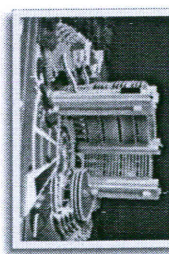




MUNICIPAL CORPORATION OF DELHI
(HOSPITAL ADMINISTRATION DEPARTMENT)
18th Floor, Dr. Shyama Prasad Mukherjee Civic Centre,
New Delhi-110002.



No.:AO(HA)/MCD/HQ/RR/2022/ 1111

DATED: 23/3/2023

Subject : - Public Notice on draft Recruitment Rules for the post of House Keeper in Municipal Corporation of Delhi (MCD).

In compliance of DoPT's OM No.AB.14017/61/2008-Esstt.(RR) dated 13.10.2015, the draft Recruitment Rules for the following post in Hospital Administration Department, Municipal Corporation of Delhi is annexed.

1. House Keeper.

The Stakeholders interested having any objections comments or suggestions on the draft Recruitment Rules may do so in writing within a period of **30 days** from the date of publication of draft Recruitment Rules to **Sh. Vinod Kumar, Administrative Officer (HA),** Municipal Corporation of Delhi, 18th Floor, Dr. S.P.M. Civic Centre, Jawahar Lal, Nehru Marg, New Delhi-110002 or e-mail at qoharrs@gmail.com.

Place:- New Delhi

Dated:- 23.03.2023

(Vinod Kumar)
Admn. Officer (HA)-HQ

Hosp. Admn. Dept./MCD
Admn. Officer (HA)
Hospital Admn. Dept. (HQ)
Municipal Corporation of Delhi

Copy to: -

1. Director (IT)-MCD : with request to upload the same on MCD website portal
2. AO(CED)-MCD : for kind information of Director (P).

Schedule-III

Subject:- Comparative Statement of existing provisions and proposed provisions of Recruitment Regulations for the post of **House Keeper** in Health Department, Municipal Corporation of Delhi.

S.No.	Columns	Existing RRs of House Keeper Delhi, the No.F.9/13/83-LSG 2174 dated 18 th April, 1983	Provisions now proposed to be made after review	Alterations recommended with reason
1.	Name of Post	House Keeper	House Keeper	No Change.
2.	No. of post	3 (1982) – subject to variation dependent on workload.	07 (2022) – Subject to variation dependent on work-load	Change. As per revised Establishment Schedule 2022-23of unified Corporation.
3.	Classification	Category 'C'.	Category 'C'	No change
4.	Scale of Pay	Rs.260-400	Pay Level-02 of 07 th CPC Pay Matrix (Rs.19900 - 63200/-)	Change of Pay Scale as per 7 th CPC Recommendations.
5.	Whether selection post or non-selection post	Not applicable.	Selection	Change As per functional requirement of the Department.
6.	Age limit for direct recruits	Between 18 and 25 years (Relaxable upto 35 years for Government servants and employees of MCD in accordance with the instructions issued by the Central Government).	Between 18 to 27 years. (Relaxable for Government servant and employees of the Municipal Corporation of Delhi. up to 40 years in accordance with the orders/instructions issued by the Central Government from time to time).	• Change as per DOPT Guidelines.
7.	Educational and other qualification required for direct recruits	Essential:- (1) Matric pass from a recognised University/Board/School or equivalent (2) One year experience in catering and Hostel management in a Government or Semi Government organisation or a reputed Hostel restaurant/firm. Desirable:- (1) Experience of storekeeping and store accounting knowledge of Hindi (2) Working knowledge of Hindi	Essential: 1. 12 th Pass from a recognised Board / School/University. 2. One year experience in catering and Hostel management in a Government or Semi Government organization or a reputed Hostel restaurant /firm. Desirable:- (1) Experience of storekeeping and store accounting (2) Working knowledge of Hindi Note : The qualification(s) regarding experience is relaxable at the discretion of the Staff Selection Authority	Change, as per DOPT Guidelines

			Competent authority in the case of candidates belonging to the Scheduled Castes and the Scheduled Tribes, if at any stage of Selection, if the Staff Selection Authority is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the posts reserved for them.	
8.	Whether age and educational qualifications prescribed for the direct recruits will apply in the case of promotion	Not applicable.	Age – No. Qualification – Yes.	Change As per functional requirement of the Department.
9.	Period of probation, if any	2 years.	2 years.	No change.
10.	Method of Recruitment: Whether by Direct Recruitment or by Promotion or by Deputation/Transfer, of percentage of vacancies to be filled by various methods	By direct recruitment.	i. 70% by direct recruitment. ii. 30% by promotion failing which by direct recruitment.	Change As per functional requirement of the Department.
11.	In case of Recruitment by Promotion / Deputation / Transfer, grades from which Promotion/Deputation /Transfer to be made	Not applicable.	Multi Tasking Staff (Hospital Admn.) in Hospital Administration Department, MCD with three years regular service in the Pay Level-1 having Qualification prescribed in Column (7).	Change As per functional requirement of the Department.
12.	If a D.P.C. exists, what is its composition	Category 'C' D.P.C. : 1. Municipal Health Officer : Chairman 2. Asstt. Comm. (H) or an officer of higher rank : Member 3. Subject Specialist - An Officer at least with one rank above : Member. 4. Administrative Officer(H) : Member 5. A Schedule Caste or Schedule Tribe Officer comparable in status to the subject specialist : Member	Category-'C' Departmental Committee for Promotion / Confirmation:- 1.Addl.Com.(Incharge of the Department Concerned)-Chairperson. 2.DC/ADC/Director of the Department Concerned – Member. 3. Director (P) /AC, CED-Member. 4.Liason Officer, MCD / Representative of SC/ST – Member.	Change As per functional requirement of the Department.
13.	Circumstances in which U.P.S.C. is to be consulted in making recruitment	Consultation with the UPSC necessary while amending relaxing any of the provisions of these regulations.	Consultation with UPSC is not necessary.	Change as per Notification No. F-14(17)/LA-2003/783 dated 23.12.2004.