



Vallabhbhai Patel Chest Institute

University of Delhi, Delhi-110 007

Tel.: 011-27402400, 27667102, Fax No. 011-27666549

Website: www.vpci.org.in

Applications are invited from eligible candidates for the following posts on purely contractual basis initially for one year extendable up to 5 (five) years by giving one day break on completion of one year, assessing their performance under National Tobacco Control Programme (NTCP) of the Ministry of Health & Family Welfare, Government of India:

Posts	No. of Post	Qualification	Upper Age Limit upto as on the closing date of the application	Consolidated Remuneration p.m.	Job Responsibilities
Consultant (Coordination, Monitoring & Evaluation)	01	The candidate should possess bachelor degree and a diploma in Software specially having the knowledge of IT Skills, Software Development, Coding/D-coding of data, Analysis of Data, Knowledge of handling server, monitoring of portal and working on Excel & Power Point Programme. Having 2-3 years experience of handling portal and analysis of data.	45 years	Rs. 70,000/- Annual increment of 5% will be granted on completion of every calendar-year on assessing performance.	Handling of Portal, Co-ordination & monitoring with State Governments, evaluation & analysis of online data and put up of status of the states. Miscellaneous worked entrusted by Senior Officers.
Consultant (Legal)	01	LLB degree from a recognized university with 5 years experience of handling Court cases. Also having knowledge of processing files related to Court Case in Government Office and working on computer (MS Office, Excel & Power Point etc.).	45 years	Rs. 85,000/- Annual increment of 5% will be granted on completion of every calendar year on assessing performance.	Mainly to handle all Court Cases pertains to National Tobacco Control Programme (NTCP), Put up files for status of court cases & other legal issues, attend hearing in all the Courts and observance of online complaints made on NTCP portal & take further action on it.

Common criteria/conditions for both the vacancies:

- Top 20 candidates (based on their percentage of obtained in the graduation level including diploma course) to be called for written test and interview. All the same percentage holder candidates will be called for the test & interview. Written test will be taken on noting & drafting as required in Government offices.
- For the post of Consultant (Co-ordination, Monitoring & Evaluation) skill test will be also taken by IT Expert.
- Candidates already worked in Government Office will be given priority.
- No TA/DA will be permissible for interview/test.
- These posts are also abide by the terms and conditions laid down in O.M. issued by Ministry of Finance and O.M. No. Z.28015/10/2017-Estt.-II dated 02.09.2021 issued by the Ministry of Health & Family Welfare, Government of India.
- In case of the candidate from retired government servant, the procedure given in GFR-2017 and Department of Expenditures' OM No.3-25/2020-E III A dated 09.12.2020 will applicable.

Eligible candidates may send their applications on the prescribed format alongwith self-attested photocopies of certificates/testimonials to the office of the Deputy Registrar, Vallabhbhai Patel Chest Institute, University of Delhi, Delhi-110007 within 30 days from the date of publication of the advertisement. For details, please visit website: www.vpci.org.in/vacancies. Separate applications are required for each post. The envelope should be superscribed as "Application to the post of _____ in National Tobacco Control Programme (NTCP)".



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Director

Application No.....
(To be filled in by the office)

VALLABHBHAI PATEL CHEST INSTITUTE
University of Delhi
Delhi-110 007

National Tobacco Control Programme (NTCP)
Ministry of Health & Family Welfare, GOI

Paste
Passport Size
Photograph

Application for the post of _____
Ref. No..... date

1. (i) Name (in block letters)
- (ii) Father's Name
2. Date of Birth Age (as on date) Years..... Months
3. Nationality Sex Married/Unmarried
4. (a) Post held, if any, at the time of submitting this application date of :
appointment (state whether permanent, or probation or temporary or contract)
- (b) Name and Address of Employing Authority :
5. Details of Last Basic Monthly Pay and Allowances drawn :

Pay Matrix Level in 7 th CPC	Level-
Basic Pay	Rs.
Dear Allowances	Rs.
House Rent Allowance	Rs.
Transport Allowance	Rs.
Any other allowances, please specify	Rs.
	Rs.
Total Emoluments	Rs.

6. Do you belong to SC/ST/OBC/Ex-Servicemen? If yes, please state clearly and attach certificate in support thereof, positively. YES / NO
7. Present Address at which a reply to this Applications, if any, may be sent Permanent Address
- Pin Code No..... Pin Code No.
- Telephone No. (if any) Telephone No. (if any)
- E-Mail Address E-Mail Address
8. (a) Whether the candidate is receiving any pension benefits? :
If so, the amount of pension and pension equivalent of Gratuity must be indicated.
- (c) Whether the candidate has received pension benefits on :
his premature retirement/retirement from his present post.
If so, total amount of monthly pension drawn.

9. **Academic Qualifications** (Examination Passed from matriculation/Higher Secondary onwards)

S. No.	Examination	Year	Subjects	Div.	% of Marks Obtained	School/College Attended	Name of Board/University
1.	S.S.C.						
2.	Sr.Sec. (10+2)						
3.							
4.							
5.							
6.							
7.							

10. Details of **Experience** (To start with Past to Present):

Name of the Institution/ organization	Designation & scale of pay	Nature of duties performed	Period (Dates)		Length of Experience	
			From	To	Year	Months

12. Any other relevant fact which the candidate may like to add:

13. Whether fulfilling the criteria as per advertisement?:

DECLARATION

I declare that all the statement made in this application are true to the best of my knowledge and belief.

Date:

Signature of Applicant.....

N.B. Candidates must attach self attested copies of credentials in support of their qualifications & experience claimed in this application.