

लोकप्रिय गोपीनाथ बरदलै क्षेत्रीय मानसिक स्वास्थ्य संस्थान  
तेजपुर: असम: पिन: ७८४००१  
LGB REGIONAL INSTITUTE OF MENTAL HEALTH  
(Govt. of India, Ministry of Health & Family Welfare)  
Post Box No. 15: FAX No. (03712) 233623  
TEZPUR.: 784001 :: ASSAM

No. LGB/Estt/246/01/Part-II/3007

Dated: 26<sup>th</sup> Aug' 2014

ADVERTISEMENT

Applications on prescribed format are invited from the citizen of India for filling up the following posts by direct recruitment/deputation as specified below so as to reach to the Administrative Officer, Tezpur by 22.09.2014 Those who have applied in response to the Advt. No.LGB/Estt/246/01/Part-II/3604 dated 25.09.2013 need not submit formal application. But they may submit willingness with BIO-DATA without prescribed fee.

Sl. No	Post	No. of Post	Pay Band & Grade Pay	Age Limit
1.	Vocational Therapist	1	Rs.9,300 – 34,800 + GP Rs.4,600	35 years
2.	Asst. Admin. Officer (Deputation basis failing which contractual appointment)*	1	Rs.9,300 – 34,800 + GP Rs.4,600	Not exceeding 56 years
3.	Nursing Tutor	1	Rs.9,300 – 34,800 + GP Rs.4,600	35 years
4.	Occupational Therapist	1	Rs.9,300 – 34,800 + GP Rs.4,200	35 years
5.	X- Ray Technician	1	Rs.5, 200 – 20,200 + GP Rs. 1900	30 years

\*Open market candidates need not apply.

**Essential Qualification for Sl. No. 1:** (i) Master's degree in Psychology / MSW from a recognized University or its equivalent qualification. (ii) Postgraduate degree / diploma in Vocational guidance and training from a recognized Institution. (iii) Five years teaching & clinical experience in the field of rehabilitation of the psychologically handicapped in a recognized Institution. **Desirable:** Experience of research in the field of Vocational guidance for at least one year.

**Essential Qualification for Sl. No. 2:** i) Bachelor's Degree in Arts/Commerce/Science.

**Essential Experience for Sl.No.2:** a (i) Holding analogous post on regular basis or (ii) At least 3 years regular service in post in the pre-revised scale of Rs.5500 – 9000 /- (Revised Pay band Rs. 9,300-34,800+GP Rs. 4200) or 8 years regular service in post in the pre-revised scale of Rs.5000 – 8000 /-(Revised Pay band Rs. 9,300-34,800+GP Rs. 4200) in Central / State Government/Central Autonomous Body/ PSUs (b) Possessing 2 years experience in administration / establishment / procurement related works.

**Essential Qualification for Sl. No. 3:** First Class M.Sc. in Psychiatric Nursing from a recognized University/Institution or M.Sc. in Nursing with Diploma in Psychiatric Nursing or equivalent qualification. **Desirable:** 2 years teaching experience in Psychiatric Nursing.

**Essential Qualification for Sl. No. 4:** Bachelor's Degree in Occupational therapy or other equivalent qualification from a recognized University/Institution having RCI recognition.

**Desirable:** 2 years working experience in Psychiatry /Neurology department of a hospital.

**Essential Qualification for Sl. No. 5:** Bachelor's Degree in Radio-diagnosis Technology / Radiographer /X-Ray Technique from a recognized University /Institution.

**Desirable:** One year experience of dark room works including processing and printing of black and white and coloured films.

#### **GENERAL CONDITIONS**

(1) Candidates who do not fulfill requirement of advertisement need not apply (2) Allowances will be as per Central Government rates as adopted by this Institute from time to time. (3) Candidates working in State/Central Govt./PSU/ Autonomous Bodies must apply through proper channel or submit "No Objection Certificate." (4) Incomplete application or applications received after the last date will be summarily rejected. (5) In case of deputation, vigilance clearance / integrity certificate from the parent department will be required and age of the candidate should not exceed 56 years. (6) Period of deputation will be 3 years initially which may be extended from time to time on mutual agreement between borrowing and lending departments. (7) In absence of candidate for appointment on deputation basis, the Institute reserves the right to appoint retired officers with 61 years of age, physically fit and having requisite qualification and experience in respective fields under Central or State Government /PSUs / Autonomous Bodies. (8) Duration of contractual appointment will be 1-2 years i.e. up to the age of 62 years only. (9) In case of contractual appointment, consolidated pay will be fixed as per rules of the Institute. Appointments in case of direct recruitment will be on probation for 2 (two) years. (10) The application is to be accompanied with a Bank Draft of Rs.100/-, to be drawn in favour of the Director, LGBRIMH, Tezpur, and attested copies of certificate / one PP size photograph so as to reach to the Administrative Officer, LGBRIMH, Tezpur – 784001 latest by 22.09.2014. (11) Reservation criteria as per Central Government Rules as adopted by this Institute will apply. (12) Incomplete application or application received after the last date will be summarily rejected. (13) Canvassing in any form will be treated disqualification.

