conditions according to the criteria as mentioned against each post:-

Appointment	Minimum Qualification	No of Vacancies	Fixed Remuneration
CLERK	GRADUATE/CLASS 1 CLERICAL TRADE (ARMED FORCE)	ONE	Rs. 19,700/-

2. **For Terms & Conditions, Application Form & Remuneration** Kindly see our website www.echs.gov.in → Advertisement → Nagpur. For additional details, please contact Stn HQ (ECHS Cell) Nagpur at Telephone No. 0712-2512771, Extn:7671, 0712-2990062 & e-mail ID stnhqnagpur@gmail.com, also approach ECHS Polyclinic, Nagpur for further details. Vacancy is 100% reserved for Ex-servicemen (drawing pension from CDA) only.

3. **Last date of receipt of application as per format given at our website** Application as per requisite format alongwith self attested photocopies of testimonials in support of Educational Qualifications and Work Experience will be submitted to Station Commander, Stn HQ ECHS, Nagpur, Maharashtra-07 by 09 Aug 23. Any application received after 09 Aug 23 will not be accepted.

4. **Interview Date, Timing & Venue** All Shortlisted candidates will be informed the same through telephone & e-mail and their name will be displayed at Main Gate (Futala Gate) of HQ MC, VSN, Nagpur-07. Candidates must bring all the original certificates/mark sheets/degree of 10th/ Matric, 10+2 & Graduation / Post Graduation/ Diploma / course, work experience and Discharge Book, PPO service record and 02 PP size colour photographs at the time of interview. No TA/DA is admissible. Only candidates meeting the Qualitative Requirement may apply.

APPLICATION FORM FOR EMPLOYMENT IN ECHS

NAME OF POST APPLIED FOR: _____

Name of Polyclinics applied for : _____

Affix recent
Passport size
Photograph
(Don't staple)

1. Name: _____ If Ex-servicemen,
write Service No.: _____ Rank: _____
Arms/Services: _____ Unit Last served : _____
Date of retirement : _____
3. Date of Birth: _____ and Age as on 01 Aug 2023: _____ Years _____ Months & _____ Days.
4. Sex : Male _____
5. Postal Address : _____
Pin _____

Mob. No.: 1. _____ 2. _____ **E-mail ID:** _____

6. Educational Qualification & Additional Qualification (Photocopies duly attested to be attached)-

Sl No.	Qualifications/ Degree	Year of Passing	Place and Name of School/College /Institute /University/Board	No. of Attempts	% Marks
(a)	10 th				
(b)	12 th				
(c)	Graduation				
(d)	Post-Graduation				
(e)	PG Diploma				

7. Work Experience (Experience certificate must be attached for consideration of experience)-

Sl No.	Place of work/Name of Institute and designation/ Appointment held	Period of Employment		Duration of employment	Experience Certificate attached (Yes / No)	Reason for leaving to Job
		From	To			
(a)						
(b)						
(c)						
(d)						
(e)						

8. Registration No. and date of registration with Indian/State Medical Council _____
(Photocopy of registration to be attached)
9. Honours and Awards (Professional & Service) _____
10. Details of previous service in Defence/Centre/State Govt. (Photocopies of ESM I-Card, Discharge Book & PPO, duly attested to be attached)
11. Total period of service (including SSC if any) _____
12. Details of previous service if any with ECHS and reason for termination _____

DECLARATION

- (a) I hereby solemnly declare that all the statement made in the above application are true and correct to the best on my knowledge and belief.
- (b) I fully understand that in the event of any information furnished by me about being found false or incorrect, action can be taken against me.

Place : _____ Signature _____
Date : _____ Name of Applicant _____

EX-SERVICEMEN CONTRIBUTORY HEALTH SCHEME (ECHS)
EMPLOYMENT NOTICE AND QUALITATIVE REQUIREMENTS (QRs)

Ex-Servicemen Contributory Health Scheme (ECHS) desires to engage the following staff on contract basis for its **ECHS Polyclinic located in Nagpur, Maharashtra** as per the details given below:-

SI No.	Appointment	No. of Posts	Basic Qualification	Work Experience	Desirable Attributes	Reservation for Ex-Servicemen	Contractual Fees (per month)	Upper age limit as on 01 Aug 23
01	CLERK	ONE	Graduate/ Class 1 clerical trade (Armed Force)	Minimum 5 years work experience	Experience of more than 10 years.	100%	Rs. 19,700/-	53 Years

GENERAL INSTRUCTIONS

1. **Contractual Terms & Conditions:** The contractual employment will be for a period from one year. The second year employment is allowed on extension after first year, subject to satisfactory conduct and performance in the first year based on Appraisal System. The contractual employee will not be entitled to any allowances, financial benefits or concessions as admissible to Government employees.
2. **Working hours:** The working hours would be 48 hours per week (8 hours X 6 days) from Monday to Saturday and Sunday will be holiday.
3. **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.
4. **Termination of Services:** Contract can be terminated by either side by giving one month's notice.
5. The desired candidates will submit Application form alongwith duly self attested copies of Academic/Professional/Work experience Certificate, copy of Aadhar & PAN card, one passport size photograph and residence/address proof at **Station Commander ECHS, HQMC(U), AF, Vayusena Nagar, Nagpur-440007**. The interview of all said categories will be held at Station HQs ECHS, Vayusena Nagar, Nagpur-440007. Original copies of Certificates should be carried on the date of interview for verification.
6. Only duly filled-in application which is supported by all required documents (as mentioned in para 5 above) will be accepted and **Incomplete applications will not be accepted.**
7. The said post is reserve for Ex-Servicemen (drawing pension from CDA) only.

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