



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/ 428

DATED: 17/10/22

Subject: - Public Notice on draft Recruitment Rules for the post of Multi Tasking Staff (Hospital Administration) in Hospital Administration Department, Municipal Corporation of Delhi.

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. Multi Tasking Staff (Hospital Administration).

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 aoharrs@gmail.com.

Place:- New Delhi

Dated:- 17.10.2022

(Vinod Kumar)

Admn. Officer (HA)-HQ

Hosp. Admn. Deptt./MCD

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).

Admn. Officer (HA)
Hospital Admn. Deptt. (HQ)
Municipal Corporation of Delhi

SCHEDULE-III

| S.No. | Columns | Existing RRs of Kitchen Staff(9/9/83-LSG-2176 dated 18.04.83), Stretcher Bearer(F.9/13/83-LSG 2174 dated 18 th April 1983), Bhisty(F.9/13/83-LSG 2174 dated 18 th April 1983), Ward Boy / Ward Aaya(9/9/83-LSG-2176 dated 18.04.83), Dhobi(9/9/83-LSG-2176 dated 18.04.83), Medical Record Attendant (9/9/83-LSG-2176 dated 18.04.83), Ambulance Asstt./Cleaner(3/24/31/83-RR dated 19.03.83), Lab. Attendant(9/13/83-LSG-2174 dated 18.04.83), O.T. Attendant | Provisions now proposed to be made after review | Alterations recommended with reason |
|-------|---|--|---|---|
| 1. | Name of Post | Ambulance Asstt./Cleaner, Dhobi, Health Worker, Kitchen Attendant / Staff, Masalchi, O.T. Attendant, Supervisor, Ward Boy / Ward Aaya, Lab Attendant, Stretcher Bearer, FHW, Lift Operator, Mali & Water Carrier. | Multi Tasking Staff (Hospital Administration) | Change As per revised Establishment Schedule 2022-23 of unified Corporation. |
| 2. | No. of post | 793 (1982) – Subject to variation dependent on workload | 1709 (2022) – Subject to variation dependent on workload. | Change As per revised Establishment Schedule 2022-23 of unified Corporation. 1. MTS(HA)-Ward Boy/Ward Aaya/Blood Bank Attendant/Nursing Orderly/Male Attendant/Dar Rook Assistant/Bearer/Water Carrier etc.=1226, Medical Record Attendant =20, O.T. Attendant =4, Male Health Worker =4 2. Lab Attendant =79, Ward Boy / Ward Aaya = 36, Stretcher Bearer=76, Warden =77, Cleaner =11, Water Carrier =1 3. Bhishi =13, Dhobi =25, Class-IV Employee =4, Nursery Orderly =12, Masalchi =10, Kitchen Staff =41, Group D Employee =106,Ambulance Assistant / Attendant =18 (Total = 1768 Posts) Above posts Sl.No.01 to 18 are clubbed together and nomenclatured as MTS (Hospital Admn.) and reduced to 1709. |
| 3. | Classification | Category 'C' | Category 'C' | No Change |
| 4. | Scale of Pay | Rs.455-700 | Pay Level-01 of 07 th CPC Pay Matrix (Rs.18000-56900/-) | Change of Pay Scale as per 7 th CPC Recommendations. |
| 5. | Whether selection post or non-selection post | Not Applicable | Non-Selection | No Change |
| 6. | Age limit for direct recruits | Between 18 to 25 years. (Relaxable for Government servants and employees of the M.C.D. upto 35 years in accordance with the instructions issued by the Central Government). Note:-the crucial date for determining the age limit shall be fixed for sending names by the employment Exchange. | 18-27 years. (Relaxable upto 40 years for Government and Municipal Corporation of Delhi candidates). Note: - The crucial date for determining the age-limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh UT, Lahaul & Spiti district and Pangi Sub Division of Chamba district of Himachal Pradesh, Andaman & Nicobar Islands and Lakshadweep Islands | Change as per DoPT Guidelines. |
| 7. | Educational and other qualification required for direct recruits | Essential: (i) Should have passed Middle School examination from a recognised Board / School or equivalent. (ii) General Suitability for the job. | Essential: Matriculation (10 th) from a recognised Board. Note.1: The qualification(s) regarding experience is relaxable at the discretion of the DSSSB or Competent authority for reasons to be recorded in writing in the case of candidates otherwise qualified. Note 2: The qualifications regarding experience is / are relaxable at the discretion of DSSSB for reasons to be recorded in writing in case of candidates belonging to Schedule Castes and the Scheduled Tribes, if at any stage of Selection, DSSSB or the Competent 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. | Change, as per DoPT Guidelines |
| 8. | Whether age and educational qualifications prescribed for the direct recruits will apply in the case of promotion | Not applicable | Not applicable | No change. |
| 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, percentage of vacancies to be filled by various methods | By Direct Recruitment. | By Direct Recruitment. | No Change. |
| 11. | In case of Recruitment by Promotion / Deputation / Transfer, grades from which Promotion/Deputation/Transfer to be made | Not Applicable | Not Applicable | No Change. |
| 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 Confirmation Committee for 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. Liaison 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. |