**Director**

**LGB REGIONAL INSTITUTE OF MENTAL HEALTH**  
**(POST APPLIED FOR .....**)

Please affix a recent  
Passport size  
photograph  
with your  
signatures

1. Full Name (in Block letter) \_\_\_\_\_

2. Father's/Husband Name \_\_\_\_\_

3. (a) Date of Birth \_\_\_\_\_

(b) Age as on 01.09.2014 \_\_\_\_\_

4. Whether belongs to GEN/SC/ ST /OBC: \_\_\_\_\_

5. Religion: \_\_\_\_\_

6. Advertisement No. \_\_\_\_\_

7. Demand draft No. \_\_\_\_\_ Dated \_\_\_\_\_ Bank Name \_\_\_\_\_

8. Sex:

Male	Female

9. Address for Communication: \_\_\_\_\_

\_\_\_\_\_

10. Mobile No. \_\_\_\_\_

11. Email. I.D \_\_\_\_\_

12. Permanent Address: \_\_\_\_\_

\_\_\_\_\_

**13. Academic and Professional Qualifications**

Degree/ Diploma	Subjects	Percentage of Marks/Grade/ Div.	Name of Board/ Univ./Institution	Duration of study	Month & Year of Passing

14. RCI/INC Registration No. (Please attach a copy of certificate) \_\_\_\_\_

15. Publications: (Please attach list of papers published in indexed and non- indexed journals)

16. Prizes, Honours, Awards Distinctions, if any: \_\_\_\_\_

17. Chronological record of employment (Use additional sheets, if necessary)

Name & address of Organization	Post held	Duration		Scale of Pay/ Pay band + GP	Nature of duties Performed
		From	To		

18. Nature of present employment (Please Mark):

Temporary	Permanent
-----------	-----------

19. In case the present employment is held / on Deputation contract basis, please state.

a) The date of initial appointment : \_\_\_\_\_

b) Period of appointment on deputation/contract : \_\_\_\_\_

c) Name of the parent office/ organization to which you belong : \_\_\_\_\_

20. Additional details about present employment. Please Mark:

Central Government	State Government	Autonomous Organization	Government Undertaking	Universities	Others
--------------------	------------------	-------------------------	------------------------	--------------	--------

21. Are you in the Revised Scale of pay? If yes, give the date from which the revision took place and also \ indicate the pre- revised scale. \_\_\_\_\_

(a) Total emoluments per month, now drawn: \_\_\_\_\_

22. Additional information, if any, which you would like to mention in support of your suitability for the post.

(This among other things may provide information with regard to (i) additional Academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the vacancy circular / advertisement) (Note: Enclose a separate sheet, if the space is insufficient).

23. Please give the names, designation & address (E-mail, Fax & Phone numbers) of two referees under whom you have worked.

i) \_\_\_\_\_

ii) \_\_\_\_\_

**DECLARATION**

I have carefully gone through the vacancy circular/advertisement and I am well aware that the biodata, duly supported by documents submitted by me will also be assessed by the selection committee at the time of selection for the post. I hereby declare that the information given by me in this application is true and correct to the best of my knowledge and belief.

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

Date: \_\_\_\_\_

Signature of candidate

**Certificate to be given by the Head of the Office / Deptt. of the Applicant**

(To be filled up only in case of Transfer on Deputation)

1. It is certified that particulars furnished by the official are correct as per service record.
2. It is certified that no disciplinary / vigilance case is pending or contemplated against the applicant and he is clear from the vigilance angle.
3. His integrity is certified.
4. He will be relieved of his duties to take up assignment in the LGBRIMH on his/her selection.
5. Last 5 years ACRs dossier's /attested copies of last 5 years ACRs are forwarded herewith in sealed cover.

Signature /Name /Designation with office seal